



DEPARTMENT OF GROWTH MANAGEMENT

Physical - 713 NW Hillsboro St.
Mailing - 205 North Marion Avenue
Lake City, Florida 32055
Telephone: (386) 719-5750
growthmanagement@lcfla.com

EFFECTIVE IMMEDIATELY

ALL INSPECTIONS SHALL BE VIRTUAL

Virtual Inspection Requirements and Process

The Growth Management Cell Phone Number to call for all **VIRTUAL** inspections is (386) 965-1630

Construction or work for which a permit is required shall be subject to virtual inspection by the building official and such construction or work shall remain exposed for inspection purposes until approved. It shall be the duty of the owner or the owner's authorized agent to cause the work to remain exposed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal and/or replacement of any material required to allow for VIRTUAL inspections. ALL INSPECTIONS SHALL BE BY VIRTUAL MEANS AS DESCRIBED BELOW.

I phones and I pads:

Internet access at the project site(s) required

At minimum of two (2) bars is required for good reception and broadcasting

Set up your FaceTime account

Contact Growth Management at (386) 965-1630 by Face Time to ensure connectivity

You may have to have portable internet access devices to place in windows and/or doors to have clear signals from inside large buildings

You may have to have alternative lighting to ensure adequate lighting is available for the **VIRTUAL** inspection (such as a flashlight or other portable lighting device)

Once the setup has been confirmed, the **VIRTUAL** inspections may commence by using the **VIRTUAL** inspection telephone number (386) 965-1630.

You will need to contact Growth Management at (386) 965-1630 via Face Time and ask to proceed with the **VIRTUAL** inspection.

Be sure to have a tape measure, level, or any other tools necessary and the approved drawings and required forms available for the **VIRTUAL** inspection(s).

The inspector will ask you to pan your device to show the surrounding area(s) to verify the location of the **VIRTUAL** inspection.

The inspector and you will converse during this **VIRTUAL** inspection and you will be required to answer any questions the inspector may have or a measurement may have to be performed for the inspector's verification. A level may have to be utilized to verify the level or fall for the **VIRTUAL** inspection.

Approved **VIRTUAL** inspections: The inspector will sign off on the electronic inspection in the computer and, if a final inspection, a Certificate of Occupancy/Completion may be requested and will be e-mailed to you upon requesting and filing out the Certificate of Occupancy/Completion application and submitting to growthmanagement@lcfla.com.

AFTER HOUR AND WEEKEND INSPECTIONS: Prior approval by the building official are required for after hour and weekend inspections, including holidays.