Search for Permit Records

ACCELA – SEARCH PERMIT RECORDS

Yakima County permit records from 1975 to Present include Building, Plumbing, Mechanical, Land Use, Fire Roads Water Resources and more.

This search can be found by accessing our permitting website at: https://YakimaCountyPermits.us then selecting “Search Applications” or Lookup Property Information” for the record type you want to search for.

GENERAL SEARCH

The are various options to help you filter your searches including:

1. Record Number
2. Record Type
3. Street Address Information
4. City, State and ZIP Code Information
5. Parcel number

For a permit search into include all permits for a specific location you will want to use the address AND the parcel number searches (separately).

Doing multiple searches will confirm that you have all of the permit records related to a specific location. Some records have been saved with both the address and parcel number cross referenced, while others have been saved with only the address or only the parcel number.

Note: This Tip Sheet does not substitute for codes and regulations. The applicant is responsible for compliance with all codes and regulations, whether or not described in this document. More information: Yakima County Public Services | www.yakimacounty.us (509) 574-2300

To request this information in an alternative format or a reasonable accommodation, please call (509) 574-2300 (voice). TTY or STS users please dial 711 to connect to Washington Relay Services.
ADDRESS SEARCH

When searching via address please only fill out the “Address No.” and “Street Name:” sections of the form. Due to the many variations of address formats that have been used over the years this will allow the search engine to retrieve the largest amount of responsive records to your search.

The Address No. field does allow you to search a range of addresses however you only need to fill out one of the boxes if you are looking for a specific address.

The street name requires a “wildcard character” to get the best results. The % symbol is used before and after the street name or partial street name, which will allow for all variables to be included.

An example of how this works:

If you search %alder% you will receive every variation of possible address formats that may be saved in our system.

- Alder
- N Alder
- S Alder
- Alder St
- N Alder St
- S Alder St

Occasionally you will find that an address has the same address number in both North and South, but it is best that you filter these visually to make sure that no records are overlooked due to a more restrictive search.

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PARCEL NUMBER

Searching via parcel number on the other hand much more straightforward. Please only use the “Parcel No.:” search field so that the search is not limited by any other criteria.

Unless of course that is your intent. Using either the address or parcel searches you may also include any of the other filters such as Record Type if you only wanted to search for Plumbing permits for example or Start/End Date if you only wanted permits after a certain date or within a range.

RECORDS LIST

Your search results will appear as a list of permits with the submittal Date, Record Number, Record Type, Address, Status, Project Name and required Action listed.

You will be able select the Record Number hyperlink shown in blue in order to access the details of that specific permit.

RECORD DETAILS

Once you have accessed the record information you will be able to see the Record Number, Record Type and Status towards the top of the screen. Below this you will see the “Record Info” drop down menu which includes:

1. Record Details (main page of the record)
2. Processing Status (status of review, reviewer comments)
3. Related Records
4. Inspections (date, type, inspector, result, comments)

Towards the bottom of the screen you will see the Record Details which include the Applicant Information and Permit Description with additional details from the application found in the expandable folders under More Details.
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PROCESSING STATUS

This section will show the current status of the review process, including: review type, status, reviewer, date and comments.

RELATED RECORDS

This will include a list of any records that have been associated with each other. Examples of this would be a Building permit related to Plumbing and Mechanical permits.

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INSPECTIONS

This section will include the inspections that are either scheduled or completed. This list will show the date, type, inspector, result, comments. Once you click on the “View Details” hyperlink shown in blue you will be able to access the “Status History” and “Result Comments” by clicking on the associated links.

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