

ORDINANCE NO.: 2025-11

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF WHITE, GEORGIA, SITTING FOR THE PURPOSE OF ADOPTING AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF WHITE, GEORGIA TO PROVIDE REQUIREMENTS FOR PREQUALIFICATION OF PRIVATE PERMITTING REVIEW AND INSPECTION; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; AND FOR OTHER PURPOSES AT THE REGULAR MEETING OF THE MAYOR AND COUNCIL HELD ON November 3rd, 2025.

WHEREAS, the City of White in accordance with the police power and the best interests of the citizens, and to preserve the public health, safety and welfare deems it desirable to adopt a Private Permitting Prequalification Ordinance (hereinafter "Ordinance"); and

WHEREAS, the adoption of the Ordinance is in accordance with O.C.G.A. § 8-2-26(g) and the City's Charter;

NOW THEREFORE BE IT ORDAINED, AND IT HEREBY IS ORDAINED, by the governing authority of the City of White by law and its Charter that the Ordinance is hereby adopted as follows:

SECTION ONE

The City of White Private Permitting Prequalification Ordinance, which is attached hereto as Exhibit "A," is hereby adopted.

SECTION THREE

- A. Severability Clause. It is the express intention of the Mayor and City Council that each independent provision of this ordinance attached hereto as Exhibit "A" should be adopted, and the Mayor and City Council would have adopted each such independent provision even if the others had not been adopted. Therefore, in the event that a court of competent jurisdiction finds any provision of this Ordinance attached hereto as Exhibit "A" to be unlawful, invalid or unenforceable, it is the intent of the Mayor and City Council that the offending provision be severed, and that all lawful provisions remain in force.
- B. General Repealer. Any ordinance not expressly addressed by this ordinance that is inconsistent with the provisions of the Ordinance attached as Exhibit "A" is expressly repealed to the extent that it conflicts with this Ordinance attached as Exhibit "A."

C. Effective Date. The public welfare demanding, this ordinance shall be effective immediately after its adoption.

SO ADOPTED this 3rd day of November, 2025.



Curtis Powell,
Mayor

Attest:



Robin Cochran,
City Clerk

READ on the 6th day of Oct, 2025

PASSED AND ADOPTED on the 3 day of Nov, 2025

Ord. # 2025-11

EXHIBIT "A"

CITY OF WHITE, GEORGIA

Private Permitting Prequalification Ordinance

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF WHITE, GEORGIA TO PROVIDE REQUIREMENTS FOR PREQUALIFICATION OF PRIVATE PERMITTING REVIEW AND INSPECTION; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

Pursuant to O.C.G.A. §8-2-26(g) (hereinafter the "State Act"), the City of White, through its designated department, official, or employee, shall be authorized to prequalify any private professionals prior to them completing plan review and inspection services for permit applicants who have selected a third-party provider. Private professional providers must be certified professional engineers, certified professional architects or qualified inspectors, as such term is defined in O.C.G.A. § 8-2-26.1, who are not an employee of or otherwise affiliated with or financially interested in the person, firm, or corporation engaged in the construction project to be reviewed or inspected. Additional certifications can be required of prequalified private professionals if those same requirements are imposed on the municipal employees completing the plan review or inspection.

Section 1. Definitions

For purposes of this Third-party Inspection Ordinance, the following definitions shall apply unless the context clearly indicates otherwise:

- (a) *Approved Third-party Inspectors and Plans Reviewer List.* A list maintained by the City Clerk's office comprised of the names of Approved Third-party Inspectors and Plans Reviewers that have complied with the application and renewal requirements of the City and have been approved to perform Third-party Inspections and Plans Review pursuant to this article.
- (b) *Approved Third-party Inspector.* A Registered Professional Engineer, Registered Professional Architect, or Qualified Inspector that has complied with the application and renewal requirements of the City's building permit office and has been approved to perform Third-party Inspections pursuant to this article. An Approved Third-party Inspector is intended to constitute a "private professional provider" for the purposes of performing inspections as described in the State Act.
- (c) *Approved Third-party Plans Reviewer.* A Registered Professional Engineer, Registered Professional Architect, or Qualified Inspector that has complied with the application and renewal requirements of the City's building permit office and

has been approved to perform Third-party Plans Review pursuant to this article. An Approved Third-party Plans Reviewer is intended to constitute a "private professional provider" for the review of reviewing building construction plans as described in the State Act.

