

Attachment 6



City of San Diego

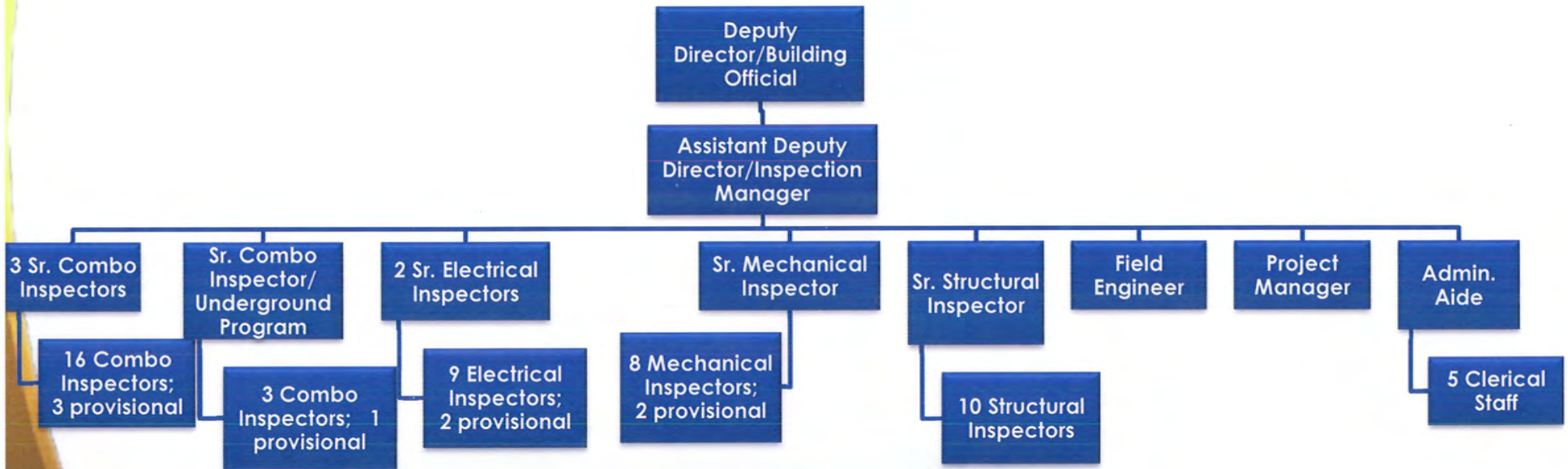
Development Services Department

Inspection Services Division

April 8, 2014



Inspection Organization Chart



Inspection Services

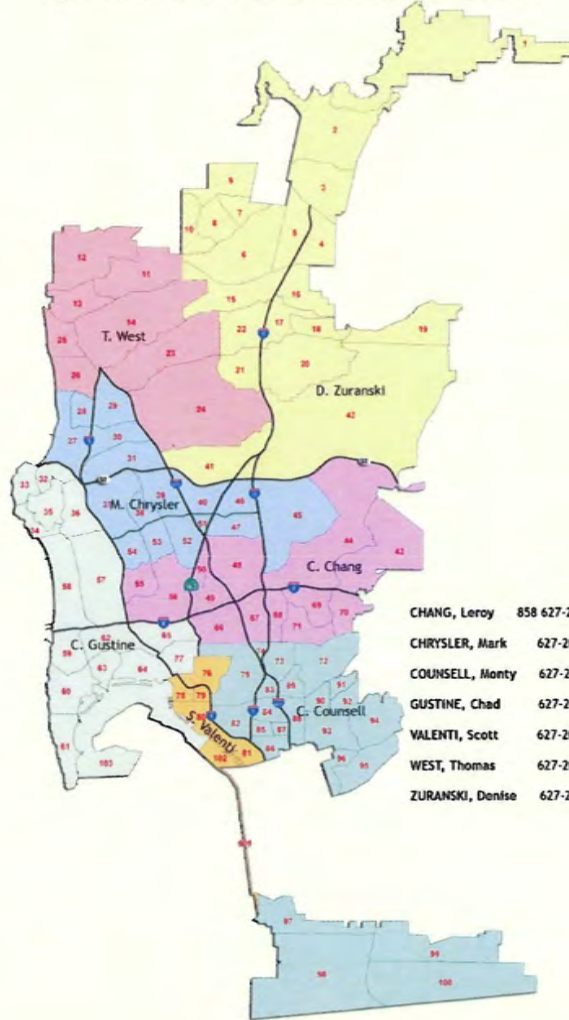


- ▶ **Residential**
 - Combination inspections
- ▶ **Commercial/Multifamily**
 - Structural
 - Mechanical
 - Electrical
 - Plumbing
- ▶ **Fire Alarms/Sprinklers**
- ▶ **Special Inspections**
- ▶ **Storm water pollution prevention**
- ▶ **Emergency inspections**



Service Districts: Combo & Electrical

ELECTRICAL DISTRICTS 2008



CELL

CHANG, Leroy	858 627-2078	619 990-4209
CHRYSLER, Mark	627-2074	990-4136
COUNSELL, Monty	627-2073	990-4115
GUSTINE, Chad	627-2079	990-2068
VALENTI, Scott	627-2077	990-2740
WEST, Thomas	627-2075	990-3896
ZURANSKI, Denise	627-2072	990-2714

COMBO INSPECTION DISTRICTS

JULY 26, 2008



ABSHIER

Edging	980-4738
Hwang	990-0796
Jones	980-8534
Joy	980-8531
Gomez	992-0481
Mathis	990-0761
Schwartz	990-1458
Tewelde	990-0679

MULVEY

Anderson	994-8730
Franco	990-2212
Marcus	980-5095
Marika	990-1917
Morse	990-1548
Myers	980-7569

LOCKFORT

Aruffo	990-3772
Davies	980-5731
Hernandez	990-2945
Holcomb	980-6777
Kilburn	990-1320
Ruff	980-4126
Voeltzel	980-4718

GARCIA

Boerner	990-3732
Corrales	980-3924
Couture	990-2578
Mandery	990-2960
McAtee	990-2398
Valino	980-5457

