

Jurisdiction Information

1. Jurisdiction Name: _____
- 1a. County: _____
- 1b. State: _____
2. Name of jurisdiction representative that filled out the questionnaire:

Title: _____
3. 12-month reporting period used for this survey: _____
4. What year was the jurisdiction established? _____ INA / DNA
Incorporated? _____ INA / DNA
5. What year was the building department established? _____ INA / DNA
6. What was the first year of continuous building code enforcement? _____ INA / DNA
7. Name of department enforcing building codes prior to establishment of jurisdiction's building department (if applicable): _____
8. **Chief Administrative Officer**
Prefix: ____ First Name: _____ Last Name: _____
Title: _____
Physical Address: _____
Mailing Address: _____
City: _____ State: ____ Zip: _____
Phone: _____ Email: _____
9. **Building Official**
Prefix: ____ First Name: _____ Last Name: _____
Title: _____
Physical Address: _____
Mailing Address: _____
City: _____ State: ____ Zip: _____
Phone: _____ Email: _____



Financial Information

1. Indicate the total fair market value or assessed value of all buildings in the jurisdiction served by the building department:

Fair market value: \$ _____ - or - Assessed value \$ _____

If the value above is the assessed value, show the percentage of fair market value used.
____ %

Year of most recent evaluation: _____

Indicate which of the following are not included in the above figure:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> educational facilities | <input type="checkbox"/> land value | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> government buildings | <input type="checkbox"/> military buildings | |
| <input type="checkbox"/> hospitals | <input type="checkbox"/> religious buildings | |

2. Indicate the reported construction cost for all projects permitted during the reporting period in each of the following categories. Include new construction, additions, and renovations.

Commercial: _____ Multifamily: _____

1 and 2 family

Residential: _____ Manufactured / modular homes: _____

3. How does the department determine the construction cost for a project?

- | | |
|---|---|
| <input type="checkbox"/> Model building code table without revision | <input type="checkbox"/> Builder/Contractor |
| <input type="checkbox"/> Model building code table with revision | <input type="checkbox"/> Other _____ |

4. What were the operating expenditures, including salaries and overhead, for all building department activities during the reporting period? \$ _____

5. What were the building department's training expenditures in the reporting period? \$ _____
Note: Expenditures include course fees, meals, and travel expenses but not salaries for the time spent in training.

6. Indicate total expenditures spent on public awareness programs in the reporting period.
\$ _____

7. How are the building department's operations funded?

- | | |
|---|--|
| <input type="checkbox"/> General Fund | <input type="checkbox"/> Enterprise System |
| <input type="checkbox"/> Combination: General Fund _____% | Enterprise System _____% |

Planning Information

1. Does the jurisdiction have a written plan or strategy that outlines mitigation activities following a natural disaster?

 Yes No

 If yes, what is the name of the plan?: _____

2. Does the jurisdiction have a written plan to address permit and inspection activities following a natural or man-made disaster?

 Yes No

3. Does the building department have a mutual aid agreement with other building departments to share resources following a natural or man-made disaster?

 Yes No

4. Does the jurisdiction's general or comprehensive plan contain policies related to construction and development within areas subject to natural hazards?

 Yes No

 If yes, what is the name of the plan?: _____

Natural Hazard Information

1. Mark all natural hazards your jurisdiction is subject to:

<input type="checkbox"/> Brush/Forest Fire	<input type="checkbox"/> Earthquake	<input type="checkbox"/> Riverine Flood
<input type="checkbox"/> Coastal Flood	<input type="checkbox"/> Hail	<input type="checkbox"/> Hurricane
<input type="checkbox"/> Landslide/Mudflow	<input type="checkbox"/> Lightning	<input type="checkbox"/> Snow Load
<input type="checkbox"/> Soil Liquefaction	<input type="checkbox"/> Soil Subsidence	<input type="checkbox"/> Special Wind Region
<input type="checkbox"/> Steep Slopes	<input type="checkbox"/> Shrinking/Swelling Soil	<input type="checkbox"/> Tornado
<input type="checkbox"/> Tsunami		

