

RESOLUTION

A RESOLUTION TO AUTHROIZE THE USE OF THIRD-PARTY BUILDING INSPECTION SERVICES AND TO ADOPT CRITERIA AND POLICY TO GOVERN THE USE OF SUCH THIRD-PARTY BUILDING INSPECTION SERVICES

WHEREAS, the Mayor and Council for the City of Diamondhead on the 20th day of August 2012 adopted Ordinance 2012-009 thereby adopting The Family of International Building Code; and

WHEREAS, the Building Official for the City of Diamondhead is charged to enforce the building codes so ordained by the Mayor and Council; and

WHEREAS, on occasion owners or contractors may desire to engage in the services of a third-party building inspector to provide inspection services in conjunction with the City's Building Department; and

WHEREAS, Third-Party Inspector's Criteria and Policy has been development to govern the use of such third-party building inspection services.

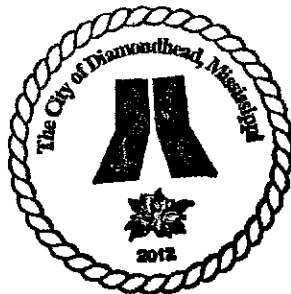
NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Diamondhead, Mississippi to hereby adopt the Third-Party Inspector's Criteria and Policy and authorize, as provided for therein, the use of third-party building code inspection services in the City of Diamondhead.

The foregoing Resolution having first been reduced to writing, was read by the Clerk, so moved by Councilmember LaFontaine, seconded by Councilmember Sislow, and acted upon by the following vote:

	AYES:	NAYS:	ABSENT
Councilmember Lopez	<u>✓</u>	<u> </u>	<u> </u>
Councilmember LaFontaine	<u>✓</u>	<u> </u>	<u> </u>
Councilmember Rech	<u>✓</u>	<u> </u>	<u> </u>
Councilmember Sislow	<u>✓</u>	<u> </u>	<u> </u>
Councilmember Knobloch	<u>✓</u>	<u> </u>	<u> </u>
Mayor Schafer	<u>✓</u>	<u> </u>	<u> </u>

Mayor Thomas Schafer, IV then declared the Resolution adopted this the 2nd day of September, 2014.

SEAL



ATTEST:

Kristin Ventura
Kristin Ventura, City Clerk

APPROVED:

Thomas Schafer, IV
Mayor Thomas Schafer, IV

CITY OF DIAMONDHEAD

THIRD PARTY INSPECTOR'S CRITERIA & POLICY

LICENSE REQUIRED:

All persons or entities providing third party inspection services in the City of Diamondhead shall first submit in writing to the Building Official a request for a specialty license to do such work. This request shall include a resume, copies of all certifications and proper insurance documents. Upon approval, the Building Official shall furnish a letter to the applicant stating approval for third party inspections and the type of inspections, noting any limitations, if any.

SPECIALTY LICENSE-THIRD PARTY INSPECTOR FEE: \$100 Annually

CRITERIA:

1. Inspectors shall be qualified and certified by the International Code Council in the various disciplines for inspection/plan review services (i.e. Residential Electrical Inspector, Commercial Electrical Inspector).
2. Inspection/plan review services for structures in the Special Flood Hazard Area (floodplain), the inspector shall be a certified as a Floodplain Manager by the Association of State Floodplain Managers.

INSURANCE REQUIRED:

3. An applicant shall maintain the following:
 - a. General Liability
 - (a) Bodily Injury:
\$1,000,000 Each Occurrence
\$2,000,000 Aggregate
 - (b) Property Damage:
\$1,000,000 Each Occurrence
\$2,000,000 Aggregate
 - b. Professional Liability
\$1,000,000 Each Occurrence
\$2,000,000 Aggregate

Certificate of Insurance (COI) must contain thirty (30) day cancellation notice with verification provided to the City of Diamondhead. All third party inspectors shall furnish copies of Certificates of Insurance to the City of Diamondhead prior to performing any

services within the City limits and thereafter as necessary in order to assure that the City of Diamondhead possesses a valid certificate throughout the term of the Specialty License. Third party inspectors shall promptly furnish to the City of Diamondhead copies of any endorsements that are subsequently issued amending coverage or limits.

Certificate Holder Information:

Building Department
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

GENERAL POLICIES/GUIDELINES:

4. No third party inspector shall inspect a construction project that they permit as a contractor or sub-contractor.
5. Third party inspection services shall be limited to plan review for code compliance and inspections for building and structures only in accordance with current adopted codes by the City.
6. All third party inspectors shall be paid by the contractor/owner and no cost to the City of Diamondhead.
7. The City of Diamondhead reserves the right to inspect the quality of work by the third party inspector at any time.
8. Owners/ Contractors shall be required to furnish the Building Department with a letter stating they have hired a third party inspector identifying the name of the person and what type of services will be provided. The third party inspector shall have already a "Specialty License-Third Party Inspector" with the City. The owner/contractor shall also acknowledge the liability of the project falls upon the owner/contractor and third party inspector and provide a statement of indemnification.
9. The City has the right to disapprove third party inspection services for any specific project based on improper conduct and inspections, etc.
10. The City has the right to not renew the "specialty license-third party inspector" based on probable cause.

THIRD PARTY INSPECTOR RESPONSIBILITIES:

11. No inspections shall be conducted until such time that the proper permit has been obtained and the proper elevation certificate is accepted and on file with the Building Department. The inspector shall verify permits with the Building Department and/or permit posted on the job site.
12. The inspector shall also acknowledge the approval or failure of type of inspection on the "onsite inspection log".
13. Within 24 hours, the inspector shall furnish the Building Department with a signed written report after each inspection. This report shall include any defects found.

14. The inspector shall notify the Building Department a minimum of three days prior to a final inspection to allow the City an opportunity to participate in the final inspection.

CITY OF DIAMONDHEAD RESPONSIBILITIES:

15. The City of Diamondhead shall review all site plans for compliance and inspect all sites, handle all planning, zoning and floodplain issues in accordance with Zoning Ordinance, Flood Damage Prevention Ordinance and other regulations.
16. The City shall notify the electrical power company of all authorizations for electrical power based on third party inspector's written approval.