



City of Kingsburg

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GUIDELINES FOR CODE COMPLIANCE INSPECTIONS

The following information is provided to applicants as a guide to the Code Compliance Inspection process. If you should have any questions regarding this process, or subjects not addressed in this guide, please contact the City of Kingsburg Building Division. ***A Code Compliance Inspection Permit will also be required to be paid.***

QUICK FACTS ABOUT ILLEGAL/UNPERMITTED CONSTRUCTION

- Building Permits are required by local and State law for certain types of construction.
- There is no statute of limitations on illegal construction.
- If any work was done illegally in the past, the passage of time or change in ownership does not make non-permitted work legal.
- Unpermitted work is often not covered by the building's insurance, which may make the current owner liable for any damage repairs to or caused by the unpermitted work.
- To legalize work that was built without a permit, work must comply with current codes, including the Building, Zoning, and Energy Codes.

WHAT IS A CODE COMPLIANCE INSPECTION?

A Code Compliance Inspection is a process in which the Building Division conducts an investigation in regards to construction which has been performed without the required permits or inspections. This process normally involves inspections of the unpermitted construction and research, which results in the issuance of a Code Compliance Inspection Report.

WHEN REQUIRED

In accordance with the *California Building Code* Section 110.8.8, it is required whenever construction is commenced without first obtaining a permit. The Code Compliance Inspection must be completed prior to the submission of any permit documents, plans, or issuance of a permit for such work.

APPLICANT'S RESPONSIBILITIES

After payment of the required fees, the applicant shall request a Code Compliance Inspection using the established process for Inspection Requests in the City of Kingsburg.

In order to complete the investigation, the Applicant is responsible for uncovering or otherwise exposing the elements of construction so that inspections can be performed. The following items must be exposed prior to requesting the Inspection:

- **Foundation:** Expose the foundation at each exterior wall by excavating a trench parallel to the footing. This trench shall be approximately 3-feet in length, 1-foot wide, and to the depth of the footing.
- **Underfloor Plumbing:** For slab-non-grade construction, this will necessitate saw-cutting the slab to expose drainage piping. Water piping may be tested by the static water or air pressure methods provided joints do not occur under the slab. For raised-floor construction, remove the floor sheathing to expose the plumbing lines.

- *Floor Framing:* For raised-floor construction, remove floor sheathing to expose the floor framing. As a minimum, for a typical room addition, one full sheet should be removed adjacent to each bearing wall.
- *Wall Framing, Electrical, and Plumbing:* The wall covering one side of every wall must be removed to expose all framing, electrical, and plumbing for inspection.
- *Ceiling/Roof Framing:* If the attic has a minimum height of 30-inches and a 22-inch by 30-inch access opening, it is considered accessible. In that case, ceiling coverings may not need to be removed. Cathedral ceilings necessitate the removal of all ceiling coverings.

At the time of inspection, the Inspector will inform you if other items need to be exposed. Also, a ladder of sufficient height to access the attic and roof must be provided.

If repeated inspections are caused by failure to adequately expose construction, a Reinspection Fee may be assessed.

The above guidelines apply to only One- and Two-Family Residential construction of typical light-frame, conventional design. Other types of construction or unusual circumstances may require the employment of different measures for a Code Compliance Inspection. Please inquire with the Building Division for further information.

THE CODE COMPLIANCE INSPECTION REPORT

After the inspections and research are completed, a written report may be prepared, or a correction notice may be completed. This report will explain the code deficiencies found and the necessary corrective actions. Also, code sections are provided for reference purposes. If you are not familiar with code requirements, copies of the adopted Codes for the City of Kingsburg are available at City Hall and may be obtained online. The report will also specify whether plans will be required prior to permit issuance.

After giving the applicant the report, the Inspector will normally schedule a meeting with the Applicant to go over the report, answer any questions, and assist the Applicant in reviewing the options to obtain compliance.

The Applicant should use the report to obtain bids from licensed contractors or designers, or otherwise estimate the costs associated with legalization of the structure and/or construction through the permitting process. The Applicant has the sole discretion to determine if it is financially feasible to legalize the structure and/or construction and elect to obtain a building permit and complete the work. If the owner elects not to complete the permit process, then the unpermitted/illegal construction removal must be approved by obtaining the proper permits.

In order to legalize an un-permitted structure or construction, a permit ***MUST*** be obtained after the completion of the Code Compliance Inspection process. All deficiencies outlined in the Report must be corrected, and all required inspections must be obtained including Final Inspection and Approval. Fees paid for the Code Compliance Inspection will not be applied to the cost of the Building Permit. The required fees in accordance with *California Building Code* Section 109.4 may also be required.