

The dashboard is your 'homepage'. It's a quick snapshot of all your open permits, plans, inspections and invoices. It places all of these items into categories based on their status. Items in the 'Attention' column indicate permits that need more information, inspections that failed, etc. The 'Pending' column shows all items that are currently in review. 'Active' items are issued permits and plans. Items that have not yet been submitted can be found in the 'Draft' column and permits or plans with recent activity can be found in the 'Recent' column.

The Inspections section has different column names. 'Requested' inspections are those that have been requested, but not yet confirmed and scheduled. Once an inspection request is approved, it gets moved to the 'Scheduled' column. Please note that an inspection request is not a guarantee. Once the inspection moves to the 'Scheduled' column, you will need to verify the date and time of the inspection as the requested time may not always be available. 'Closed' inspections are recently completed inspections. Use the 'Closed' column to view your inspection results. The Invoices section shows any fees owed. All fees will show in the 'Past Due' column. This does not mean that they are overdue. If there are fees in this column, the permits associated with the fees have not been issued. All fees must be paid prior to a permit being issued. The 'Add to Cart' button allows you to go directly to MyGovPay to submit payment.