2. Mark all hazards that are addressed in your jurisdiction's additions, deletions, or modifications to the adopted building codes:

<input type="checkbox"/> Brush/Forest Fire	<input type="checkbox"/> Earthquake	<input type="checkbox"/> Riverine Flood
<input type="checkbox"/> Coastal Flood	<input type="checkbox"/> Hail	<input type="checkbox"/> Hurricane
<input type="checkbox"/> Landslide/Mudflow	<input type="checkbox"/> Lightning	<input type="checkbox"/> Snow Load
<input type="checkbox"/> Soil Liquefaction	<input type="checkbox"/> Soil Subsidence	<input type="checkbox"/> Special Wind Region
<input type="checkbox"/> Steep Slopes	<input type="checkbox"/> Shrinking/Swelling Soil	<input type="checkbox"/> Tornado
<input type="checkbox"/> Tsunami	<input type="checkbox"/> None	



Floodplain Management

1. Does the community have a FEMA defined and regulated floodplain, and/or any other areas where the community's flood damage prevention regulations would apply?

Yes No

If yes, please provide responses to the remaining questions in this section.

2. Does the jurisdiction allow construction in the floodplain?

Yes No

3. What is the freeboard requirement for construction in the floodplain? ____

4. Number of permits issued in the floodplain during the reporting period: ____

5. Number of variances from NFIP requirements granted during the reporting period: ____

6. Are manufactured homes allowed to be placed in the floodplain?

Yes No

If yes, who regulates such placements? _____

7. Does the jurisdiction regulate the placement of manufactured homes on foundation systems in the floodplain?

Yes No

If yes, which local department regulates such placements?

Building Department Zoning Department Housing Department
 Engineering Department Health Department

8. Are NFIP elevation certificates required for construction or development in the floodplain?

Yes No

If no, what elevation information is collected during the permitting process?

Flood Zone Base flood elevation Lowest floor elevation
 Lowest adjacent grade elevation None

9. Are any of the following design certifications required for construction in the floodplain?

V-zone (coastal) design certification
 Nonresidential floodproofing design certification
 Engineered flood openings certificate
 None

10. Which state regulations affecting construction in the floodplain are enforced locally?

Freeboard More restrictive floodway Erosion setbacks None



11. Indicate any outside authorities that regulate construction in the floodplain within your jurisdiction:

12. Does the jurisdiction have a public awareness program for flood mitigation as it relates to new construction?

Yes No

If yes, check all that apply:

- Presentations to civic groups, architects, contractors, trade schools
- Pamphlets for general public
- Department website
- TV/Radio spots
- Newspaper articles
- Newsletters



Permitting Information

1. Provide the total number of permits issued in each category during the reporting period:

Commercial/Multifamily	Building	Electrical	Fuel Gas	Mechanical	Plumbing
New Buildings					
Additions					
Renovations					
Manufactured/Modular					
Roof Replacement					
Other Building-Related ^A					
Other Non Building-Related ^B					

1 & 2 Family Residential	Building	Electrical	Fuel Gas	Mechanical	Plumbing
New Buildings					
Additions					
Renovations					
Manufactured/Modular					
Roof Replacement					
Other Building-Related ^A					
Other Non Building-Related ^B					

Note A: permits are building related; for example, barns, sheds, siding, decks, demolition and house moving, among others

