

CHAPTER 14A-6

INSPECTION OF EXISTING STRUCTURES AND SYSTEMS

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14A-6-601 GENERAL.

14A-6-601.1 Scope.

Except as provided in Section 4-8-042 of the *Municipal Code*, the *building official* or *fire code official* must periodically inspect the *existing buildings*, *existing structures*, equipment, sites, and portions thereof described in this chapter.

14A-6-601.1.1 Inspection fees.

The *owner* of a *structure*, piece of equipment, or *premises* subject to periodic inspection under this chapter is liable to the *City* for the applicable inspection fee as set forth in Section 14A-12-1206. The inspection fee may be billed to the *owner* before or after the actual inspection conducted by the *building official* or *fire code official* and must be paid to the Department of Finance within 30 days of the date on the bill. Inspection fees, once billed, are a debt due and owing to the *City*.

14A-6-601.1.2 Reinspection fee.

Where the *building official* conducts more than one inspection of the same *premises* for the same purpose within 365 days, because the previous inspection resulted in a finding of non-compliance with a provision of the *Chicago Construction Codes* or because the previous inspection could not be completed because the inspector was not provided full access to the *premises*, the *building official* is directed to charge a reinspection fee as set forth in Section 14A-12-1206.

Exception: The *building official* may not charge a reinspection fee where the subsequent inspection is due to an error made by the *City*.

14A-6-601.1.3 Late payment penalty.

A penalty as set forth in Section 14A-12-1206 will be assessed for unpaid inspection fees and reinspection fees.

14A-6-601.1.4 Document review fee.

Where an inspection by the *building official* is required by the *Municipal Code* and the *building official* determines that documents submitted by the *owner* will be sufficient to evaluate compliance with applicable requirements of the *Municipal Code*, the *building official* is authorized to require or accept the submission of documents, including but not limited to reports, photographs, maintenance agreements, contracts, schedules and sworn affidavits regarding the item which is subject to inspection, instead of conducting an inspection. Where the *building official* accepts documents instead of conducting a required inspection, the *owner* must be charged a document review fee equal to the applicable inspection fee. Nothing in this section requires the *building official* to accept documents instead of conducting a required inspection or precludes the *building official* from conducting a required inspection and assessing the applicable inspection fee.

(Amend Coun. J. 10-7-20, p. 21791, Art. I, § 19)

14A-6-601.1.5 Additional cost recovery charge.

Where the *building official* conducts an emergency inspection because of concerns regarding the health and safety of the public or conducts a non-required inspection at the request of an *owner*, or conducts an inspection outside of normal business hours, as set by rule, or is required to review documents on an expedited basis, the *building official* is authorized to assess, in addition to the regular inspection fee, an additional charge to recover the actual or approximate costs to the *City* for such inspection or expedited review, including direct and indirect costs.

Notwithstanding Section 2-8-065 of the *Municipal Code* and Section 14A-4-412.5, a *person* having a fee waiver under either provision must pay the additional cost recovery charge for a specially-requested inspection, expedited document review, or an inspection outside of normal business hours.

14A-6-601.2 Frequency.

Where the frequency of periodic inspections is not specified, the *building official* may use occupancy classification, prior inspection data, and other reasonable factors to determine the required frequency of inspections for individual properties or classes of properties.

14A-6-602 INSPECTION BASED ON OCCUPANCY.

14A-6-602.1 General.

Either the *building official* or *fire code official* is directed to inspect *existing buildings*, periodically and as often as necessary to protect public safety, pursuant to a coordinated inspection schedule, as specified in Sections 14A-6-602.2 through 14A-6-602.5.

Exceptions:

1. Inspections by the *building official* of places for eating, as that term is defined in Section 4-8-010 of the *Municipal Code*, are subject to Section 4-8-042 of the *Municipal Code*. Nothing in this section limits inspections of any place for eating by the *fire code official*.
2. Where, within the 12-month period preceding any required inspection under this section, the applicable premises was inspected either by the *building official* or *fire code official* in connection with a *permit* inspection, periodic inspection, code compliance inspection, or certificate of occupancy, the prior inspection meets the inspection requirement herein.

14A-6-602.2 Group A occupancies.

Group A occupancies must be inspected annually.

14A-6-602.3 Licensed businesses.

Establishments requiring a public place of amusement license must be inspected within the 90 days preceding the deadline for the renewal application for the license.

14A-6-602.4 Group R occupancies.

