



NOV. 16, 2020 UPDATE

In an effort to prevent the spread of COVID-19, several City of Iowa City facilities continue to remain closed to the general public including City Hall and the front service counter of the Neighborhood and Development Services Department. Building Inspection Services has outlined the following guidance to assist builders and developers in requesting inspections and limiting interactions in the field during this time. Beginning November 20th, remote virtual inspections will again be required for interior inspections of occupied structures.

PERMIT APPLICATIONS

All permit applications are available online and applications continue to be required to be submitted electronically using the City's Customer Self-Service portal (CSS).

You can find all of the permit applications for Building Inspection Services in the [CSS portal here](#).

BUILDING INSPECTIONS

Building Inspection services will continue, with some restrictions in place, to protect the safety of the public, our builder and contractor partners, and our employees. Since March building inspections staff have been working remotely from their vehicles and are in limited physical contact with other City staff.

General guidelines for all inspections:

- All inspection requests are now taken online via the [CSS portal](#). We ask that if you or anyone on the job site have any COVID19 symptoms, that you delay your request or follow our remote inspection process instead.
- In order to limit exposure to as few individuals on site as possible, we request that only the Sub-contractor or General Contractor be present on site at the time of inspection. Applicable State and City mask use and social distancing separation must be followed.
- Building Inspection Services staff may evaluate the risk before proceeding with any scheduled inspection.
- To request interior inspections of occupied structures, please contact Terry Goerdt at (319) 356-5124 or Tim Hennes at (319) 356-5122. Inspections will be evaluated

on a case-by-case basis to determine the best course of action depending on life safety issues. Alternate types of documentation such as photos, videos, or live video sessions may be permissible depending on circumstances.

Building Permit Inspections

No Modifications: Inspections that will occur as normal:

- Exterior footings, foundations, decks, accessory structures.
- Residential and commercial projects where the structure is unoccupied.
- In general, any new unoccupied construction project or outside project where exposure can be limited.

Modifications: Inspections that will be adjusted for public safety:

- Interior residential/ commercial where occupants are present will be determined on a case-by-case basis when inspection is requested. We will evaluate the life safety issues and determine the best course of action. Depending on the project, photos, videos, or live video of the area may be considered to determine compliance.
- All other projects that pose a hazard from exposure will be determined on a case-by-case basis. Depending on the project, photos, videos, or live video of the area may be considered to determine compliance.

Mechanical / Plumbing / Electrical Permit Inspections

Life safety issues including no heat, no water, no electrical will be evaluated and prioritized. We will work with subcontractors on limiting risk during inspections.

No Modifications: Inspections that will occur as normal:

- Exterior sewer and groundwork
- Un-occupied commercial and residential projects
- Accessory structures
- Gas Pressure Test outside the structure
- Gas Meter Release outside the structure
- Electrical service
- Temp electrical service

Modifications: Inspections that will be adjusted for public safety:

- Inspections of appliance replacements such as furnaces and water heaters in single family dwellings will be suspended until further notice. The contractor may take photos of the work and email to Jacob Stahl or Jacob Spratt at Jacob-Stahl@iowa-city.org or Jacob-Spratt@iowa-city.org
- Interior Residential and Commercial where occupants are present will be evaluated on a case-by-case basis. Depending on the project, photos, videos, or live video of the area may be considered to determine compliance.

- Any project that poses a hazard from exposure will be evaluated on a case-by-case basis and possibly postponed. Depending on the project, photos, videos, or live video of the area may be considered to determine compliance.