Note B: permits are not building related; for example, pools, signs, and fences

2. Does the building department require a building permit for all new 1 & 2 family dwellings?

Yes No



Code Adoption Information

Adopted Codes

1. Provide information on the jurisdiction's adopted codes below:

		<u>ICC</u>	<u>NFPA</u>	<u>IAPMO</u>	<u>Other</u>	<u>Edition Year</u>	<u>Effective Year</u>
1a.	Commercial Building Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
1b.	1 & 2 Family Residential Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
1c.	Commercial Electrical Code		<input type="checkbox"/>		<input type="checkbox"/>	_____	_____
	Residential Electrical Code		<input type="checkbox"/>		<input type="checkbox"/>	_____	_____
1d.	Commercial Mechanical Code	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
	Residential Mechanical Code	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
1e.	Commercial Fuel Gas Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
	Residential Fuel Gas Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
1f.	Commercial Plumbing Code	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
	Residential Plumbing Code	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
1g.	Commercial Wildland Urban Interface	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
	Residential Wildland Urban Interface	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
1h.	Commercial Energy Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
	Residential Energy Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
1i.	Commercial Existing Building Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
	Residential Existing Building Code	<input type="checkbox"/>			<input type="checkbox"/>	_____	_____
1j.	Commercial Fire Code	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	_____	_____
	Residential Fire Code	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	_____	_____
1k.	Commercial Green Construction Code					_____	_____
	Residential Green Construction Code					_____	_____

If 'Other', please describe: _____

2. Provide ordinance/statute number adopting the current building code:

Commercial _____ Residential _____

3. Has the jurisdiction or other authority made amendments to the adopted building codes that weaken the structural design provisions intended to mitigate against natural hazards?

Commercial Yes No Residential Yes No

Describe the amendments: _____

4. Does the jurisdiction adopt and enforce regulations that mandate the installation of fire sprinklers systems in all new 1 & 2 family dwellings?

Yes No



Building Official Information

1. Does the building official possess any of the following qualifications?

- Certified Building Official certification (or equivalent)
- Licensed engineer or architect
- None

2. Indicate the building official's highest level of formal education:

- High school diploma
- Associates degree
- Bachelors degree
- Post-graduate degree

3. Indicate the building official's work experience (in years):

Construction (prior to code enforcement) _____
 Code Enforcement _____
 Building Official _____

4. How does the community select the building official (mark all that apply)?

- Examination (certification, CBO, Civil Service), Exam type: _____
- Peer Review by other building officials
- Promotion
- Appointed

5. Is there a written job description for the building official?

- Yes (please provide a copy) No

Certifications and Licensing

1. Is there a statewide or local mandate requiring code officials to be certified (mark all that apply)?

	Plan				Plan		
Commercial	<u>Inspection</u>	<u>Review</u>	<u>None</u>	Residential	<u>Inspection</u>	<u>Review</u>	<u>None</u>
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



2. Are code officials required to complete code-specific training classes prior to taking certification exams?

Plan				Plan			
Commercial	<u>Inspection</u>	<u>Review</u>	<u>None</u>	Residential	<u>Inspection</u>	<u>Review</u>	<u>None</u>
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Does your certification program require continuing education? If yes, what is the interval for recertification?

Commercial		<u>None</u>	Residential		<u>None</u>
Building	_____ years	<input type="checkbox"/>	Building	_____ years	<input type="checkbox"/>
Electrical	_____ years	<input type="checkbox"/>	Electrical	_____ years	<input type="checkbox"/>
Fuel Gas	_____ years	<input type="checkbox"/>	Fuel Gas	_____ years	<input type="checkbox"/>
Mechanical	_____ years	<input type="checkbox"/>	Mechanical	_____ years	<input type="checkbox"/>
Plumbing	_____ years	<input type="checkbox"/>	Plumbing	_____ years	<input type="checkbox"/>

4. What is the timeframe for code officials to obtain certification?

Plan					
Commercial	<u>Inspection</u>	<u>Review</u>	<u>None</u>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire

Plan					
Residential	<u>Inspection</u>	<u>Review</u>	<u>None</u>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeframe: Years _____	<input type="checkbox"/> Prior to Hire

5. Are code officials required to have trades experience prior to obtaining certification?

Plan				Plan			
Commercial	<u>Inspection</u>	<u>Review</u>	<u>None</u>	Residential	<u>Inspection</u>	<u>Review</u>	<u>None</u>
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



6. Does the department pay certification examination fees?
 Commercial Yes No Residential Yes No
7. Does the department provide incentives, bonuses, promotions, or salary increases to code officials who obtain outside training or certification?
 Commercial Yes No Residential Yes No
8. Does the department pay for continuing education?
 Commercial Yes No Residential Yes No
9. Is there a statewide or local mandate for contractors or tradespeople to be licensed and/or certified (mark Experience and/or Exam if required)?

