



Norfolk

Department of Planning & Community Development

Division of Building Safety
Development Services Center
810 Union Street/ First Floor
Norfolk, VA 23510-1914
Phone: (757) 664-6565

Request for Investigation into suspected Code Violation (After Final Inspection/Issuance of Certificate of Occupancy)

Section 115 of the Virginia Uniform Statewide Building Code, Part I, states in part:

115.2.1 Notice not to be issued under certain circumstances. When violations are discovered more than two years after the certificate of occupancy is issued or the date of initial occupancy, whichever occurred later, or more than two years after the approved final inspection for an alteration or renovation, a notice of violation shall only be issued upon advice from the legal counsel of the locality that action may be taken to compel correction of the violation. When compliance can no longer be compelled by prosecution under Section 36-106 of the Code of Virginia, the building official, when requested by the building owner, shall document in writing the existence of the violation noting the edition of the USBC the violation is under.

Address of the property on which complaint is based: _____

Property Owner: Print: _____

Sign: _____

Contact Phone number: _____

Email address: _____

Concerns/issues with the property: (Attached separate list if needed)

1. _____
2. _____
3. _____
4. _____

Building Safety Use Only

Original Building Permit no:

Scheduled Investigation Inspection date: ____/____/____

Results:

Follow up Action: