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*Public Service with integrity*

## **Virtual Inspection Program- Scheduling a Virtual Inspection**

Check if your inspection qualifies for virtual inspection (see attached list of eligible types). Some inspections might not be suitable for virtual inspection.

Contractors must submit inspection requests through the online inspection portal within OpenGov with a 7 AM cutoff time for same business day inspections. On-site contact information will need to be provided including name and telephone number. Phone requests cannot be accommodated at this time.

*\*The inspector may conduct any required inspection, at their discretion, provided code compliance can be validated.*

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### **Prior to the Virtual Inspection**

Ensure you have the necessary tools (e.g., flashlight, tape measure, GFCI tester, ladder, etc.)

Have your approved plans, building/permit card (when applicable), and other documents on site.

Everything the inspector needs to see must be visible and clearly shown on video.

If the inspector can't fully inspect remotely, they may require an on-site visit.

Be prepared to answer the call anytime during the scheduled period.

Location services are turned on for the device used in the inspection.

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### **During the Inspection**

Follow the inspector's instructions for the walk-through.

The on-site contact conducting the inspection will be responsible for signing the building/permit card (when applicable) to document the virtual inspection.

Do not cover up work that needs correction until re-inspected.

The representative must be able to communicate with the inspector at all times.

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### **After the Inspection**

Inspection results will be documented in Opengov shortly thereafter.

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Failure to meet these conditions may result in a failed inspection and possible delay for your project.

The Building Official reserves the right to decline participation in this program due to the size, breadth, or complexities of a project.

7/1/25

## **Approved Inspection List for Utilizing the Virtual Process**

<b><u>Building</u></b>		<b><u>Mechanical</u></b>		<b><u>Electrical</u></b>	
C	Above Ceiling Rough	C	Above Ceiling Rough	C	Above Ceiling Rough
R	Deck - Rough Framing	C & R	AC Replacement	C & R	Pool Bonding
C	Fire Suppression - Hydro	C & R	Furnace Replacement	C & R	Qualifying Re-inspections***
C & R	Fire-Rated Assembly	C & R	Gas Line - air test	C	Rough Walls
C & R	Footing	C & R	Gas line - rough	C & R	Service - Permanent & Temporary
C & R	Foundation *	R	Pool Final	C & R	Underground /Slab
C & R	Insulation	R	Pre-Fabricated Fireplace		
R	Photovoltaic Finals	C	Product Refrigeration		
R	Pool Final	C & R	Qualifying Re-inspections***		
R	Post and Frame**	C & R	Rough		
C	Private Fire-Main Hydro	C & R	Underground		
C	Private Fire-Main Underground				
C & R	Qualifying Re-inspections***				
C & R	Slab				

R= Residential

C= Commercial

\* Foundation inspection includes steel, drainage, waterproofing, & insulation

\*\* Post & Frame includes footings, foundation, and pre-sheathing rough

\*\*\*A qualifying reinspection is a follow-up inspection to confirm that any previously identified issues have been addressed. It can be conducted on projects where the inspector is confident in the ability to validate compliance.

The inspector may conduct any required inspection, at their discretion, provided code compliance can be validated.