



Memorandum Building Division

December 2021

To: Cecilia Gallardo-Daly, Community Development Director
From: Jack Holden, Building Official
Subject: **Inspection Schedule during Holiday / Furlough Period**
Copies: Erik Sund, City Manager
Kiel Koger, Public Works Director/City Engineer
Captain Tony Benfield, Chief of Police Services
Rob Capobianco, OCFA Division Chief
Hanne Thordahl, Human Resources Manager

Holiday Building Inspection Days

Although most non-essential services are not available during the holiday furlough, as in previous years the Building Division will provide limited inspection services during the furlough office closure as a service to our customers.

The Building Division will be staffed with two building inspectors two days during the furlough.

Tuesday December 28 and Wednesday December 29th

Tony 949-429-3401
Robert 949-361-6147

Plan reviews will unfortunately be slowed due to the holidays. The plans examiners have made every effort to approve the plans submitted prior to the holidays. Electronic submittals will be available when approved. Solar permits awaiting review will not be reviewed until 2022. Permit status updates are available online through Etrakit.

Emergency - After Hours Call-Out Information:

Should emergency issues related to the safety of buildings arise after hours, OCFA dispatch will contact City building inspectors.

NOTE: The Building Division does NOT have individuals assigned to be on call. Staff MAY or MAY NOT be available.

This is if Building Division damage assessment is needed for structures during and after an earthquake, major fire, landslide, or slope collapse, or car accident involving “significant damage” to buildings, and posting building for non-occupancy if fire personnel needs that assistance from the Building Division.