- (d) *City.* The City of White, Georgia.
- (e) *Complete Application.* For purposes of processing applications in compliance with the State Act, an application submitted to the City Clerk's office shall not be considered complete until all applicable fees have been paid, and all applicable reviewing agencies have received the application and provided any required approvals. For each permit type, the City shall establish and publish the requirements of a complete application.
- (f) *Convenience Fees.* Fees established by the City to be paid to the City Clerk's office upon the election by an applicant to use a Third-party Inspector or Third-party Plans Reviewer despite the City's Engineer and/or building inspector otherwise being able to provide inspection and plan review services within the time frames required by the State Act. Such fees shall be the same amount as any Regulatory Fees assessed by the City for inspections and plan review services performed by the City's Engineer, building inspector or qualified staff.
- (g) *Department.* The City's Engineer, building inspector, City Clerk, or such other department or individual, or combination thereof, as may be assigned by the City Council the responsibility of performing inspections and overseeing the third-party inspection and plans review system described herein.
- (h) *Inspection.* The observance of work and the performance of tests for certain components and elements to establish conformance with City approved construction documents, building codes and ordinances adopted by City, and the requirements of the state minimum standards as adopted and amended by the Georgia Department of Community Affairs.
- (i) *Inspection Certification.* A written statement signed by an Approved Third-party Inspector or his or her approved Technician, which shall indicate that the item(s) being inspected, in the Approved Third-party Inspector's professional opinion and to the best of their knowledge, complies with City approved construction documents, building codes and ordinances adopted by City, the requirements of the state minimum standards as adopted and amended by the Georgia Department of Community Affairs, and any other applicable inspections that are typically performed by Inspectors employed by City.
- (j) *Inspection Field Report.* A written report prepared by an Approved Third-party Inspector or a Technician working under the direct supervision of an Approved Third-party Inspector describing the work conducted and findings of an inspection performed by an Approved Third-party Inspector or a Technician working under the direct supervision of an Approved Third-party Inspector.
- (k) *Plans Review Affidavit.* A written affidavit on a form adopted by the Georgia Department of Community Affairs that is completed and signed under oath by an Approved Third-party Plans Reviewer, which shall indicate the plans which have been reviewed for the purpose of a building permit for the application in question, in the Approved Third-party Plans Reviewer's professional opinion and to the best of their knowledge, complies with the regulatory requirements as designated by City, including the state minimum standard codes most recently adopted by the Department of Community Affairs and any locally adopted ordinances and

amendments to such codes, applicable zoning ordinances and conditions, design standards, and any other applicable laws and regulations that would otherwise be required of staff employed by the City.

- (l) *Qualified Inspector.* An individual that meets the definition of Qualified Inspector as such term is defined in O.C.G.A. § 8-2-26.1.
- (m) *Registered Professional Architect.* An individual that holds a certificate of registration issued under O.C.G.A. § 43-4-1 et seq.
- (n) *Registered Professional Engineer.* An individual that holds a certificate of registration issued under O.C.G.A. § 43-15-1 et seq.
- (o) *Regulatory Fees.* All fees established by the City to be paid to the City for any regulatory action, inspection services, or plan review services as provided by the State Act and this Article.
- (p) *Technician.* An individual who performs inspections under the direct supervision of an Approved Third-party Inspector.
- (q) *Third-party Inspection and Plans Review Program.* The rules and procedures described in this Third-party Inspection and Plans Review Ordinance.
- (r) *Third-party Plans Review.* Plans review performed in conformance with this program by Approved Third-party Plans Reviewers.
- (s) *Third-party Inspection.* Inspection performed in conformance with this program by Approved Third-party Inspectors.

