

How to Request an Inspection on an Existing Permit

From the Dashboard, click on “Upcoming Inspections”. Type the address in the search bar to isolate the Open inspections associated with your project. Click the blue “Request” button beside the inspection you need.


The screenshot shows a web interface for managing inspections. At the top, it says "Upcoming Inspections (13)" and "13 : OPEN" with a "Reset" button. A search bar contains "16908 mir" and a "Search" button. To the right are "Report" and "Request Inspections" buttons. Below is a table with 13 rows of inspection data. The first row's "Request" button is highlighted with a red box.

PermitNo	LegalAddress	Type	Status	Code	StartTime	EndTime	SchedDate	Requested Date	
24-02-01409	16908 Mirador Way	PLUMB-ROUGHIN-SEWER-WATER	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	PLUMB-GAS ROUGH	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	PLUMB-FINAL AND GAS FINAL	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	PLUMB-FINAL	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	MECH-FINAL	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	ELECT-FINAL	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	BLDG-FOUNDATION-PVC WRAP-CEE	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	BLDG-STAKEOUT	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	BLDG-SHEATHING	OPEN	Unassigned1					Request
24-02-01409	16908 Mirador Way	BLDG-FINAL	OPEN	Unassigned1					Request

Items per page: 10 1 - 10 of 13

Fill out the site contact information and select the date of your requested inspection. Same-day inspection requests can be made for residential and commercial projects permitted in the City of Fort Worth. All other inspections including energy and county inspections must be requested by 4:30 PM to receive an inspection for the following business day.

Inspection ✕

 **16908 Mirador Way**

Category
Commercial or Residential ▾

Inspection Type
PLUMB-ROUGHIN-SEWER-WATER ▾


Site Contact Info

Contact Name
Jimmy Balsden

Contact Number
(817)335-1497

Description of Inspection Needed/Location of Work
Lockbox #1234 ↗

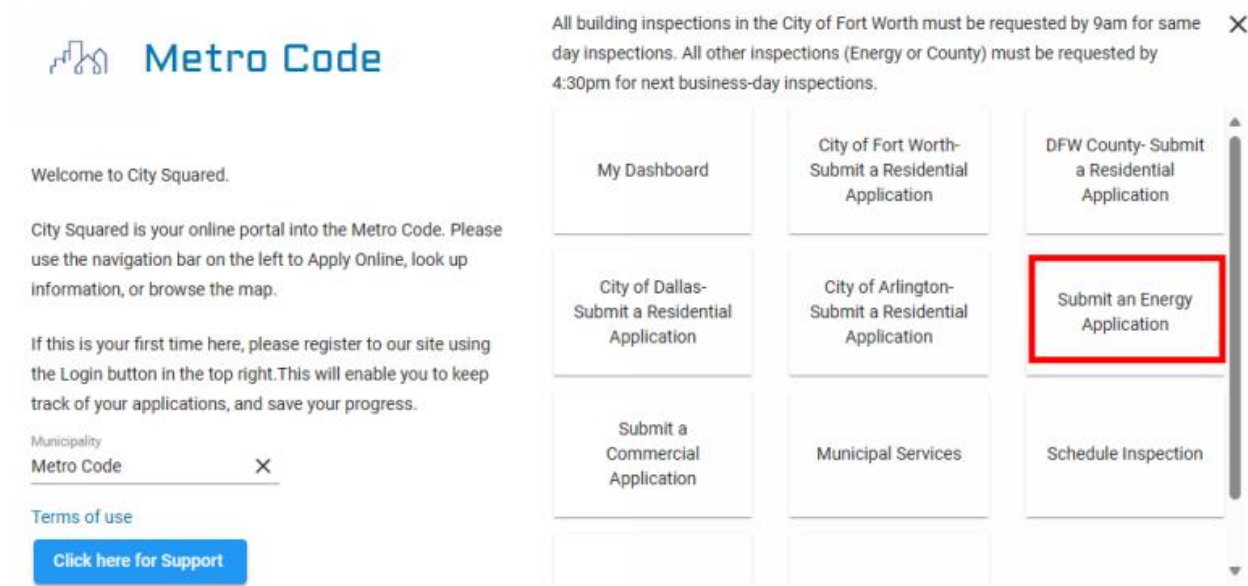
Notify Me about changes to My Inspection via email.