The following *existing buildings* containing a Group R occupancy must be inspected periodically and as often as deemed necessary by the *building official*:

1. A *building* with three or more *stories above grade plane* where the *basement* contains a *dwelling unit* or *sleeping unit*.
2. A *building* with three or more *stories above grade plane* with non-residential occupancies on the ground level and residential occupancies above.
3. A *building* with four or more *stories above grade plane*.

14A-6-602.5 Additional inspections.

The *building official* and *fire code official* are authorized to conduct such additional inspections as they deem necessary to maintain health and safety.

14A-6-603 CONDITION ASSESSMENT.

14A-6-603.1 General.

Written condition assessment reports for *existing buildings* and *existing structures* must be prepared and submitted to the *building official* as provided in Sections 14A-6-603.2 through 14A-6-603.4.

14A-6-603.2 Exterior walls of high-rise buildings.

The *owner* of a *high-rise building* must obtain and submit written condition assessment reports regarding the exterior envelope of the building, or any part thereof, including, but not limited to, roof, *exterior walls*, windows and doors, balconies, fire escapes, chimneys, mechanical equipment, *marquees*, *canopies*, signs, flagpoles, and window washing and exterior maintenance systems as provided in this section.

14A-6-603.2.1 Critical examination.

For classes of *existing buildings* or individual *buildings*, the *building official* is authorized to require a periodic, close-up visual examination of the entire exterior envelope performed by or under the direct supervision of a *registered design professional* for the purpose of identifying deficiencies and determining if *repair* is required. The *registered design professional* must prepare a signed and sealed report, detailing the scope and findings of the examination, together with recommendations for *repair* where deficiencies are found, and provide it to the *owner*.

14A-6-603.2.2 Ongoing inspection and repair.

For classes of *existing buildings* or individual *buildings*, the *building official* is authorized to require periodic inspection of the entire exterior envelope performed by or under the direct supervision of a *registered design professional* for the purpose of identifying deficiencies and determining if *repair* is required. The *registered design professional* must prepare a signed and sealed report, detailing the scope and findings of the inspection, together with recommendations for *repair* where deficiencies are found, and provide it to the *owner*. *Repairs* recommended as a result of a periodic inspection must be completed by the *owner* in a timely manner.

14A-6-603.2.3 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination or inspection required by this section, that the exterior envelope of a building is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.2.4 Filing.

Reports required under Section 14A-6-603.2.1 or 14A-6-603.2.2 must be filed with the *building official* and a filing fee paid in accordance with Section 14A-12-1206. The *building official* may reject any report that does not comply with applicable requirements and require the *owner* to file a new report.

14A-6-603.2.5 Recordkeeping.

The *owner* of a building subject to this section must keep a copy of the most recent critical examination report and all subsequent ongoing inspection and repair reports on file at the premises and make them available for inspection by the *building official*.

14A-6-603.2.6 Corrective action.

Where the *building official* determines that the exterior envelope of a building subject to Section 14A-6-603.2 is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. The *building official* may require the owner to undertake a critical examination when the integrity of a building envelope is in doubt. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.3 Exposed metal.

The *owner* of a *building* with sign structures, antennae, canopies, marquees, fire escapes, flagpoles, cornices, smoke stacks, window washing and exterior maintenance systems, and other structures and equipment of metal construction permanently mounted or installed on the exterior of the *building*, or a freestanding metal sign structure exceeding 25 feet (7620 mm) in height, must obtain and submit written condition assessment reports regarding the exposed metal features as provided in Sections 14A-6-603.3.1 through 14A-6-603.3.4. The application of paint, galvanizing, wrapping, or similar coating is not sufficient to exempt a metal structure from the requirements of this section.

14A-6-603.3.1 Examination.

An exposed metal structure must be closely examined by a *registered design professional* within 2 years after its installation and at least once every 5 years after the initial inspection. The *registered design professional* must prepare a signed and sealed written report on the external structural condition and integrity of the exposed metal structure and provide it to the *owner*.

14A-6-603.3.2 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination required by this section, that an exposed metal structure is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.3.3 Filing.

The *building official* is authorized to specify by rule classes of exposed metal structures for which the report must be filed with the *building official*. For such structures, the report must be submitted to the *building official*, along with a filing fee as provided in Section 14A-12-1206.1.

14A-6-603.3.4 Corrective action.

Where the *building official* determines, based on a report filed under Section 14A-6-603.3.3 or a report made under Section 14A-6-603.3.2, or an inspection that an exposed metal structure is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.4 Tanks and supporting structures.

