

Instructions For Filing a Complaint With the Yavapai County Website

Go to the website yavapaiaz.gov.

The screenshot shows the homepage of the Yavapai County Government website. At the top, there is a navigation bar with links for Home, Departments, Contact Info, and Meeting Portal. Below this is a large banner image of a desert landscape with a prominent rock formation. A search bar is visible in the top right corner. The main content area is divided into several sections:

- Left Column:** A vertical list of service links including "Online Services & Information", "COVID-19 Local News and Information", "PAY YOUR PROPERTY TAX BILL", "AZ DES EMERGENCY RENTAL ASSISTANCE PROGRAM", "Bid Solicitations/Results & RFQs", "Employment Opportunities", "Emergency Notification System (ENS)", "GIS Mapping Applications", "Jury Duty Summons Inquiry", "Online Library Catalog", and "Online Permit Portal".
- Center Column:** A quote from the county motto: "Yavapai County will serve and protect its citizens through efficient management of all its resources to enhance the lives of those we serve." Below the quote are sections for "Comprehensive Plan 2032" and "Yavapai County Justice Center".
- Right Column:** A "Board Links" section listing various board meetings and reports, and an "Elections & Voting" section with a link for "Elections/Voter Registration Information".

At the bottom of the page, there is a "What You Need to Know About the Coronavirus" section dated Monday, March 2, 2020, and a "Yavapai County - 2021 in Review" section dated Tuesday, December 28, 2021.

Click on **Online Permit Portal** on the left column.

WELCOME TO OUR ONLINE PORTAL

We are continuing to process applications, permits and inspections while balancing the safety of our customers and employees in response to COVID-19. We have limited staff available in both office locations and anticipate that there may be a delay in plan review and permitting, however, inspections by Environmental Services and Building Safety will continue as normal. We appreciate your cooperation, understanding and patience during this time.

Yavapai County has adopted the 2018 Building Codes. As of January 1, 2020, only the adopted 2018 Building Codes will be accepted. To view our Building Code Ordinance and Amendments, [CLICK HERE](#) →

To view the adopted Planning and Zoning Ordinance, [CLICK HERE](#) →

[APPLY ONLINE](#) →

Online Services



PERMITTING

Learn when you need a permit, find out what you need to apply, apply online, check the application status, and schedule inspections.

[DO I NEED A PERMIT?](#) →

[SUBMITTAL REQUIREMENTS](#) →

[APPLY ONLINE](#) →

[SEARCH FOR PERMIT](#) →



PLANNING AND ZONING PROJECTS

Starting a new development project? Please contact the [Planning and Zoning Unit](#) to get started.

[PLANNING AND ZONING APPLICATION](#) →

Complaints



Have you seen properties with uncontained trash? Tall, dry weeds? Disabled vehicles? Construction without a permit? Or surfacing sewage? If so, submit a complaint and it will be routed to the appropriate Land Use Specialist.

[SUBMIT A COMPLAINT](#) →

Click on **SUBMIT A COMPLAINT** under the **Complaints** box on the right.



LOGIN

[Home](#) / [My Account](#) / [Login](#)

If you are logging in with a recovered username sent to an email already on file with us, use the same username text for your password.

Complaints may be filed anonymously on the next page after clicking register now below.

Already have an account?

User Name:

Password:

Remember my username and password

[FORGOT YOUR USERNAME →](#)

[FORGOT YOUR PASSWORD →](#)

LOGIN

New to our Portal?

If this is your first time using our portal you'll need to register first. Registering is quick, click the link below to get started.

[REGISTER NOW →](#)

Here you have to sign in to your account. If you already have an account, you can sign in on the left. If you do not have an account, click on **REGISTER NOW** on the right and fill in the required fields there, then click on **SUBMIT** at the bottom. Save your **User Name** and **Password** to use next time you submit a complaint.

After successfully signing into your account, it will go to the **SUBMIT A COMPLAINT** screen. Enter your complaint and fill in the subsequent fields.



 LOGOUT

[Home](#) [Services](#) [Search](#) [Reports](#) [My Account](#) [Contact](#)

SUBMIT A COMPLAINT


[Home](#) / [Services](#) / [Code Complaints](#) / [Submit a complaint](#)

Describe your complaint:

Type:

Address or Parcel #:

Filling in the address is tricky. Abbreviate trail as tr, circle as cir, etc. Leave spaces between the words and do not use any periods. See the example below. If you can find the parcel number of the property, the form will also accept that instead of the street address. It will not allow you to submit a complaint unless it successfully finds the address. Finally, click on **SUBMIT** at the bottom.

 Development Services Department LOGOUT

[Home](#) [Services](#) [Search](#) [Reports](#) [My Account](#) [Contact](#)

+ **SUBMIT A COMPLAINT**


[Home](#) / [Services](#) / [Code Complaints](#) / [Submit a complaint](#)

Describe your complaint:	<input type="text" value="complaint"/>
Type:	<input type="text" value="Land Use Code Enforcement Complaint"/>
Address:	<input type="text" value="2331 S VILLA DR"/>
	<input type="text" value="COTTONWOOD"/> <input type="text" value="AZ"/> <input type="text" value="86326"/>
Parcel #:	<input type="text" value="406-15-071"/>
Property Owner:	<input type="text" value="SMITH FAMILY TRUST SMITH WILLARD S & JOAN C TRUSTEES"/>

✔ Your address has been verified
[ENTER A DIFFERENT ADDRESS →](#)

Comments on Address Location:	<div style="border: 1px solid #ccc; height: 80px; width: 100%;"></div>
Photo(s) of Violation:	<input type="button" value="Select File"/>




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You can check the status of your complaint by clicking on **My Account** on the upper right then clicking **View my requests** on the left. On the following **MY REQUESTS** screen click on the **File #** on the left. On the following **VIEW COMPLAINT** screen, click on **Activities** and the following screen will show the status of the complaint.

MY ACCOUNT

Home / My Account

-  [View my requests](#)
-  [Update my information](#)
-  [Logout](#)

Welcome to your online account !

You can check the status of your applications, see reviewer's comments, pay fees, schedule inspections for your issued permit, or submit new requests through our online services listed below. If you have any questions, please view the [Contact Page](#).

RESUBMITTING PLANS FOR BUILDING SAFETY

If a resubmittal of your plans is required by the Building Safety Unit, a complete resubmittal of all plan sheets and supporting documentation is required. Do not submit new plans or documents until a complete new set and supporting documents are collected and ready to be submitted all at once. Incomplete resubmittals will result in another "corrections required" status and you will be requested to resubmit again... DO NOT DELETE ANY DOCUMENTS... deleting documents will result in a new plan review.


SCHEDULING INSPECTIONS

Once your permit is issued, you can schedule inspections through our online portal. To begin, you will need to log in using the email address of the property owner, the listed contractor, or the permit applicant. Once logged in with an email address related to the permit, go to VIEW MY REQUESTS and choose the permit from the list. Once you open the permit, click REQUEST AN INSPECTION at the left. Inspections must be scheduled one day in advance and can be scheduled up until midnight the night before.

Questions about scheduling inspections? Contact the [BUILDING SAFETY UNIT](#) →


928-771-3214 (Prescott Office)
928-639-8151 (Cottonwood Office)

Online Services:




PERMITTING

Learn when a permit is needed, what the submittal requirements are and apply



PLANNING AND ZONING PROJECTS

Need an Address or Street Name?
Starting a new development project?



CODE VIOLATIONS

Have you seen properties with uncontained trash? Tall, dry weeds?