



INFORMATIONAL BULLETIN

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REINSPECTION FEE POLICY

Purpose

The purpose of this information bulletin is to identify and summarize state and local regulations relating to collection of reinspection fees, identify reinspection fees in the City of Irvine Fee Schedule, describe conditions that would precipitate the assessment of reinspection fee, and to describe the reinspection fee process.

Definitions

Building Official. The Chief Building Official of the City of Irvine or their designee.

City. The City of Irvine.

Code Regulations

Irvine Municipal Code Sections 5-9-208A and 5-10-128D indicate that a reinspection fee may be assessed by the Building Official for each inspection when such portion of work for which inspection is called is not complete, for each reinspection when corrections called for on the previous inspection are not made, or when any reinspection is required due to negligence of the permit holder, their agent, or other responsible persons. Where reinspection fees are assessed, additional inspection of the work will not be performed until the required fees have been paid.

Item 20 in Schedule II of the City of Irvine Community Development Fee Schedule prescribes a reinspection fee of \$174.24 per inspection.

Reinspection Fee Policy

Calling for inspection under conditions where the City inspector is unable to complete a valid inspection can negatively impact to the Building and Safety Inspection Section's ability to effectively meet the daily inspection work volume. Such conditions may include (but are not limited to) calling for inspection and:

- the work is incomplete or otherwise not ready.
- the corrective work (i.e., work to address corrections from a prior inspection) is incomplete or otherwise not ready.

- approved building plans or City job card are not available at the job site.
- required certifications or inspection reports from third-party are unavailable.
- the work deviates significantly from the approved plans without prior approval from the Plan Check Section.
- conditions or other obstacles prevent the inspector from accessing the area to be inspected.

When one or more of the conditions above exists, a reinspection fee may be assessed at the inspector's discretion pursuant to the IMC sections and City fee schedule described in the previous section. Inspectors are expected to evaluate each case objectively and reasonably to determine if a reinspection fee is necessary to recover costs associated with time misspent responding to an invalid inspection request.

Where reinspection fees are assessed, the inspector will initiate the process and the project point-of-contact will receive an email with instructions for online payment. Reinspection fee payments may not be made in person or over the phone. The ability to schedule inspections for the project will be suspended and all pending inspection requests will be cancelled until applicable reinspection fees have been paid and processed. Reinspection fee processing may take 1-3 business days.