Section 2. Third-party Inspection and Plans Review Program

- (a) The Department will establish and maintain an Approved Third-party List from whom the Department will accept Third-party Inspections and Third-party Plans Reviews in accordance with this Third-party Inspection and Plans Review Ordinance.
- (b) In full compliance with the requirements of the State Act, City shall allow owners, developers, and contractors to submit Inspection Certifications by Approved Third-party Inspectors and Plans Review Affidavits by Approved Third-party Plans Reviewers in order to satisfy certain inspection and plans review requirements.
- (c) The Department will only consider Inspection Certifications and Plans Review Affidavits from parties listed on the Approved Third-party List. City makes no representation concerning the Approved Third-party Inspectors and Approved Third-party Plans Reviewers other than that they have submitted evidence showing that they have met the minimum criteria necessary to qualify for the Third-party Inspection and Plans Review Program described herein.
- (d) In order for an Inspection Certification or Plans Review Affidavit to be accepted by the Department for a particular project, an Approved Third-party Inspector or Approved Third-party Plans Reviewer must be independent of and must not be an employee of or otherwise affiliated with or financially interested in the person, firm or corporation engaged in the construction project to be reviewed or inspected.
- (e) The person, firm or corporation retaining an Approved Third-party Inspector or Approved Third-party Plans Reviewer to conduct an inspection or plans review - shall be required to pay to City the same Regulatory Fees and charges which would

have been required had the inspection or plans review been conducted by a City inspector or plans reviewer. Should the Department determine that it cannot conduct a particular inspection or plans review in the time prescribed by the State Act, the applicable Regulatory Fees shall be reduced by fifty percent (50%). Should the Department determine that it can conduct a particular inspection or plans review in the time prescribed by the State Act, a Convenience Fee shall be paid to the City. Upon payment in full of the Convenience Fee(s) associated with the complete application, the applicant may nevertheless choose to retain, at its own expense, an Approved Third-party Inspector or Approved Third-party Plans Reviewer to provide the required inspection or plan review, subject to the requirements set forth in this Article. Any Fees or Convenience Fees paid to the City are nonrefundable.

- (f) All other fees and costs related to the performance of the Third-party Inspections or Third-party Plans Review are matters solely between the Approved Third-party Inspector or Approved Third-party Plans Reviewer and the person, firm, or corporation engaging the Approved Third-party Inspector or Approved Third-party Plans Reviewer.
- (g) Notwithstanding the submission of an Inspection Certification or Plans Review Affidavit, the Department retains the authority to make all code interpretations and to monitor the quality of all Third-party Inspections and Third-party Plans Reviews and nothing in this article shall be construed as authorizing any Approved Third-party Inspector or Approved Third-party Plans Reviewer to issue a Certificate of Occupancy.
- (h) The Department will follow all applicable procedures set forth in the State Act for all inspections and plans reviews. For purposes of processing applications in compliance with the State Act, an application submitted to the Department shall not be considered complete until all applicable fees have been paid, and all applicable reviewing agencies have received the application and provided any required approvals.

Section 3. Inspections types

- (a) The Department will, at a minimum, accept Third-party Inspections in compliance with the State Act for any construction inspections required by the City Code of Ordinances. A comprehensive list of the various inspection types, their allowed timing and other related details are established by Department policy. This document is available from the Department and is published on the City website.
- (b) Approved Third-party Inspectors shall be authorized to conduct any inspection required by the City necessary or required to determine compliance with all regulatory requirements and for the issuance of a building permit or certificate of occupancy, provided that the inspection being performed is within the scope of the Approved Third-party Inspector's area of competency. However, nothing in this article shall be construed as authorizing Third-party Inspections for compliance with state or local fire safety standards or erosion control standards.

Section 4. Approved Third-party Inspector requirements and qualifications

- (a) Individuals desiring to be placed on the Approved Third-party Inspectors and Plans Reviewer List as an Approved Third-party Inspector must submit an initial application

along with an application fee as established by City to the Department. Those individuals that are placed on the Approved Third-party Inspectors List must submit a renewal form every year no later than October 31st. Individuals that do not timely submit a renewal form shall be removed from the Approved Third-party Inspectors List.

