



**Boulder County  
Community Planning  
& Permitting  
Publications**

# **Inspection Coordination & Scheduling During COVID-19 Public Health Precautions**

**Community Planning & Permitting**  
Courthouse Annex  
Building 2045 13th Street  
PO Box 471  
Boulder, CO 80302

**Building Safety &  
Inspection Services:**  
EZBP & License Applications,  
Reports & Letters  
ezbp@bouldercounty.org  
303-441-3926

**Plan Review & Building Code Questions:**  
building@bouldercounty.org  
720-564-2640  
www.bouldercounty.org

## **Inspection Coordination & Scheduling**

Boulder County Building Safety & Inspection Services performs inspections Monday through Thursday throughout the unincorporated areas of Boulder County (which includes the mountains and the plains).

### **Inspection Requests (except Roofing Inspections)**

Due to COVID-19 restrictions, not all inspections will be able to be performed onsite and may require an alternative inspection approach. Generally, we can perform onsite inspections that are outdoors or are in spaces that are physically isolated from occupied spaces (and have direct access from the exterior without passing through occupied spaces). All inspection requests placed with our Automated Inspection Scheduling System are being reviewed by Inspection Staff and we will reach out as needed to the contact person listed to discuss the inspection process and determine if it can be completed onsite or if it requires a virtual inspection.

All inspections inside occupied homes will require virtual inspections or postponement until COVID-19 restrictions have been lifted. In special circumstances alternative arrangements may be possible (please contact us to discuss this further).

All inspection requests must be received through the automated inspection scheduling system before 3:30 p.m. (Monday through Thursday) in order to be eligible for the following business day scheduling. All requests received after 3:30 p.m. on weekdays, or during weekends, will be put in the queue for inspection requests for the following business day. *Although every effort will be made, next day inspections are not guaranteed, and the time of the inspection cannot be guaranteed.*

### **Roofing Inspections**

Boulder County Building Inspectors no longer perform onsite roof inspections. All roofing inspections are now done through photo documentation provided to us by the roofing contractor or property owner. Photos of the roof installation should be submitted using the online roofing inspection request form at [www.bouldercounty.org/property-and-land/land-use/building/building-inspections-submit](http://www.bouldercounty.org/property-and-land/land-use/building/building-inspections-submit).

After receipt of the roofing photos, the Boulder County Building Inspection Team will review the photos within 24 hours and inspection results will then be available on the building permit records page at [www.boco.org/BuildingPermitRecords](http://www.boco.org/BuildingPermitRecords).

### **Pre-Rough Wildfire Inspections**

All pre-rough wildfire inspections must be scheduled directly with your Wildfire Mitigation Coordinator:

- Abby Silver, [asilver@bouldercounty.org](mailto:asilver@bouldercounty.org), 720-564-2641
- Kyle McCatty, [kmccatty@bouldercounty.org](mailto:kmccatty@bouldercounty.org), 720-564-2625

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## **Transportation Access Inspection Requests**

For Final Transportation Access inspections, please schedule inspection code #82 by noon Thursday to be placed on the list of inspections to occur the following week. The Transportation Planning staff will reach out to the contact person to discuss the inspection and give a date and time of the inspection.

Scheduled inspections must be ready on the day requested, or a re-inspection fee may be charged. The re-inspection fee must be paid before rescheduling. If you find that you will not be ready for a scheduled inspection, please call to cancel the inspection using the automated phone system. Inspections cannot be canceled the day of the inspection using the automated phone system, so to cancel the day of the inspection please send an email to [buildinginspectors@bouldercounty.org](mailto:buildinginspectors@bouldercounty.org) prior to 9 a.m. the day of the inspection.

All required inspections must be performed by Building Safety & Inspection Services with the exceptions of caisson, footing, and foundation wall inspections, as well as structural framing. These inspections may be performed by a qualified, state-licensed engineer.