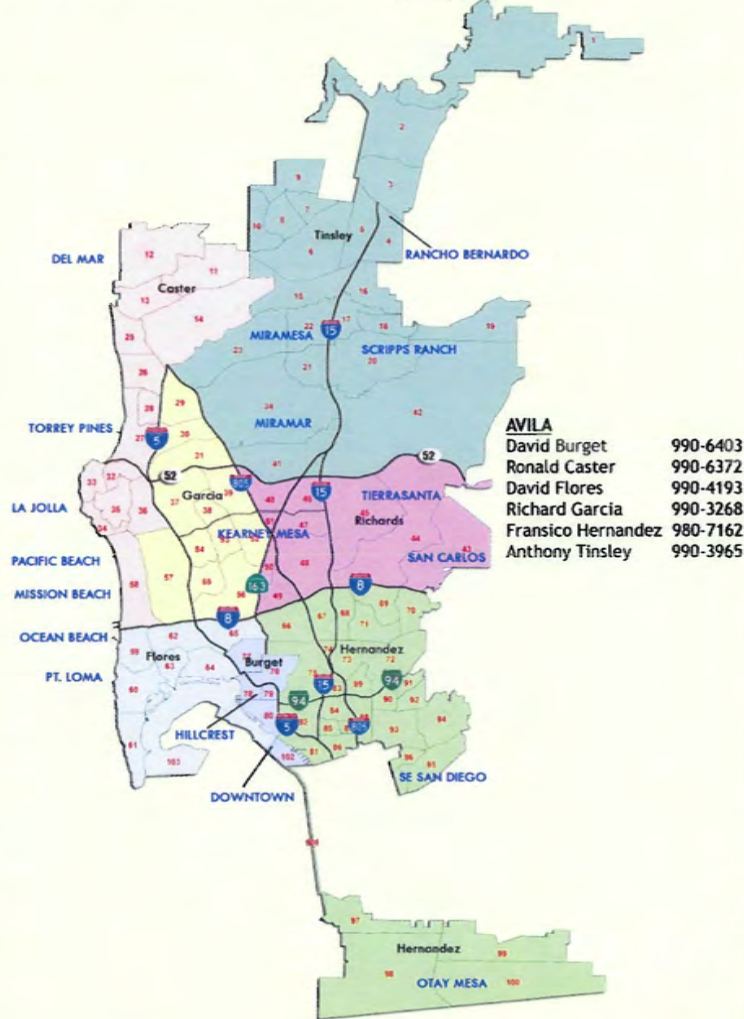
WALD HANDBY
JULY 2008



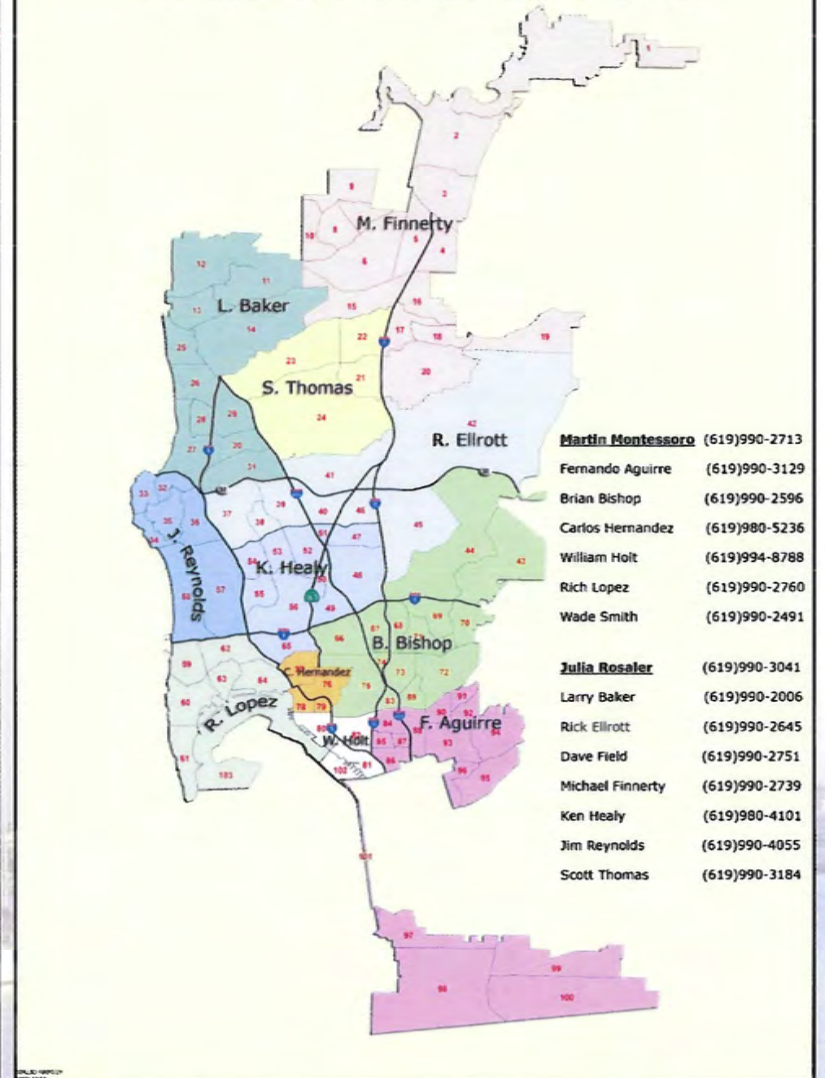
Service Districts: Mechanical & Structural

MECHANICAL INSPECTION DISTRICTS

JULY 29, 2008



STRUCTURAL DISTRICTS 2008



High Profile Projects

San Diego International Airport Expansion



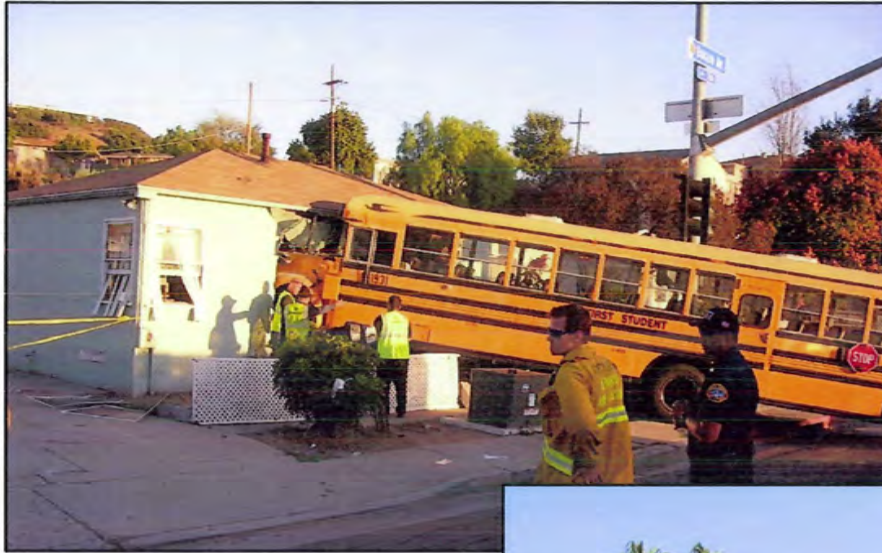
New Central Library



Old WTC
Transitional Housing



Emergency Damage Assessment



Stormwater Pollution Prevention



Field Engineer/Project Manager



- ▶ Proactively identifies customer issues
- ▶ Provides technical information
- ▶ Approves minor construction changes
- ▶ Facilitates inspection process
- ▶ Liaison to other City Departments
- ▶ Formulates recommendations to resolve issues



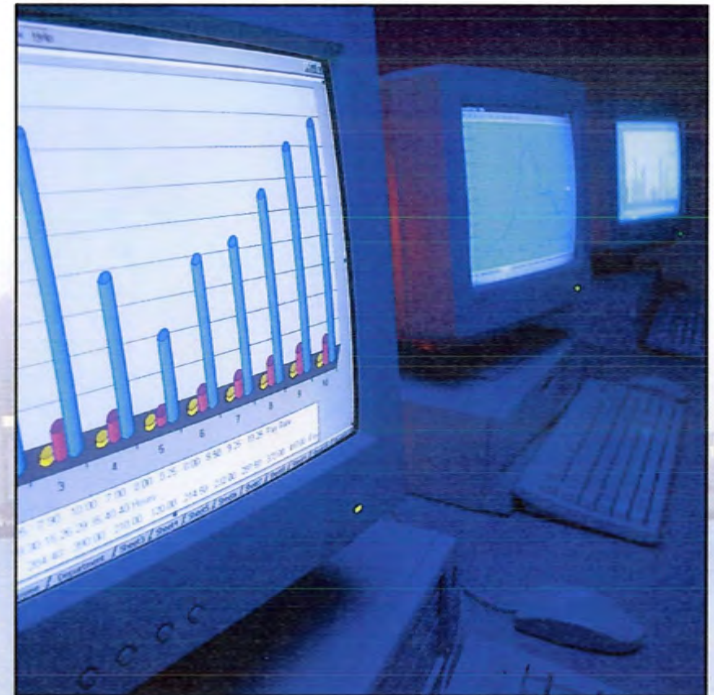
Special Inspection Program

- ▶ Inspection of specialized construction materials (i.e., masonry, concrete, etc.)
- ▶ Inspections that are above and beyond routine inspections
- ▶ Implemented by certified and registered private inspectors
- ▶ Reports generated that summarize conditions/recommendations



