



MIKE CAUSEY, INSURANCE COMMISSIONER & STATE FIRE MARSHAL  
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

March 16, 2020

**MEMORANDUM**

**TO:** Chief Code Official and County/City Managers

**FROM:** Cliff Isaac, PE *CI*  
Deputy Commissioner  
NC Department of Insurance

**SUBJECT:** Permitting / Requested Inspections

During the past week, the President of the United States and the Governor of North Carolina have declared a state of emergency. The current situation we are all in is alarming on many levels.

Our office has received many calls and emails regarding inspection departments and inspections. The current statutes require requested inspections to be performed within two business days and that the initial plan review on single family dwellings must be performed within 15 days. Given this serious situation, there may be building inspection departments that do not meet those goals soon. Currently, inspection departments are performing inspections within two business days with a vast amount being performed within one day. Permit holders should continue to request inspections until further notice.

It is our understanding that some building inspection departments are taking precautions limiting the number of people and the public from possible exposure to the virus. These local inspectors are still performing requested inspections, and most have laptops/cell phones. When inspectors arrive at jobsites, they need to take precautions to prevent exposure to the virus. An inspector can refuse to perform an inspection if the jobsite is unsafe but may be able to perform the inspection remotely. Permit holders should make sure the jobsites are clean and provide a safe environment for all workers.

Inspectors can perform live-remote (LR) inspections using the following guidance paper approved by the NC Code Officials Qualifications Board. The use of LR inspections is determined by the local jurisdiction. [https://ncdoi.com/OSFM/Engineering\\_and\\_Codes/Documents/Interpretations4/Guidance%20Papers/Live%20Remote%20Paper%2010-2019%20Board%20Approved.pdf](https://ncdoi.com/OSFM/Engineering_and_Codes/Documents/Interpretations4/Guidance%20Papers/Live%20Remote%20Paper%2010-2019%20Board%20Approved.pdf)

Guidance has been issued for Engineers/Architects performing certain element/component inspections. [https://ncdoi.com/OSFM/Engineering\\_and\\_Codes/Documents/Interpretations4/Guidance%20Papers/GS%20160A-413.5%20Acceptance%20of%20RA%20or%20PE.pdf](https://ncdoi.com/OSFM/Engineering_and_Codes/Documents/Interpretations4/Guidance%20Papers/GS%20160A-413.5%20Acceptance%20of%20RA%20or%20PE.pdf)

Please forward this information to your managers.

If you have additional questions, please feel free to contact me at [cliff.isaac@ncdoi.gov](mailto:cliff.isaac@ncdoi.gov) or 919-605-9652.