

VIRTUAL RE-INSPECTION

STEP-BY-STEP

1. DETERMINE ELIGIBILITY

- The inspector on-site will determine if your project is eligible for virtual re-inspection.
- If eligible, the inspector will put an eligibility note in the inspection results.

2. REQUEST RE-INSPECTION

- To request your virtual re-inspection, call 360.337.5777 or email kitsap1@co.kitsap.wa.us to schedule.
- Virtual re-inspections occur in 30-min increments and are scheduled between 9 AM and 11 AM Monday – Friday.

3. RE-INSPECTION SET UP PART ONE

- At the time of your scheduled appointment, an invitation text will be sent to your phone from Camino to set up the virtual re-inspection.
- Click on the link and then answer the questions given.

4. RE-INSPECTION SET UP PART TWO

- After you have completed the questions for the virtual re-inspection set-up, your inspector will call you with instructions on how to conduct the re-inspection.

5. DURING THE RE-INSPECTION

- For the virtual re-inspection, all you will need is your phone.
- If possible, connect your phone to WIFI before beginning the re-inspection. Utilize cellular as a secondary option. If neither is available in your area the site does not currently qualify for Virtual Re-inspection.
- Be prepared to use your phone as a video camera and the inspector will walk you through the re-inspection.

6. AFTER THE RE-INSPECTION

- If there are corrections needed, you will receive an email with comments from your inspector on what needs to be corrected and re-inspected.
- If the inspection is approved, you will receive an automated email from SmartGov.

QUESTIONS OR CONCERNS?

PLEASE CONTACT US AT 360.337.5777 OR
EMAIL [KITSAP1@CO.KITSAP.WA.US](mailto:kitsap1@co.kitsap.wa.us) IF YOU
NEED ASSISTANCE.