Commercial

Residential

	<u>Yes</u>	<u>No</u>	<u>Experience</u>	<u>Exam</u>		<u>Yes</u>	<u>No</u>	<u>Experience</u>	<u>Exam</u>
Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuel Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Are contractors required to post performance or surety bonds to ensure completion of the project?
 Yes No
11. Does the department have certified permit technicians on staff?
 Yes No

Appeals Board Information

1. Does the jurisdiction have a formal appeals process?
 Yes No

If yes, indicate the authority who would hear appeals related to the building department's code interpretations:

- Building code board of appeals Zoning board of appeals
 City manager City/Town council
 Mayor Other: _____



2. List appeals board members, their occupations, and building code-related training hours received in the reporting period.:

Name	Occupation	Training Hours	Board Type
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
			<input type="checkbox"/> Commercial <input type="checkbox"/> Residential

Other Code Administration Information

1. Does the jurisdiction have zoning provisions which attempt to mitigate the effects of natural hazards other than flood, for the following types of structures?

Commercial Yes No Does not apply
 Residential Yes No Does not apply
 Critical Facilities Yes No Does not apply

If yes, describe: _____

2. Does the jurisdiction have zoning provisions covering general land use?

Yes No

3. Does the building department have a public awareness program?

Yes No

If yes, please mark all that apply:

Presentations to civic groups, architects, contractors, trade schools
 Pamphlets for general public Newspaper articles
 Department website Newsletters
 TV/Radio spots



Indicate the number of staff hours spent on public awareness during the reporting period:

4. Do department staff participate in any code organizations?

Yes No

If yes, check all that apply:

ICC NFPA State Other: _____

If building department staff participate in code organizations, do these organizations submit suggested changes to the building codes?

Yes No

Which meetings do members of the building department attend?

Midyear meetings Annual meetings
 Chapter meetings Do not attend meetings

Which of these code organizations do building department staff belong to?

Local State None

5. Does the building department have general personnel or administrative policies related to employee performance guidelines and employee practices?

Yes No

6. Does the building department have written policies covering department-specific items such as technical requirements, procedures, or code interpretations?

Yes No

If yes, are these department policies readily available to the public?

Yes No



Plan Review Information

1. Provide the total number of structural building code plan reviews performed in each category for the reporting period (include plan reviews performed by third parties):

Commercial

New Buildings	Additions	Renovations	Manufactured/Modular	Roof Replacement	Other Building-Related	Other Non Building-Related

Residential

New Buildings	Additions	Renovations	Manufactured/Modular	Roof Replacement	Other Building-Related	Other Non Building-Related

2. Does the department require plan reviews to be completed to verify compliance with the following codes?

- | | | |
|------------|-------------------------------------|--------------------------------------|
| Electrical | <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential |
| Fuel Gas | <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential |
| Mechanical | <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential |
| Plumbing | <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential |

3. Provide the total number of electrical, fuel gas, mechanical, and plumbing plan reviews performed during the reporting period:

Commercial: _____ Residential: _____

4. Does the department require plans detailing structural criteria for all new buildings and additions?

Commercial Yes No Residential Yes No

If yes, does the department or qualified designee perform a structural building code plan review prior to issuing the building permit?

Commercial Yes No Residential Yes No

5. When a proposed 1 & 2 family dwelling project contains complex or unusual design features, does the department require a detailed structural building code plan review be conducted?

