



CITY OF BURLINGTON

INSPECTIONS DEPARTMENT

Jay L. Mebane
Inspections Director

Memorandum

To: City of Burlington Inspections Department Staff

From: Jay L. Mebane, Inspections Director

Date: March 16th, 2020

Subject: Temporary Live-Remote Inspections – **While Under a National Emergency**

The North Carolina Code Officials Qualification Board has created a process whereby inspectors can perform and allow live-remote inspections. North Carolina Code Official Qualifications Board has also released a guidance paper on the expected process of such inspection should a jurisdiction seek a technological enhanced inspection process.

During the state of national emergency to better serve our customers we will allow remote-live inspections. These inspections are very specific and must be followed exactly how it is spelled out in the guidance paper. Below is our process in how we as a jurisdiction will utilize this option.

- Use of Live-Remote
 - Live-Remote is not afforded to each permit holder. Past performance such as 15 or more failed inspections (1-2 Family Dwellings), failure to pay permit fees, unrequested final inspections, etc. can result in live-remote inspections not being granted.
 - Live-Remote Inspection is not a video but a live view of an inspection site conducted on technology such as a phone using facetime, skype, video-phone call, etc.
- Inspections that are **Prohibited** from Live-Remote Inspections
 - Electrical – Except Photovoltaic (Solar Systems)
 - Gas
 - Ventilation of Appliances
- Inspections that are **Approved** for Live-Remote Inspections
 - Sewer and Water Trench Inspections up to 100' – Rough-In Partial
 - Shower Pan Inspections – Rough-in Partial
 - Residential Porch Columns – Building Framing – Partial
 - PV Solar Residential Rooftop – Rough-in Electrical
 - HVAC Change out – Final Electrical & Mechanical (**NO GAS**)
 - Manufactured Home Marriage Line Connection – Final Set-up Inspection
 - **RE-Inspections** – **Max of 4 Violations to be permissible** - Footing, Foundation, Slab, Building Framing, Insulation, Rough-in Plumbing, Rough-in Mechanical, Final

Plumbing, Final Mechanical and Final building (Note: These are not first-time inspections and no additional work can be inspected than what was inspected before).

- How to Request a Live-Remote Inspection
 - Permit holders must call the front office to request a Live-Remote Inspection. A 2-hour time period for the inspection to be conducted must be provided.
 - If this is a re-inspection – the previous inspector is responsible for conducting the Live-Remote Inspection.
 - All tools required per the Guidance Paper must be in hand for the Live-Remote Inspection. Inspectors may request additional tools to verify compliance.
 - Poor Connection can result in the inspection being denied whereby an in person inspection is required.
 - Failure to follow the directions of the inspection will result in the inspection being denied
 - Requesting inspectors to inspect work not previously inspected or in addition to what has been requested to be inspected can result in live-remote inspections being denied in the future.
 - **Re-Inspections must be conducted within 10 days of the in-person inspection**

- Auditing
 - Inspectors will audit job sites to ensure the compliance and consistency of inspections.

Any questions pertaining to this policy shall be directed to the Director of Inspections. Additional inspections outside of the listed inspections shall be approved by the NC Code Official Qualification Board and shall not be conducted by the jurisdiction.