



TOWN OF BEDFORD
OFFICE OF BUILDING INSPECTIONS
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THIRD PARTY INSPECTION POLICY

Pursuant with VUSBC 113.7

Applicability

Third party inspections will be permissible when conditions and/or circumstances necessitate the need. Such inspections will not be accepted unless requested and approved in accordance with the requirements outlined in this policy. The Building Official reserves the right to rescind the approval upon discovery of any violation(s) of the requirements stated herein.

Request

A request must be submitted in writing, a minimum of five working days prior to the inspection(s) that are intended to be performed, or as otherwise approved by the Building Official. Such requests must include:

- Project name and permit number.
- Area or specific portion of the project to be inspected.
- Trade(s) to be inspected.
- Inspector's name, firm and contact information.
- Inspector's qualification certifications and/or license number(s).

Qualifications

Inspectors must possess a valid license a registered design professional, VA DHCD inspector certification or equivalent, in the trade or discipline of the inspection to be performed. Alternate qualifications may be approved by the Building Official if they are deemed competent to meet the intent of the VUSBC.

Reports

A written report must be received by the Building Official within five working days of the inspection. Such reports shall include:

- The date, time and scope of the inspection.
- Any variable factors outlined.
- The code edition and related section(s) for any violations noted.
- Final approval of the inspection and compliance with any violations noted.

PLEASE BE ADVISED THAT THIRD PARTY INSPECTION APPROVALS ONLY APPLY TO THE SPECIFIC AREAS AND/OR TRADES AS OUTLINED IN THESE PROCEDURES AND ARE NOT TO BE CONSIDERED ALL ENCOMPASSING. FAILURE TO COMPLY MAY RESULT IN ENFORCEMENT ACTIONS AS PRESCRIBED BY THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE.