



DAMAGE ASSESSMENT PERMIT **FOR FIRE, FLOOD, STORM DAMAGE OR VACANCY**

Buildings are sometimes damaged by fire, flood, storms, or from prolonged periods of vacancy and neglect. Our staff is committed to working with you to repair or reconstruct your building in a safe and timely manner. The purpose of the Damage Assessment permit is to:

1. Quickly evaluate the extent of the damage and determine the scope of repair and reconstruction will be necessary as well as if additional permits are required.
2. Undertake the work with the appropriate building permits, plans and inspections. Our inspectors can coordinate their inspections with your insurance agent or adjustor.

The following is the **two-step** permit process:

Step 1: Damage Assessment Permit

Required Submittals:

1. Building permit application
2. In addition, copies of reports from the fire department, insurance agent or adjustor, Structural Engineer/Architect reports regarding structural items and/or reports or certifications for mold remediation and/or other work on vacant buildings may be required.

Step 2: Permits for Repair, Rehabilitation or Reconstruction

Once the extent of the damage and the scope of the repairs have been determined, additional permits and fees may be required. The types of permits, submittals and fees will vary depending on the extent of the work. The building inspector will work with you to determine what additional permits may be required.