

PLAN EXAMINER (T)

DEFINITION

Under direction, examines plans and drawings for the construction, alteration or repair of single-family residential, apartment, conventional commercial or industrial buildings, and associated structures to insure adequate provision for structural safety and compliance with pertinent building regulations and State laws prior to issuance of a building permit.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Examines the plans for proposed structures such as conventional commercial or industrial buildings, residential buildings, and auxiliary structures, such as signs, walls or fences to determine compliance with pertinent building regulations and State laws; approves or disapproves such plans; advises and assists architects, contractors, builders and owners and the general public with regard to interpretation and application of pertinent building regulations and State laws; evaluates test reports; may occasionally perform structural inspections in the field on special projects. Assists in certain specified administrative functions such as the development of statistics and the preparation of reports related to the departmental work program; reviews and makes recommendations regarding departmental forms and procedures, and performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is responsible technical work requiring the exercise of seasoned judgment in the examination of plans for building construction, alterations or repair for compliance with pertinent legal requirements and in approving or disapproving such plans. Work is performed under the general direction of the Plan Checking Engineer.

RECOMMENDED MINIMUM QUALIFICATIONS

Education equivalent to graduation from high school, three years of experience as a Building Inspector, and two years experience as a Plan Checker; or any equivalent combination of directly related college-level education and practical work experience which provides the following knowledge, skills and abilities.

Knowledge of: building construction methods, practices, techniques, and materials; principles of structural engineering; Uniform Building Code, Housing Code, Uniform Plumbing Code, Uniform Mechanical Code, National Electrical Code, and current State and Federal regulations; modern office practices, procedures and equipment.

Ability to: analyze and interpret complex construction plans and specifications; analyze building construction computations; establish and maintain effective working relationships with architects, contractors, builders and owners, the general public and other City employees; and organize and present ideas effectively in written or oral form.

Class title change from Plan Examiner I per Council Resolution No. 87-59,
effective 7-1-87

Reviewed: 01/04

ADA approved: 01/04