
Building Permit Reinspection Fee Requirements

PURPOSE

The California Building Code specifies assessment of reinspection fees in certain circumstances. The purpose of this policy is to provide guidelines to staff as to when to assess reinspection fees so that there is uniformity in the collection of the fees.

GENERAL

The California Building Code (CBC) Section 108.8 states in part: *“A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. This section is not to be interpreted as requiring reinspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practice of calling for inspections before the job is ready for such inspection or reinspection”*

It is the intent of this policy to provide guidelines for the consistent application of the reinspection fee to a project.

AUTHORITY

The Building Official shall have the authority to render interpretations of the code and adopt and enforce rules and supplemental regulations to clarify the application of its provisions per Section 104.2.1 of the California Building Code. Additionally, Section 108.8 “Reinspections” of the California Building Code.

POLICY

Building Inspectors are authorized to assess reinspection fees in the following cases:

- A. The street address is not posted at the property and the property cannot be located after a reasonable effort has been made or a detailed site plan showing the location of the work is not available to the inspector resulting with the inability to locate the job. (Note: The street address must meet fire safe standards if these apply to the job. Failure to meet fire safe standards will be noted on a correction notice and will not be subject to reinspection fees unless the property cannot be located.)
- B. Approved building plans or the job card are not available at the job site when the inspection is called for.
- C. The job is not ready for inspection when the inspector arrives. (A previous correction notice where not all items were addressed is not justification for reinspection fee).

- D. Corrections have not been made from previous inspections (this applies where the area needing correction would be covered up at the next routine inspection stage).
- E. Required special inspections have not been completed or the reports are not available.
- F. Substantial deviation from the approved set of plans without approval of the Plan Check Section.
- G. A locked gate prevents access to the job site.
- H. Dog prevents access to the job site.
- I. Access to area of inspection hazardous or unsuitable and cannot be rectified in a reasonable time.
- J. Driveway/roadway to job site not accessible (job site too far to walk).

APPLICATION:

- A. Inspectors are expected to act reasonably in the application of these fees to recover costs associated with “wasted” inspections. If the situation is clearly out of the control of the permit holder the fees should not be assessed. If the Building Inspector has questions regarding the applicability of this policy, the Building Inspection Section Supervisor should be consulted.
- B. Fees must be paid prior to the next inspection request. They may be paid in person at the department or by credit card over the phone.
- C. The inspector is to note the reinspection fee on a correction notice. A copy shall be maintained in the active permit file (tub file) and provided to the clerical support for entry into Permits Plus.

APPEALS: Any appeals to this policy shall be made first to the Building Inspection Supervisor and then to the Building Official after review by the Division Manager. Work may be authorized to proceed by the Building Inspection Section Supervisor, the Division Manager or the Building Official.

Approved by:

/s/ Pete Parkinson

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