



CITY OF MONROE BUILDING STANDARDS

160A-412 INFORMAL INTERNAL REVIEW OF INSPECTION DECISIONS

Any disagreement with a decision made by a Building Inspector may be brought before the Chief Building Inspector (Supervisor) for review.

Per Session Law 2017-130, Section 4(a) or (b), ratified on July 20th 2017, GS 160A-412(f) now requires a process for which an applicate or permit holder can request an internal review of a decision of an inspection.

(f) - "Each inspection department shall implement a process for an informal internal review of inspection decisions made by the department's inspectors. This process shall include, at a minimum, the following:

- (1) Initial review by the supervisor of the inspector.
- (2) The provision in or with each permit issued by the department of (i) the name, phone number, and e-mail address of the supervisor of each inspector and (ii) a notice of availability of the informal internal review process.
- (3) Procedures the department shall follow when a permit holder or applicant requests an internal review of an inspector's decision.

Nothing in this subsection shall limit or abrogate any rights available under Chapter 150B of the General Statutes to a permit holder or applicant."

Internal Review of Inspection

Applicant (<i>Name</i>):	
Address of Applicant:	
Phone number:	
Email address:	
Permit No:	
Permit Holder Name (<i>if different</i>):	
Address of inspection or decision:	
Date of Inspection or decision:	
Type of Inspection or decision (<i>i.e. Framing</i>):	
Name of Building Inspector who made the inspection or decision:	
Account of the Building Inspector's decision: (<i>attach supporting documents</i>)	
Inspection result:	
Supervisor Name, Phone and Date of Review:	
Supervisor Review and result of inspection or decision:	
Additional Summary of findings:	
Date sent to Applicant:	