Select date *
04/02/2024 ✕ 

Cancel **Request**

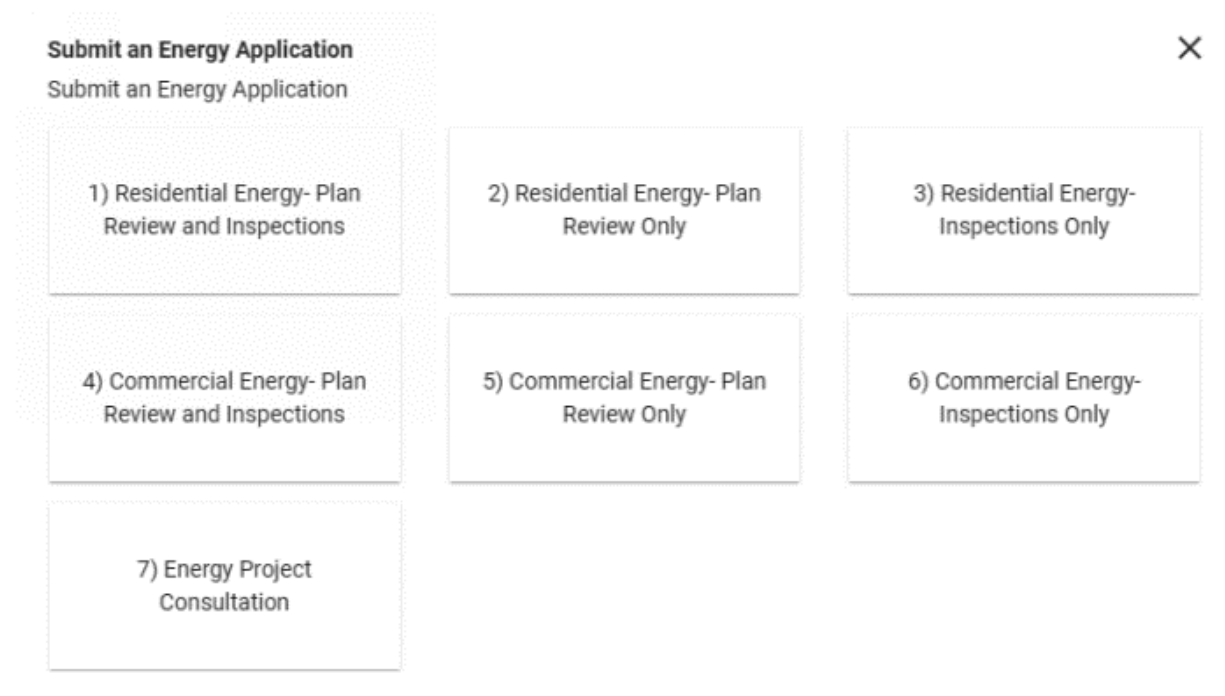
How to Request Inspections Only

This service is offered for energy inspections that only require inspections when Metro Code did not provide plan review or permitting services. From the homepage, click on the tile “Submit an Energy Application”.



The screenshot shows the Metro Code homepage. At the top right, there is a notification: "All building inspections in the City of Fort Worth must be requested by 9am for same day inspections. All other inspections (Energy or County) must be requested by 4:30pm for next business-day inspections." Below this is a grid of service tiles. The tile "Submit an Energy Application" is highlighted with a red border. Other tiles include "My Dashboard", "City of Fort Worth-Submit a Residential Application", "DFW County- Submit a Residential Application", "City of Dallas-Submit a Residential Application", "City of Arlington-Submit a Residential Application", "Submit a Commercial Application", "Municipal Services", and "Schedule Inspection". On the left side, there is a welcome message and a "Click here for Support" button.

On the second screen, select item 3) Residential Energy - Inspections Only or item 6) Commercial Energy - Inspections Only based on your project.



The screenshot shows the "Submit an Energy Application" screen. At the top, it says "Submit an Energy Application" with a close button (X). Below this is a grid of seven options:

- 1) Residential Energy- Plan Review and Inspections
- 2) Residential Energy- Plan Review Only
- 3) Residential Energy- Inspections Only
- 4) Commercial Energy- Plan Review and Inspections
- 5) Commercial Energy- Plan Review Only
- 6) Commercial Energy- Inspections Only
- 7) Energy Project Consultation

Lastly, select the Permit Type.

