

Building Inspections
Environmental Health
(828) 894-3739



Planning & Zoning
(828) 894-2732
Fax (828)894-2913

Community Development

Purpose:

Informal internal review process available for permit holders for disagreements on decisions made by Polk County Inspection Department.

North Carolina General Statute:

160D. 1104 (e)

Each inspection department shall implement a process for an informal internal review of inspection decisions made by the department's inspectors. This process shall include, at a minimum, the following:

- (1) Initial review by the supervisor of the inspector.
- (2) The provision in or with each permit issued by the department of (i) the name, phone number, and e-mail address of the supervisor of each inspector and (ii) a notice of availability of the informal internal review process.
- (3) Procedures the department must follow when a permit holder or applicant requests an internal review of an inspector's decision.

Nothing in this subsection limits or abrogates any rights available under Chapter 150B of the General Statutes to a permit holder or applicant.

Internal Review of Inspection

Applicant (Name):	
Address of Applicant:	
Mobil phone number:	
Email address:	
Permit No:	
Permit Holder Name (if different):	
Permit address:	
Date of Inspection or decision:	
Type of Inspection or decision (ie: Framing):	
Name of Building Safety Official who made the inspection or decision:	
Account of the Building Safety Official's decision: (attach supporting documents)	
Inspection result:	
Supervisor Name, Phone and Date of Review:	
Supervisor Review and result of inspection or decision:	
Additional Summary of findings:	
Date sent to Applicant:	