- (b) In order to qualify as an Approved Third-party Inspector, an individual must:
 - (1) Be employed by or be a partner in an engineering firm, architect firm, or Qualified Inspector firm in full compliance with City Code of Ordinances, including current occupational tax and registration required thereunder;
 - (2) Be a Registered Professional Engineer, Registered Professional Architect, or Qualified Inspector as defined in this article;
 - (3) Otherwise be in good standing with all pertinent certification and professional accreditation boards;
 - (4) Possess and maintain minimum insurance as described herein; and
 - (5) Demonstrate relevant experience of at least one (1) year.
- (c) An individual shall not be qualified to be placed on the Approved Third-party List if he or she has had his or her authority to issue third-party Inspection Certifications in any other jurisdictions revoked. If an individual previously qualified to be on the Approved Third-party List and subsequently has his or her authority to issue third-party Inspection Certifications revoked, the individual shall automatically be removed from the Approved Third-party List.
- (d) An Approved Third-party Inspector may not submit an Inspection Certification if the Approved Third-party Inspector is an officer or employee of the owner, developer, contractor or other party or if the Approved Third-party Inspector is employed by or a partner in a firm that is affiliated with or financially interested in the owner, developer, contractor or other party on whose behalf the Inspection Certification is submitted.
- (e) Technicians may perform inspections under the supervision of an Approved Third-party Inspector provided that the technician has satisfied any specific requirements as may be designated by the City building official if those same requirements are imposed on the municipal employees completing the plan review or inspection.
- (f) Technicians performing inspections under the supervision of an Approved Third-party Inspector shall be a certified International Code Council (ICC) Inspector or equivalent if those same requirements are imposed on the municipal employees completing the plan review or inspection.
- (g) Approved Third-party Inspectors shall obtain and maintain the following minimum insurance coverages and provisions, evidence of which shall be submitted to the Department with the initial application and each calendar year thereafter.
 - (1) All private professional providers providing inspection services pursuant to this subsection shall secure and maintain insurance coverage for professional liability (errors and omissions) insurance. The limits of such insurance shall be not less than \$1 million per claim and \$1 million in aggregate coverage for any project with a construction cost of \$5 million or less and \$2 million per claim and \$2 million in aggregate coverage for any project with a construction cost of more than \$5 million. Such insurance may be a practice policy or project-

specific coverage. If the insurance is a practice policy, it shall contain prior acts coverage for the private professional provider. If the insurance is project-specific, it shall continue in effect for two years following the issuance of the certificate of final completion for the project. The permit applicant shall verify compliance with the insurance requirements of this paragraph. The cancellation provision shall provide for 30 days notice of cancellation.

- (2) The required insurance coverage shall be provided by an insurance company at all material times licensed to do business by, and in good standing with, the Georgia Department of Insurance.
 - (3) Approved Third-party Inspectors shall maintain the minimum insurance coverage as required above at all times during which they are listed as Approved Third-party Inspectors. Approved Third-party Inspectors shall provide the Department with evidence of minimum insurance coverages and provisions on an annual basis prior to the expiration of any policy or coverage and upon request by the Department. Should any insurance coverage or information change, the Approved Third-party Inspector shall provide written notice of any such change to the City within ten (10) business days. If at any time an Approved Third-party Inspector fails to maintain the required insurance coverage, the Department may remove them from the Approved Third-party List.
- (h) Suspension of Technicians and Approved Third-party Inspectors:
An individual who performs inspections under this article, whether a Technician or an individual Approved Third-party Inspector, shall be subject to suspension from the Approved Third-party List, and from submitting Inspection Field Reports and Inspection Certifications for the following infractions:
- (1) Providing inspections without appropriate license or certification.
 - (2) Providing inspection services prior to issuance of a valid building permit.
 - (3) Failing to identify any noncompliance with any applicable code, as amended, (including, but not limited to) the International Building Code, International Mechanical Code, International Energy Conservation Code, and Life Safety Code, as determined in the sole good faith discretion of the City Engineer, building inspector, or other designee of the City. However, it is the express intent of the City not to impose sanctions on an individual under this Article for failing to identify multiple instances of noncompliance in one inspection such as that each such failure constitutes an individual and separate infraction. Rather, multiple failures contained in a single inspection under this paragraph shall be treated as a single infraction.
 - (4) Authorizing any deviation from the approved permit.
 - (5) Falsifying reports.
 - (6) Unauthorized employee performing inspections.
 - (7) Performing unauthorized types of inspections.
 - (8) Inspections passed with hold on project or under stop work order.
 - (9) Failure to identify noncompliance with any applicable code not captured in subsection (3) above, upon identification of such failure by the City on multiple occasions, as determined in the sole good faith discretion of the City Engineer, building inspector, or other designee of the City.