Permit Types



Residential Energy- Inspections Only

Department: Energy

Use this application to request residential energy inspections or energy testing (duct blaster and/or blower door test) only.

Select

Follow the prompts during the application process. During step 3, please select the types of inspections needed. Hover your cursor over a field for an explanation of each inspection type. Once you have selected the inspections needed, our office will invoice the fees based on the inspections selected. Inspections can be requested once fees have been paid.

Place a checkmark to each inspection required.

Inspections Requested

- BLDG-BLOWER DOOR
- BLDG-DUCT BLASTER
- BLDG-ENERGY FINAL AND BLOWER DOOR
- BLDG-ENERGY ROUGH
- BLDG-ENERGY ROUGH AND DUCT BLASTER
- BLDG-POLY SEAL AND DUCT BLASTER
- BLDG-POLY SEAL
- BLDG-ENERGY FINAL

How to Look up Inspection Results

From your Dashboard, click on “Past Inspections”. Use the search bar to type in the address of your project. The Status column will show whether an Inspection has passed, failed, or cancelled. You can click into the Inspection for further information.

The screenshot shows a dashboard titled "Past Inspections (83)". At the top, there are status filters: 4 : OPEN, 52 : PASSED, 20 : FAILED, 5 : CANCELED, and 2 : PARTIAL PASS. Below the filters is a search bar with a "Search" button and a "Clear" button. A "Report" button is located on the right side. The main content is a table with the following columns: PermitNo, LegalAddress, Type, Status, Code, StartTime, EndTime, SchedDate, Requested Date, and a "Cancel" button for each row. The table contains 10 rows of data.

PermitNo	LegalAddress	Type	Status	Code	StartTime	EndTime	SchedDate	Requested Date	Cancel
24-02-01409	16908 Mirador Way	PLUMB-ROUGHIN-SEWER-WATER	OPEN	jkirchner@metrocode.com			04/02/2024	04/03/2024	Cancel
24-02-01409	16908 Mirador Way	BLDG-STAKEOUT	OPEN	jkirchner@metrocode.com			04/02/2024		Cancel
23-11-10990	1000 Bel Mares St	ELECT-FINAL	OPEN	jkirchner@metrocode.com			04/02/2024		Cancel
23-09-9245	3734 El Campo Ave	BLDG-FINAL	OPEN	Cheaslet@metrocode.com			04/02/2024		Cancel
24-02-01409	16908 Mirador Way	ELECT-TPOLE	PASSED	jkirchner@metrocode.com			03/28/2024		Cancel
23-11-10921	10004 Little Tree Ln	ELECT-TPOLE	PASSED	Jtolleson@metrocode.com			03/26/2024		Cancel
23-09-9245	3734 El Campo Ave	MECH-FINAL	PASSED	Cheaslet@metrocode.com			03/21/2024		Cancel
23-09-9245	3734 El Campo Ave	PLUMB-FINAL AND GAS FINAL	PASSED	Cheaslet@metrocode.com			03/21/2024		Cancel
23-09-9245	3734 El Campo Ave	PLUMB-WATER LINE	PASSED	Cheaslet@metrocode.com			03/20/2024		Cancel
23-09-9245	3734 El Campo Ave	PLUMB-FINAL AND GAS FINAL	FAILED	Cheaslet@metrocode.com			03/20/2024		Cancel

At the bottom right of the table, there is a pagination control: "Items per page: 10" (with a dropdown arrow), "1 - 10 of 83", and navigation arrows: "<< < > >>".

If you want to search for a project that is not in your Dashboard, from the home screen, click on the tile “Search for a Project”. Use the “Address” field to search for a project. You can search for an Application, Inspection, or Permit.

Groups

Inspection info

Inspection info

Results	Service Area	Inspection Type
City	State	Zip
Status	Inspector	From Schedule Date
To Schedule Date	From Due Date	To Due Date
End Time	Start Time	Department
Address	Permit	FW Verification
Subdivision Name	After Hours Inspection	Resulted
	Yes None No	Yes None No

Search

Clear

Total Results Limit
1000