The *owner* of a *building* with a water tank with a capacity of more than 250 gallons (946 L) that is exposed to the elements or an exposed structure intended to support such a tank, whether or not a tank is present, must label the tank and obtain and submit written condition assessment reports regarding the tank and support structure as provided in Sections 14A-6-603.4.1 through 14A-6-603.4.5.

14A-6-603.4.1 Label.

A rustproof tag or plate must be placed on the outside of every tank or support structure indicating the month and year in which the tank and its supporting structure were installed in letters not less than 2 inches (51 mm) high.

14A-6-603.4.2 Examination.

Tanks and support structures must be closely examined by a *registered design professional* within 1 year after installation and at least once every 2 years after the initial inspection. The *registered design professional* must prepare a signed and sealed written report on the internal and external structural condition and integrity of the tank and the external structural condition and integrity of the support structure and provide it to the *owner*.

14A-6-603.4.3 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination required by this section, that a tank or support structure is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.4.4 Filing.

All reports prepared pursuant to this section must be filed with the *building official*, along with a filing fee as provided in Section 14A-12-1206.1.

14A-6-603.4.5 Corrective action.

Where the *building official* determines, based on a report filed under Section 14A-6-603.4.4 or a report made under Section 14A-6-603.4.3, or an inspection that an exposed metal structure is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.5 Condition report.

Where the *building official* has reason to question the condition or integrity of any *building* or *structure* meets a requirement of the *Chicago Construction Codes*, the *building official* is authorized to issue a written order to the *owner* to hire a *registered design professional* to undertake an investigation or critical examination, immediately take temporary measures to protect the public, and to begin permanent *repairs* within a specified time period. The *owner* must file a condition report with the *building official*. The condition report must comply with Section 104 of the *Chicago Minimum Requirements for Existing Buildings*. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

(Amend Coun. J. 2-19-20, p. 14473, Art. I, § 18)

14A-6-604 BUILDING FEATURES.

14A-6-604.1 General.

The *building official* is directed to inspect existing building features, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-604.2 through 14A-6-604.3.

14A-6-604.2 Fire curtains.

The *building official* is directed to periodically inspect, or cause to be inspected, all fire curtains installed to protect proscenium openings.

14A-6-604.3 Tanks.

The *building official* is directed to periodically inspect, or cause to be inspected, any exterior tank with a capacity of more than 250 gallons (946 L) that is located above occupied portions of a *building*, together with the supporting structure.

14A-6-605 CONVEYANCE DEVICES.

14A-6-605.1 General.

The *building official* is directed to inspect existing *conveyance devices*, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-605.2 through 14A-6-605.3.

14A-6-605.2 Conveyances devices other than mechanical amusement riding devices.

The *building official* is directed to inspect *conveyance devices* other than *mechanical amusement riding devices* in accordance with Section 103 of the *Chicago Conveyance Device Code*.

14A-6-605.3 Mechanical amusement riding devices.

The *building official* is directed to inspect *mechanical amusement riding devices* in accordance with this section.

14A-6-605.3.1 Permanently-installed devices.

The *building official* is directed to annually inspect all *mechanical amusement riding devices*, erected or operated on a permanent basis within a building, amusement park, fair, or carnival.

Exception: Coin-operated mechanical amusement riding devices, which must be permitted on an annual basis.

14A-6-606 MECHANICAL EQUIPMENT.

14A-6-606.1 General.

The *building official* is directed to inspect existing mechanical systems and devices, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-606.2 through 14A-6-606.4.

14A-6-606.2 Mechanical ventilation systems.

The *building official* is directed to periodically inspect, or cause to be inspected, mechanical ventilating systems.

Exception: Inspections by the *building official* of mechanical ventilation systems in places for eating, as that term is defined in Section 4-8-010 of the *Municipal Code*, are subject to Section 4-8-042 of the *Municipal Code*.

14A-6-606.3 Mechanical refrigeration systems.

The *building official* is directed to periodically inspect, or cause to be inspected, all parts of mechanical refrigeration systems employing any refrigerant that is expanded, vaporized, liquefied, or compressed in its refrigeration cycle.

Exception: This section does not apply to any system containing less than four pounds (1.81 kg) of refrigerant.

(Amend Coun. J. 2-19-20, p. 14473, Art. I, § 19)

14A-6-606.3.1 Unsafe conditions.

Where an inspection discloses that a mechanical refrigeration system has become or is likely to become dangerous to life and health, the *building official* is directed to give written notice to the *owner* of the mechanical refrigeration system. The *building official* is authorized to order such *person* to make such changes, *alterations*, or *repairs* as in the judgment of the *building official* are necessary to make the mechanical refrigeration system safe for the occupants of the premises and the public within a time fixed by the *building official*.

