

**CITY COUNCIL**

Meeting Date: May 13, 2025  
Prepared By: Mark Perry, City Planner/Zoning Administrator  
Item Description: Building Inspection Complaint

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The City of Hinckley has received the attached complaint regarding our building inspections practices for construction activity for a reroof. The State Building Code is the standard that applies statewide for the construction, reconstruction, alteration, and repair of buildings and other structures of the type governed by the code. Licensed contractors are required to meet code requirements for their work. Building inspections of the work are done at various stages throughout the construction process to verify compliance with the code and/or approved plans. These inspections are essentially spot checks during the construction process, not supervision of the project from start to finish. For a reroof project with asphalt shingles, we typically inspect underlayment and ice barrier installation, and a final inspection to verify flashing and drip edge installation. Roof projects are often completed in sections or over extended time periods due to weather or time constraints. In order to accommodate builders and property owners, we often accept photos of the underlayment installation to verify code compliance and conduct a final inspection in person once the project is complete.

It is the responsibility of the permit holder or their agent to contact the City to schedule inspections and provide access to the work being inspected. The applicant for the building permit for this project is the contractor conducting the work. The contractor contacted the City for a final inspection on May 2, 2025, via email and included photos of the underlayment installation and ice barrier for review by the building department. The photos provided appear to show the underlayment and ice barrier installed as required by the code. The Building Official and I conducted an on-site inspection May 6, 2025. We observed that the roofing material and flashing appeared to be installed as required with the exception of two issues, including a buckled shingle and improper section of drip edge installation. The contractor was notified of the required corrections and provided photos of these areas via email. We received a reply that they would correct the issues and contact the City for another inspection once completed. We are currently awaiting notice that the corrections have been made.

The purpose of the State Building Code is described in State Statutes and states, in part, the following: “a state code of building construction which will provide basic and uniform performance standards, establish reasonable safeguards for health, safety, welfare, comfort, and security for the residents of this state and provide for the use of modern methods, devices, materials, and techniques which will in part tend to lower construction costs.” City staff strive to provide building code enforcement while working with property owners and contractors to ensure code complaint construction and protect the health and safety of the community.