



# BUILDING DEPARTMENT POLICY / INTERPRETATION

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**TO:** Whom it may concern  
**FROM:** George Reid, Chief Building Official  
**DATE:** February 20, 2019  
**SUBJECT:** Inspection Restrictions Policy

In order to maintain a fair and consistent scheduling system, the Vineyard City Building Department has put into the place the following inspections restrictions:

- Inspection requests must be made a minimum of one (1) business day before the requested day for the inspection.
  - Inspectors *may*, at their discretion, choose to pick-up a same-day inspection.
- Cancellation of inspections the day of the inspection constitutes an inspection that is not ready. A re-inspection fee *may* be assessed if a same-day cancellation occurs as determined by the Building Official.
- A requested inspection that is not ready on the scheduled day of the inspection and has not been canceled will be assessed a re-inspection fee.
- A re-inspection fee will be assessed for any additional re-inspections beyond the original and first re-inspection.
- When a re-inspection fee is assessed, a one business day waiting period is required before the re-inspection may be performed unless waived by the Building Official.
- The Building Department may limit the ability for contractors to schedule re-inspections at the same time that original inspections are requested (e.g. requesting a Final inspection and a Re-Final inspection for the following day during the same request).

This policy is not intended to penalize a builder, its intent is to maximize the Building Department's efficiency and ensure active construction sites in Vineyard receive prompt inspections.

If a re-inspection fee has been assessed and the recipient feels that the fee is not warranted, a request may be submitted to the Building Official for review.

Chief Building Official

Date February 20, 2019