

How To: Schedule Inspections





1. Access the Permit Portal website at <https://lakeforestparkwa.portal.iworq.net/portalhome/lakeforestparkwa>
2. Click on the module you are requesting (Building & Public Works, Planning, or Past Permits)


Search Existing Permits

Use the following links to search for existing permits

- For questions call: 206-368-5440


BUILDING & PUBLIC WORKS PERMITS
Use this link for any building permits submitted **after** 7/1/2025.


PLANNING PERMITS
Use this link for any planning permits submitted **after** 7/1/2025.





PAST PERMITS
Use this link for any permits submitted **before** 7/1/2025.

3. Select from the dropdown menu for how you would like to search for your permit.

Search

Search by: Permit # Search... Search








Permit #
Permit Date
Parcel Address
Primary Contractor
LFP Permit Number

PERMIT TYPE  LFP PERMIT NUMBER  STATUS  REQUEST AN INSPECTION VIEW

- a. Enter the Permit # and click search.
- b. You can also search by Permit Date, Parcel Address, Primary Contractor, or *LFP Permit Number* (the LFP Permit Number option is **only** for permits applied for before 07/01/2025)
- c. If your permit was applied for before 07/01/2025, please use the past permits module and search with the LFP permit number.

4. Click on **Request An Inspection**

Permit #:

PERMIT # 	DATE 	PERMIT TYPE 	LFP PERMIT NUMBER 	STATUS 	REQUEST AN INSPECTION	VIEW
250:	09/18/2025	Building	—		 Request An Inspection	 View


5. Enter Access Code that is located on the permit and/or can be emailed to the contractor; and enter required information and schedule with am/pm


Permit #:

PERMIT #	DATE	PERMIT TYPE	LFP PERMIT NUMBER	STATUS	REQUEST AN INSPECTION	VIEW
250.		Building	—		Request An Inspection	View


INSPECTIONS ARE NOT AVAILABLE ON FRIDAYS OR HOLIDAYS. PLEASE SCHEDULE INSPECTION THE DAY BEFORE. PLEASE FILL IN ALL FIELDS


* Indicates required field


* Access Code: 


Requested By: 


Need your access code? [Email me my code](#)

Phone #:  required in order to be contacted by inspector for an eta

Email: 

Requested Date:  must be scheduled at least 24 hours in advance but no more than 2 weeks

Requested Time: 

Type: 

Comments:

Please include any entry information that the inspector may need

If the type of inspection you are requesting is not on the list please contact bldpermits@cityofffp.gov

Submit