

REASSESSMENT QUESTION

If someone finished their basement or renovated their kitchen without obtaining all the proper permits, will the reassessment process reveal this issue and therefore cause fines and re-inspections to occur?

Yes the reassessment inspectors will report these types of undocumented improvements but, there may not be any fine to the project.

What should you do if this applies to your property?

Property owners should contact the construction office as soon as possible. The Construction Official will determine if a Permit or CCO (certificate of continued occupancy) inspection is required.

When a permit is required the property owner must submit a plan and apply for all necessary permits. The next step may require the property owner to expose some of the work completed to insure proper inspection of the work completed. After all inspections requirements are satisfied, a certificate will be issued.

If a CCO inspection is required the property owner will be required to pay a permit fee and a one time (visual only) inspection will be completed to confirm the quality of work and life safety issues are met.

Failure to meet this requirement would result in a notice of violation and payment of penalty assigned.

Sincerely,

Ed Toussaint
Construction Official