



Huntington Beach Fire Department

2000 Main Street • Huntington Beach, CA 92648
(714) 536-5411

Video Inspection Guide

Due to the COVID-19 pandemic, the Huntington Beach Fire Department (HBFD) is offering Remote Video Inspections. This program is subject to change and/or revocation pursuant to any more stringent requirements per Huntington Beach, Orange County, State or Federal regulations. Based on the complexity of construction projects, not all construction projects are eligible for video inspections.

This program requires the customer to use Skype, FaceTime, or a mutually agreed upon video platform on a minimum 4G smart device in order to interact with the Fire Inspector.

ELIGIBLE INSPECTIONS

- 1) Fire Sprinkler Rough/Hydro
- 2) Fire Sprinkler Final
- 3) Fire Alarm Rough
- 4) Fire Alarm Final
- 5) Fire Underground
- 6) Methane Barrier
- 7) Kitchen Hood Fire Suppression System
- 8) Fire and Life Safety Final Inspections

PROCESS

- 1) Contractor shall request a video inspection with the HBFD. [Click here](#) to schedule the Fire Inspection or by e-mailing fireinspection@surfcity-hb.org.
- 2) E-mail requests must include permit number, address, requested inspection date and time, and type of inspection. HBFD will need a copy of the approved plans emailed to the inspector prior to the inspection.
- 3) The Fire Inspector will contact the customer to schedule the inspection and discuss mutually agreed upon video call platform.
- 4) Fire Inspector will initiate a video call to the customer, based on the agreed upon time of inspection.
- 5) Fire Inspector may direct customer to send additional images of work to be inspected.
- 6) Inspection results will be entered into the City's permitting system.
- 7) Fire Inspector will email customer to document the inspection results. This email must be printed and attached to the permit card.

CUSTOMER RESPONSIBILITIES

- 1) Prepare to receive the video call
 - a) Must be at least 18 years old to perform the video inspection.
 - b) Ensure smart phone or tablet is fully charged.
 - c) Respond to call from Fire Inspector.
 - d) Be prepared to accept video call at scheduled time.
 - e) Have all required tools as necessary for inspection including approved plans
 - f) Turn off notifications that may interrupt the video call. This is an important step, because notifications can freeze the call and will cause delays to the inspection and a possible failed inspection.
 - g) Use ear buds with a microphone to improve communication.
 - h) Set phone so that you are capable of seeing the inspector's point of view.



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2) **4G Wireless service**

- a) Ensure inspection location and smart phone or tablet has minimum 4G connectivity.
- b) If the connection is not adequate, the fire inspector may cancel or reschedule at his/her convenience.

3) **Inspection**

- a) Begin inspection at street view looking at the structure.
- b) The address must be shown in the initial view. The Fire Inspector needs to confirm the address of the building.
- c) Prior to the inspection, the Fire Inspector may request that certain inspection tools be on-site to verify specific measurements.
 - i. Tape Measure
 - ii. Decibel Meter
 - iii. Approved Plans
- d) Follow the direction of the Fire Inspector.
- e) Walk inspection in a clockwise direction horizontally. If more than one story, then start from bottom floor and finish inspection at the top story.
- f) Make notes of any corrections. The Fire Inspector will also take notes and send an email to confirm the inspection results.

4) **Inspection results**

- a) Fire Inspector will inform you if the inspection receives a pass, partial or fail.
- b) Fire Inspector will e-mail the inspection results to the contractor. This email must be printed and attached to the permit card.

****Note:** If for any reason a Fire inspector is not able to complete the inspection via the Video Inspection Program, further options will be discussed on a case-by-case basis. If you require a Fire inspection that is not listed on the above eligibility list, prior request and approval must be given from the Fire Official prior to scheduling any inspection.