Information Technology

- ▶ **Project Tracking System (PTS) to document inspection results**
- ▶ **Smart phones with PTS software to record real time inspection results**
- ▶ **Lap tops for senior inspectors to perform various duties**
 - Documenting data
 - Refining inspection procedures



Inspection Field Office

- ▶ Centrally located to cover the City
- ▶ 9601 Ridgehaven Ct., Suite 220, Kearny Mesa
- ▶ Hrs: 7 a.m. to 4 p.m.,
Monday – Friday
- ▶ Stop issuing permits:
 - 3 p.m., Monday –
Thursday
 - 1:30 p.m. on Fridays



Field Office Services



- ▶ Automated Phone Line
- ▶ In office consultations
- ▶ Coordinates after hour inspections
- ▶ No Plan Permits
- ▶ Mobile home permits
- ▶ C of Os & TCOs





City of San Diego

Inspection Services

*“Storm Water Inspection
Internal Procedures”*



Storm Water Compliance

- ▶ **Must be verified at every inspection**
- ▶ **All results shall be recorded in PTS**
- ▶ **Requirements are more restrictive near sensitive water bodies**
 - **Section 5.3.3 of the City's Storm Water Standards ensures proper implementation**
- ▶ **High priority projects require a pre-construction meeting**



City of San Diego



1st Scheduled Inspection

Inspectors shall provide:

1. Copy of Storm Water Info. Notice
2. City's "*Clean Construction*" brochure
3. Draft note in PTS under Storm Water subtype "Info. DS-3"



Failed SW Inspections

- ▶ **Requires a completed DS-3**
- ▶ **Compliance is required within 2 days**
- ▶ **Immediate compliance is required if there is a 50% chance of rain**



DS-3 Requirements

- ✓ Address
- ✓ Approval & Project #s
- ✓ Inspection date
- ✓ Name and signature
- ✓ Description of discharges
- ✓ Location of BMPs
 - Maintained per SWPPP
 - That fail to operate
 - Where additional BMPs are needed
- ✓ Corrective measures required to comply
- ✓ Photos of violations



Coordination: Inspection Disciplines

- a) Review site SWPPP, and verify if DS-3 has been issued for that day**
- b) Verify if corrective actions were taken**
- c) Pass the SW inspection if violations were corrected**
- d) If no progress, issue additional DS-3 and include written warning**
- e) Notify other district inspectors of DS-3s that were issued for the district**



Corrective Measures

Inspectors can implement the following:

- a) 1st Violation – a SW Notice
- b) 2nd SW Notice – withhold inspections and assess re-inspection fees
- c) Further non-compliance, referral to:
 - i. Code Enforcement – authority to issue citations and fines
 - ii. City Attorney's Office – approval of "Stop Work Notice"



Grading/Engineering Permits

- a) Notify Resident Engineer (RE) and Inspection Services Manager, ASAP**
- b) Take photos of violations**
- c) Coordinate with senior inspector to collect and email information to Field Engineering – takes lead to implement construction BMPs**



Active SW Discharges

- a) Immediately contact the SW Hotline at (619) 235-1000
- b) Take photos and email to: swppp@sandiego.gov (SW Division)
- c) Save information under: i:\DB&S\Inspection Services\Storm Water Discharges
- d) Contact support staff to issue invoice for a re-inspection fee



Copy of DS-3

- 1. Copy to customer**
- 2. Keep white & blue copies together until compliance is achieved**
- 3. Add correction date on white copy, and place in collection box next to Dave or Chad's office**
- 4. Keep blue copy in inspector's file**



SW Training

- 1. Annual training at the beginning of the rainy season – September 23, 2013**
- 2. Joint Inspection Services and Field Engineering Workshop – March 26, 2014**
- 3. Inspection Services training for updated internal procedures – April 3, 2014**



Enhancements

- 1. Improved coordination between Inspectors and Resident Engineers**
- 2. Monthly coordination meeting between DSD, Field Engineering, and Storm Water Division**
- 3. Assessing Storm Water Correction Notice (DS-3) for modifications**



City of San Diego



Questions & Comments