



Town of Nags Head

Planning and Development
Department

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Conducting Live Remote Inspections

To increase efficiency and to help stop the spread of the novel Coronavirus, the Town of Nags Head Department of Planning and Development has adopted a new policy regarding the use of video technology to conduct live remote inspections. This technology can be used for trade permit inspections like HVAC change-outs, meter base change-outs, electrical service upgrades, water heater change-outs, trench inspections for electrical, gas, or plumbing permits, and possibly other applications as agreed upon by the inspector and the applicant/contractor.

In order to conduct live remote inspections, you will need a smart phone or tablet with internet access. You will also need to download the free Zoom Cloud Meetings Mobile App from either the Apple App Store or Google Play on your mobile device. Once downloaded, open the app. If you already have a Zoom account, click the Sign-In button at the bottom of the screen and log-in with your credentials. If you have not yet signed-up, click the Sign-Up button at the bottom of the screen, and follow the prompts.

Once you have Zoom Cloud Meetings set-up on your mobile device, you are now ready to participate in live remote inspections. Call the Nags Head Inspections Department at 252-449-6043 to request a time slot for a live remote inspection. At the agreed upon time, the inspector will send a meeting request to your mobile device via text message or email (depending on how your Zoom account is set-up). Click on the link in the message or email to begin the Zoom video chat.

The applicant/contractor must be on-site at the start of the inspection. The inspection will begin at the front of the property so the inspector will be able to see the structure and the address. The applicant/contractor will then follow the inspector's instructions as to where to point the camera. Make sure access hatches, electrical panel covers, electrical disconnect covers, equipment doors, etc. are removed prior to the start of the inspection. In the case of trench inspections for plumbing, electrical, or fuel-gas, please have a tape measure available to measure the depth of the utilities in the trench. If at any point during the live remote inspection the inspector determines an on-site inspection is required, the live remote inspection will be terminated, and if possible, the inspector will visit the site the same day the live remote inspection was requested.

For questions regarding the use of live remote inspections, please contact Chief Building Inspector Cory Tate at 252-449-6043.