



DEVELOPMENT SERVICES DEPARTMENT Building Safety Division

eSuite Online Inspection Request

1. For Inspection Requests please visit our website at:

<https://logos-esuite.ci.manteca.ca.us/eSuite.Permits/WelcomePage.aspx>

2. Access your account utilizing the link at the top right. If you don't have an account you'll have to create one or utilize our eSuite Account Activation Form which can be found in our document library.

City of Manteca Permits

Powered by Tyler Technologies



Resident Access

By providing address & parcel number, Manteca Residents can now use this site to apply for & track the progress of a permit. Residents may go online for their permit, once it has been created by the Building Safety Division. After permit issuance, Residents may also reference permit details such as inspection history and upload documentation.

[REQUEST A PERMIT](#)

[ACCESS MY PERMITS](#)

Contractor Access

Contractors with a Manteca Business License may now save time during the permit process. Once registered the Contractor can login to submit a permit application, check the status of existing permits & even pay for created permits. After issuance a permit can be referred to for inspection history & documentation uploading. *Note - Contractors need to "Activate" their account, by providing their CA State Contractors license number.

Username

Password

[LOG IN](#)

Public Information Search

Search permit activity within the City of Manteca, dating to 2000, by using the fields below. Inquiries may be performed for permit applications, projects under construction, or completed projects. For permit information prior to 2000 please contact the Building Safety Division.

3. After logging, you will see a screen where all of your active permits will appear. At this point you can click on the permit number that you would like to request inspection(s) for.

City of Manteca Permits

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My Permits **Request Permit** **My Account**

My Permits

Below is a list of the permits associated with your account

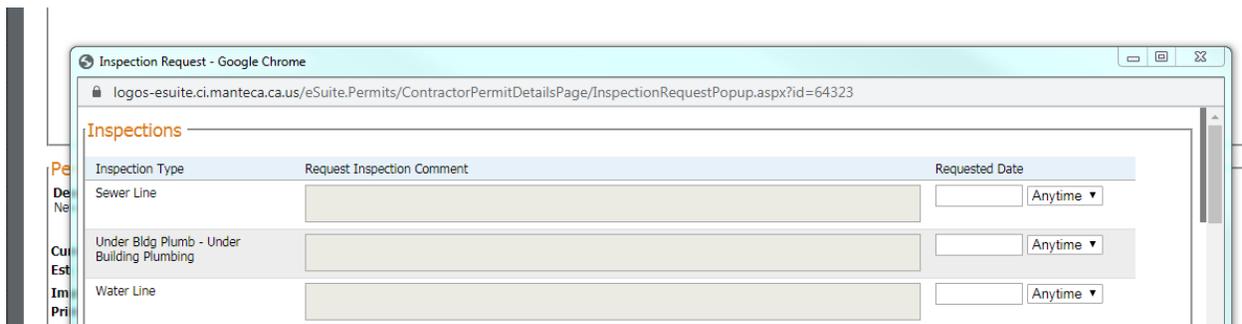
Show Active Only Show All

Permit Number	Address
Commercial Addition 2020-00000978	1001 W CENT
Patio Enclosure 2020-00000978	1001 W CENT

- A new screen will show the permit summary, payment summary, location, permit details and **INSPECTIONS** (Must Scroll Down to see the list). On the right of the screen, you will see a "REQUEST" button.

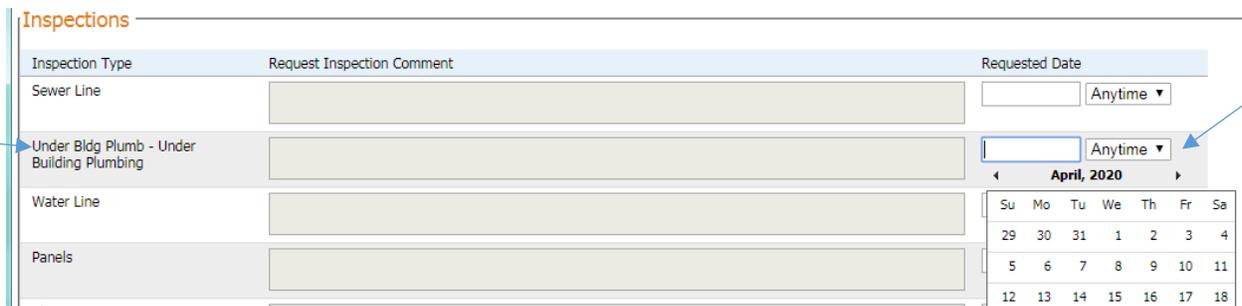
Date	Inspection Type	Request Inspection Comment	Status	Pass/Fail
	Sewer Line		Available to Request	
	Under Bldg Plumb - Under Building Plumbing		Available to Request	

- A new screen will pop up that includes the list of inspections.



- You can request the inspection you would like (even multiple inspections within the same screen).

Find the inspection type you need and then to the right click on the box "Requested Date" and the calendar will open for you to be able to select. These can be selected for any City business day in the future if selected before 3:30pm on the previous City Business day.



- You can request the "Date" and "AM OR PM" and then continue requesting more than one inspections for the same permit while on this screen.

Scroll to the very bottom of the screen and at the very bottom left, select "REQUEST."



The pop up screen will then disappear and you will be sent back to the Permit Summary page. At the very bottom of that summary you will now be able to see the Inspection Requested Area that shows the date requested and the type(s) of inspection(s) requested.

request			
04/13/2020	Sewer Line	Add Comment	Pending CANCEL REQUEST

If you would like to at this point you can add a comment that include a phone number or any additional notes or pertinent information. You can also cancel the inspection request if needed.

It is important to note that you will notice that the inspection once requested shows a status of **“PENDING”**. That status will change once it has been accepted by the Building Safety Division to **“SCHEDULED”** which will then show the date the inspection has been scheduled for. Please note that the inspection, due to City closures, the 3:30pm inspection request cutoff, holiday, weekend, etc. will show scheduled once it has been approved by City staff and the date for which it is scheduled.

Please reach out to us with any questions by calling 209-456-8550. Thank you!