Yes No

6. Are all structural plans required to be prepared by a registered design professional?

Commercial Yes No Residential Yes No

7. Are structural building code plan reviews conducted when the plans have been prepared by a registered design professional?

Commercial Yes No Residential Yes No

8. Does building department policy require that structural design issues such as continuous load paths, design load assumptions, and calculation methodologies are a part of all plan reviews?

Commercial Yes No Some _____%
 Residential Yes No Some _____%

9. Does the building department's plan review process specify which required special inspection reports are to be submitted to the department?

Yes No

10. Do building department plan reviews include the provisions of the Wildland Urban Interface and Energy Code?

Commercial Wildland Urban Interface Energy None
 Residential Wildland Urban Interface Energy None

11. Does the building department rely on model code evaluation reports to approve new products and procedures related to building design?

Yes No

If yes, indicate which resources the building department uses to evaluate new products and procedures.

ICC NFPA NES State UL Listings
 Other: _____

12. Does the department use a detailed written checklist for building code plan reviews?

Commercial Yes No Residential Yes No

If yes, does the checklist become part of the permanent record?

Commercial Yes No Residential Yes No



13. How does the building department evaluate the performance of plan reviewers?

How Often?

- General performance evaluation _____
- Follow-up plan review _____
- Performance not evaluated _____

14. Does the department use a plan review service such as a state or a third-party agency?

Commercial Yes No Residential Yes No

If yes, provide the name of the plan review service(s): _____

Inspection Information

1. Does the building department conduct field inspections for the following?

Commercial/Multifamily Yes No 1 & 2 family residential Yes No

2. Provide the total number of inspections conducted for each category during the reporting period (include inspections performed by third parties):

Commercial/Multifamily	Building	Electrical	Fuel Gas	Mechanical	Plumbing
New Buildings					
Additions					
Renovations					
Manufactured/Modular					
Roof Replacement					
Other Building-Related ^A					
Other Non Building-Related ^B					

1 & 2 Family Residential	Building	Electrical	Fuel Gas	Mechanical	Plumbing
New Buildings					
Additions					
Renovations					
Manufactured/Modular					
Roof Replacement					
Other Building-Related ^A					
Other Non Building-Related ^B					

Note A: building-related permit examples: barns, sheds, siding, decks, demolition and house moving, among others

Note B: Other non building related permit examples: pools, signs, fences, and retaining walls, among others

3. Does the department use an outside inspection service such as the state or a third-party agency?

Commercial Yes No Residential Yes No

If yes, provide the name of the inspection service(s):

Does the department require that all outside inspectors are certified?

Yes No

4. Does the building department have the authority to issue stop work orders?

Yes No

5. What percentage of building inspections result in correction notices?

_____ %

6. Does the department use a detailed written checklist in the building inspection process?

Commercial Yes No Residential Yes No

If yes, does the checklist become part of the permanent record?

Commercial Yes No Residential Yes No

7. Does the building department require special inspections for specific structural elements?

Yes No

If yes, what certification requirements are there for special inspectors?

Exam Experience Interview Other: _____ None

8. Do structural inspections conducted by the department focus on features that mitigate against natural hazards the jurisdiction is subject to (e.g. wind, seismic)?

Yes No

If yes, explain: _____

9. Do building department inspections include the provisions of the Wildland Urban Interface and Energy Code?

Commercial Wildland Urban Interface Energy None
Residential Wildland Urban Interface Energy None

10. Does the building department require a final inspection before a certificate of occupancy is issued?

- Commercial Yes No Building type not inspected
Residential Yes No Building type not inspected

11. Does the building department require that a certificate of occupancy be issued prior to a new building being occupied?

- Commercial Yes No Building type not inspected
Residential Yes No Building type not inspected

12. How does the building department evaluate the performance of inspectors?

- General performance evaluation
 Follow-up field inspection
 Performance not evaluated

How Often?
