

Building Inspections

A department policy is based on an interpretation of a code provision and is subject to change based on new and/or additional information.

RESIDENT INSPECTOR

INTRODUCTION: The purpose of the Resident Inspector is to assure that the approved plans and specifications, relevant codes, and ordinances are being followed.

GENERAL. The Project Resident Inspector has authority to act on behalf of the Building Official only to the extent provided in the contractual agreements. The Project Resident Inspector shall confer with the Building Official or his designated representative and the Architect at intervals and on occasions appropriate to the stage of construction. The Project Resident Inspector shall communicate with the Project Superintendent and/or County Building Inspector; and shall not communicate with subcontractors to direct them unless authorized by the contract and/or the Building Official or his designated representative.

DUTIES AND RESPONSIBILITIES. Observe the progress and quality of the work to determine that it is proceeding in accordance with the contract documents. Observe the progress for model code compliance and notify the Building Official immediately if work does not conform to the contract documents, Building Department approved plans, specifications, and county building codes.

Review plans and specifications with the contractor's superintendent. Obtain necessary interpretations from the Architect and Project Engineer with approvals from the County Building Department and transmit them to the Contractor.

Attend construction meetings and document any pertinent information and record in daily log. Observe the special inspections and tests as required by the building codes, project plans and specifications and record all field reports in the daily log. Submit reports to the Building Official or his representative.

The Resident Inspector must maintain records at the construction site in an orderly manner. These records are to include as a minimum:

1. Daily reports of field observations.
2. Descriptions of tests made and the applicable locations.
3. Listing of all nonconforming items and how items were resolved.
4. Copies of all "Correction Notices" posted.
5. Itemized changes authorized by the Architect, Project Engineer, and Project Superintendent as approved by the Building Official.

If any nonconforming items remain unresolved at the end of an inspection day, the Resident Inspector is required to leave a copy of a "field report" with the Project Superintendent to be reviewed by the Building Inspector.

LIMITS OF AUTHORITY. The Project Resident Inspector shall not:

1. Authorize deviations from the contract documents, plans, specifications or codes.
2. Personally conduct or participate in special inspection tests.
3. Physically participate in the construction process.
4. Advise or direct on construction means, methods, techniques, sequences or procedures.
5. Require special inspection or testing except as authorized in writing by the Building Official.
6. Authorize or suggest that the owner occupy the building in whole or part.
7. Order the contractor to stop the work or any portion thereof.