STEP BY STEP ONLINE INSPECTION REQUESTS

Go to: AURORA4BIZ.ORG
Hover on: BUILDING & DEVELOPMENT
Click on: BUILDING PLAN REVIEW AND PERMIT MANAGEMENT (LOWER LEFT)
LOGIN (YOUR EMAIL ADDRESS ATTACHED TO YOUR CONTRACTORS LICENSE)
Click on New/View Inspections.

Make selection from drop down
Select “Request Inspection” for the project you need to schedule the inspection.
*Select Inspection Type (from drop down menu)
*Enter Unit (if necessary)
*Click the “Call Ahead” box
*Enter your contact phone number (The inspector will call this # a 1/2hr in advance of inspection arrival)
*Add any comments (like AM or Pm requests or gate open etc. for the inspector)
*Select inspection date (on calendar)
*Click Schedule Inspection

***If you need to schedule more than one inspection for this project repeat steps with *