Engineer inspections require an original signed and sealed inspection report submitted to the Boulder County Building Safety & Inspection Services office by email to [ezbp@bouldercounty.org](mailto:ezbp@bouldercounty.org) prior to the rough inspections.

Please check the back of your permit card for all required conditions for your project prior to scheduling inspection.

### **To Schedule an Inspection: Please Call 303-441-3925, then Press "1"**

The permit number and inspection code are required to schedule inspections. The permit number can be found on the top righthand corner of the permit card and begins with "BP." The inspection codes can be found on the inspection card, as well as on the back of this publication. Unfortunately, we are not able to accommodate requests for specific inspection times.

### **To Find Out the Time of Your Inspection: Please call 303-441-3925, then press "2"**

This information is updated at 9 a.m. on the day of your inspection. Please note that the time designation is approximate and is subject to change due to circumstances that may cause Inspectors to fall behind or get ahead of schedule. If this happens, we will make every effort to contact you. View the inspection list online at [www.boco.org/BuildingInspections](http://www.boco.org/BuildingInspections).

### **To Cancel or Reschedule an Inspection: Please call 303-441-3925, then press "3"**

Inspections cannot be canceled through this option the day of the inspection, so to cancel an inspection the day of the inspection, please email to [buildinginspectors@bouldercounty.org](mailto:buildinginspectors@bouldercounty.org) to cancel.

### **To Obtain Inspection Results: Please call 303-441-3925, then press "4"**

Search and view Inspection Results online at [www.boco.org/BuildingPermitRecords](http://www.boco.org/BuildingPermitRecords).

## Automated Phone Inspection Codes

Use the following codes when using the Automated Phone Inspection Scheduling system, 303-441-3925. Codes are listed in the usual order of inspection:

11 Silt Barriers	60 Complete Final
12 Footings, Pads	61 Final Grading & Drainage
14 Foundation Walls-Reinforcing	62 Final Framing ( <b>Siding, Window Replacement</b> )
15 Concrete Encased Electrode	63 Final Heat & Ventilation ( <b>AC, Evaporative Cooler, Furnace</b> )
21 Underground Electric	64 Final Electric
22 Underground Plumbing	65 Final Plumbing ( <b>Boiler, Water Heater</b> )
23 Underground Gas Piping	66 Final Roof ( <b>Reroof</b> )
40 Complete Rough	67 Final Wildfire
41 Rough Framing	68 Planning/SPR
42 Rough Heating & Ventilation	69 Final Other
43 Rough Electric	71 Temporary Electric Meter
44 Rough Plumbing	72 Electric Meter Release
45 Rough Gas Piping	73 Gas Meter Release
49 Rough Other	74 Solar PV Net Meter
51 Insulation	82 Transportation Access
52 Wallboard	

## Boulder County Building Safety & Inspection Services Staff

Personnel	Phone #
Ron Flax — Chief Building Official	720-564-2643
Michelle Huebner — Plans Examiner Supervisor	720-564-2616
Bryon Bennett — Plans Examiner	303-441-1373
Heather Dodge — Plans Examiner	720-564-2602
Chad Hagen — Plans Examiner	720-564-2610
Tim Kelly — Plans Examiner	720-564-2612
Jason Schultz— Plans Examiner	720-564-2637
Brian Nye — Building Inspector Supervisor	720-564-2615
Patrick Delumpa — Building Inspector	720-564-2606
Cary Gaynor — Building Inspector	720-564-2617
Taj Yelton — Building Inspector	720-564-2639
Michael Reinwald — Building Inspector	720-448-6552
Kathy Gissel — Permit Operations Manager	720-564-2626
Alicia Lombardi — Lead Permit Specialist	303-441-4788
Julie DeFoe — Permit Specialist	303-441-1401
Sarah Stubbs — Permit Specialist	720-564-2631
Kyle McCatty — Wildfire Mitigation Specialist	720-564-2625
Abby Silver — Wildfire Mitigation Specialist	720-564-2641