



SUMMIT FIRE & EMS AUTHORITY

(970) 262-5100

P.O. Box 4428

Dillon, CO 80435

Summitfire.org

Summit Fire & EMS Guideline for Building Inspections under COVID-19 safety protocols

PURPOSE:

The purpose of this guideline is to establish procedures for conducting plan reviews and inspections during the COVID-19 outbreak in Summit County. This guideline is published with guidance from Summit County Public Health and the Summit County Building Department.

GUIDELINE:

Inspectors with Summit Fire & EMS fully understand and respect the significance of this health crisis and are dedicated to the safety of all of our residents. Inspectors also understand the importance of builders' contributions to our community and their desire to continue to work and maintain some semblance of normality. To assure the continued health and safety of job-site employees and our staff, Summit Fire will continue to accept permit applications to allow for the beginning of the plan-review process. Additionally, Summit Fire will provide limited, essential and critical building inspections. Typical plan-review and inspection services will be available as staffing resources allow.

Summit Fire & EMS temporarily is limiting public access to its facilities. The [permit application](#) is available on the Summit Fire & EMS website and may be printed, filled out, scanned and returned by e-mail to kmcdonald@summitfire.org. Accompanying plans must be submitted electronically or through prior arrangement. After the Community Risk Division reviews the application materials, a bill for applicable fees will be sent by e-mail. All payments must be received by check sent to Summit Fire & EMS, % Community Risk Division, P.O. Box 4910, Frisco, CO 80443, or by [credit card](#) on the Summit Fire & EMS website. All fees must be paid prior to issuance of permit.

As Summit Fire & EMS further adjusts to the escalating response needed to slow the spread of COVID-19, all on-site inspections must follow the protocols listed below. Until further notice, only essential inspections will be scheduled. These essential inspections include, but are not limited to, rough-in and final inspections for buildings built under the International Building Code. Only final inspections will be conducted for buildings built under the International Residential Code. Pictures or videos of rough-in work must be submitted to kmcdonald@summitfire.org for evaluation prior to any insulation or sheetrock being hung. Hydrostatic tests and flow tests still must be conducted in person. **No courtesy or annual inspections will be conducted at this time.**

Revised policies and staff availability during this public-health emergency will dictate some restrictions on inspections. Summit Fire & EMS has established two primary objectives:

- I. Summit Fire will protect its inspectors from the hazard of COVID-19 and encourage practices to limit transmission of COVID-19 on the job site.

2. Summit Fire will require general contractors, through their work practices, to mitigate COVID-19 exposure among workers.

Prior to requesting an inspection, the contractor of record will be required to demonstrate that the following mitigation strategies are being implemented on the job site to achieve these stated objectives:

- a. Proper hand hygiene and sanitation measures must be readily available to all employees and vendors and frequently used by all employees and vendors. These measures shall be in the form of hand-washing sinks or hand-sanitizer stations (sanitizer to contain greater than 60 percent alcohol).
- b. Environmental cleaning guidelines from the U.S. Centers for Disease Control and Prevention (CDC) must be followed (e.g., clean and disinfect commonly touched surfaces frequently).
- c. Social distancing recommendations must be met, including limiting contact of people within six feet from each other for 10 minutes or longer, and any other applicable social-distancing requirements that are promulgated. Public-gathering requirements provided in any public-health order shall be followed, including allowing no more than 10 persons to be gathered on the job site at any time, whichever is more restrictive.
- d. Employees must be screened for coronavirus symptoms each day and be prevented from working on site if symptomatic. General contractors must ask workers if they have symptoms of COVID-19 (fever over 100.4 degrees, cough or shortness of breath) and, if they do, prohibit symptomatic attendees from being on the job site.
- e. If an employee is found to be ill, that employee shall not report to work for at least seven days after symptoms started or 72 hours after fever ends and other symptoms improve, whichever is longer. In determining fever and other symptom improvement, no fever- or symptom-suppressing medicines may be used.
- f. If a household member of an employee has had or reported respiratory symptoms and/or fever, the employee shall follow the following guidelines. Based on the needs of the job site, employees may continue to work following potential exposure to COVID-19, provided they remain asymptomatic (no symptoms). Personnel who are permitted to work following an exposure should self-monitor under the supervision of the general contractor, including taking their temperatures before each work shift to ensure they do not have a fever. On days these individuals are scheduled to work, the general contractor must require the employee to measure temperature and assess symptoms prior to starting work. Per

CDC guidance, results are to be reported daily to the general contractor. This check-in process is to continue for 14 days after the household member of an employee recovers from illness.

- g. Older adults and individuals with underlying medical conditions that are at increased risk of serious COVID-19 should be discouraged from being on the job site.
- h. All relevant work must be completed prior to scheduling inspections.
- i. During inspections, there shall be a single point of contact on site, and communication on site will be conducted by phone or carried out with a minimum six feet separation from inspectors at all times.
- j. Other contractors and/or subcontractors shall not be staged in the inspection areas.
- k. Contractors should minimize the need for contact with surfaces on job sites for inspectors and workers.
- l. Contractors, if possible, shall cluster multiple inspections to ensure fewer visits on site. For instance, fire alarm and sprinkler inspections should be scheduled for the same time.
- m. Final inspections will be completed with no one else in the building and after the building has been cleaned.

The [Summit County Building Department](#) is requiring all building-permit holders to provide a COVID-19 job-site safety plan for the Building Department's review. The COVID-19 job-site safety plan will entail the following:

- Provide an electronic job-site safety plan to Summit Fire & EMS at kmcdonald@summitfire.org. The plan will be provided by the primary town or county building-permit holder for review and approval prior to scheduling any inspections.
- The job-site safety plan is required to describe interior and exterior procedures the permit holder will put into place for everyone on site, including transportation, sick-employee restriction policies, verification of no symptomatic contacts on site, staggering of sub-contractor work hours, and how the public-health interventions mentioned above will be implemented.

- Large building projects and large job sites (e.g., more than 10 workers on site) shall establish protocols and post signage with procedures to be followed, including location of sanitation stations, rules limiting the number of workers in areas, procedures for cleaning of high-contact surfaces multiple times a day, posting of a sign showing examples of appropriate social distancing and prohibiting more than 10 persons gather together at any time or as required in any public-health order, whichever is more restrictive.
- Provide verification (through contractor sign-in logs written in both Spanish and English) to ensure that no one is arriving sick to the job site.
- The job-site safety plan will be reviewed by the code official to determine if the plan meets the above criteria.
- The contractor will then be able to schedule essential inspections. Each inspection will be reviewed to determine eligibility.

If a fire inspector arrives at a job site and discovers that any of the above provisions are not being followed, there will be an immediate suspension of the inspection and the contractor will be subject to extra inspection fees, as outlined in the Summit Fire & EMS Fee Schedule.

Due to the changing COVID-19 environment these policies are subject to revision.