14A-6-606.3.2 Authority to shut down system.

Where the *owner* of a mechanical refrigeration system fails to comply with an order issued under this section, the *building official* is authorized to order the system shut down and the refrigerant pumped from the system and to prohibit its further use until the system is made safe. Any expense or outlay incurred by the *City* in shutting down the refrigeration system is a charge upon, and must be collected from, the *owner* or *person* controlling the refrigeration system by legal proceedings prosecuted by the Corporation Counsel.

14A-6-606.4 Boilers and pressure vessels.

The *building official* is directed to periodically inspect, or cause to be inspected, all boilers, tanks, jacketed kettles, generators, or other apparatus used for generating or transmitting steam for power or using steam under pressure for power or using steam under pressure for heating or steaming purposes, and all other tanks, jacketed kettles, and reservoirs under pressure of any kind.

14A-6-606.4.1 Hydrostatic tests.

Where a hydrostatic pressure test is deemed necessary by the *building official*, the hydrostatic pressures used in such test may not exceed the maximum working pressure of the apparatus being tested by more than 50 percent and a careful external and internal examination of the apparatus must be made before administering the test. In all cases where a hydrostatic pressure test is used, an internal examination of such apparatus must be made after the test is administered.

14A-6-606.4.2 High-pressure boilers.

All high-pressure boilers which have reached the age of 50 years must be subjected to a full internal and external inspection of rivets, welds, butt straps, shell and/or drums. Findings of such inspection will determine the allowable working pressure of the boiler.

14A-6-607 SIGNS.

14A-6-607.1 General.

The *building official* is directed to periodically inspect, or cause to be inspected, signs and sign structures in accordance with Article XIII of Chapter 13-20 of the *Municipal Code*.

Ongoing Inspection and Repair Program Report for Exterior Walls and Enclosures

1. Address of Building _____
 Name of Building _____
 Contact Person (On Site) _____ Phone _____
 Email address _____

2. Principal Occupancy of Building _____
 3. Name of Owner / Agent _____
 Address of Owner / Agent _____
 City _____ State _____ ZIP _____
 Contact Person _____ Phone _____
 Email address _____

4. Description of Building and Exterior Walls

a. No. of Stories _____	f. Composition of Exterior (check all that apply)
b. Bldg. Height _____	<input type="checkbox"/> Brick <input type="checkbox"/> Terra-Cotta
c. Plan Dimen. _____ x _____	<input type="checkbox"/> Stone <input type="checkbox"/> Concrete
d. Year Constructed _____	<input type="checkbox"/> Conc. Blk. <input type="checkbox"/> Stucco
e. Category _____	<input type="checkbox"/> Glass <input type="checkbox"/> Windows
	<input type="checkbox"/> Metal <input type="checkbox"/> Soffit
	<input type="checkbox"/> Cornice <input type="checkbox"/> _____

5. The following was performed in the past year by the Owner/Agent and Professional:

- | | |
|---|---|
| <input type="checkbox"/> Inspection from Afar | <input type="checkbox"/> Close-Up inspection |
| <input type="checkbox"/> Repair Design | <input type="checkbox"/> Prepared Repair Document |
| <input type="checkbox"/> Observed Repair Work | <input type="checkbox"/> Report Preparation |

Space Below for Building Department Use Only

6. Have you reviewed previous ordinance Reports or other reports on file for this Building?
 YES Dates of prior Reports _____, _____, _____
 None Available

7. Please check one of the following summarizing the condition of the façade. Use the back of this sheet (or attach separate report) to briefly describe the nature and extent of inspections, repairs, maintenance or corrective actions taken during the reporting period, and recommended to be performed within the next reporting cycle. **(Refer to the Rules and Regulations for Maintenance of High-Rise Exterior Walls and Enclosures for definitions and additional reporting requirements.)**

- SAFE CONDITION**
- SAFE WITH REPAIR AND MAINTENANCE PROGRAM** Describe repair and maintenance required and time frame to prevent deterioration into and unsafe condition.
- UNSAFE AND IMMINENTLY HAZARDOUS** The Department of Buildings must be notified by phone at (312) 743-7200 and by mail at Department of Buildings 2045 W. Washington, Chicago IL 60612.

Name of Building Department Employee Contacted: _____

Date Contacted: _____

Protective Canopies Recommended: **YES** **NO**

8. Licensed Professional

Name _____

Seal of Professional

Firm _____

Address _____

City _____ State _____ ZIP _____

Phone _____

Email _____

Date _____ Seal Lic. Exp. _____

Signature of Professional _____