- (i) Suspension from submitting Inspection Field Reports and Inspection Certifications for infractions by a Technician or individual Approved Third-party Inspector shall be progressive based on the number of infractions in the previous 12-month period. For any combination of infractions within a 12-month period, the following actions and suspensions against a Technician or individual Approved Third-party Inspector shall be assessed:

First Infraction	Warning Letter
Second Infraction	30-Day suspension from eligibility to perform inspections and submit Inspection Field Reports and Inspection Certifications
Third Infraction	90-Day suspension from eligibility to perform inspections and submit Inspection Field Reports and Inspection Certifications
Fourth Infraction	1-Year suspension from eligibility to perform inspections and submit Inspection Field Reports and Inspection Certifications

- (j) An Approved Third-party Inspector shall be subject to progressive action based on the number of infractions in the previous 24-month period by individuals performing inspections, including the individual Approved Third-party Inspector or any one or more Technicians acting under the supervision of the Approved Third-party Inspector (which shall include Technicians serving as employees, independent contractors, agents, etc.). Violations under this paragraph shall accrue upon every third infraction by an individual contemplated in paragraph (h) above, and shall subject Approved Third-Party Inspectors to the following actions and suspensions for any combination of infractions within a 24-month period:

First Violation (upon third individual infraction)	Written Letter of Reprimand
Second Violation (upon sixth individual infraction)	30-Day suspension from Approved Third-Party Inspector and Plans Reviewer List
Third Violation (upon ninth individual Infraction)	90-Day suspension from Approved Third-Party Inspector and Plans Reviewer List
Fourth Violation (upon twelfth individual infraction)	1-Year suspension from Approved Third-Party Inspector and Plans Reviewer List

The City shall send written notice to the Approved Third-party Inspector for each infraction as contemplated in paragraph (i) above, the purpose of which shall be to inform the Approved Third-party Inspector of the number of infractions accruing under paragraph (i), to put the Approved Third-party Inspector on notice of possible violations under this paragraph (j), and so the Approved Third-party Inspector has the opportunity to take any remedial action necessary to prevent future infractions and/or violations.

- (k) Notwithstanding any other provision of this Article, in the event a Technician or individual Approved Third-party Inspector is found to have falsified a report or

where life safety issues were not identified, the progressive actions and suspensions of this Article may, in the discretion of the City, be bypassed with an immediate suspension and/or disqualification imposed.

- (l) Appeals of suspensions and/or disqualifications shall be to the City Council as provided in the City's Code of Ordinances.

Section 5. Procedures for conducting Third-Party Inspections

- (a) An Approved Third-party Inspector shall not suggest, direct, or authorize any deviation from approved construction documents without first obtaining approval from the Department.
- (b) The following procedures shall apply to all Third-party Inspections:
 - (1) Inspectors shall submit City provides inspection reports on a weekly basis or as otherwise directed by City staff and/or designee.
 - (2) Inspection forms and/or reports shall be submitted via email or a hard copy is to be delivered to the City Engineer or their designee. Copies of all inspection forms and/or reports shall be provided to the City Clerk's Office.
- (c) The Department shall have a right of entry to any premises inspected by an Approved Third-party Inspector or Technician to ensure compliance with this Article and the State Act.

Section 6. Approved Third-party Plans Reviewer requirements and qualifications

- (a) Individuals wishing to be placed on the Approved Third-party List as an Approved Plans Reviewer must submit an initial application along with an application fee, as established by the City, to the Department.
- (b) In order to qualify as an Approved Third-party Plans Reviewer, an individual must:
 - (1) Be, or be a partner in or employed by, an engineering firm, architect firm, or Qualified Inspector firm in full compliance with City Code of Ordinances, including current occupational tax and registration required thereunder;
 - (2) Be a Registered Professional Engineer, Registered Professional Architect, or Qualified Inspector as defined in this article;
 - (3) Otherwise be in good standing with all pertinent certification and professional accreditation boards;
 - (4) Possess and maintain minimum insurance as described herein; and
 - (5) Demonstrate relevant experience of at least one (1) year.
- (c) An individual shall not be qualified to be placed on the Approved Third-party List if he or she has had his or her authority to issue third-party Plans Review Affidavits in any other jurisdictions revoked. If an individual previously qualified to be on the Approved Third-party List and subsequently has his or her authority to issue third-party Plans Review Affidavits revoked, the individual shall be removed from the Approved Third-party Inspectors and Plans Reviewer List.
- (d) An Approved Third-party Plans Reviewer may not submit a Plans Review Affidavit if the Approved Third-party Plans Reviewer is an officer or employee of the owner,

developer, contractor or other party or if the Approved Third-party Plans Reviewer is employed by or a partner in a firm that is affiliated with or financially interested in the owner, developer, contractor or other party on whose behalf the Plans Review Affidavit is submitted.

- (e) All private professional providers providing plan review services pursuant to this subsection shall secure and maintain insurance coverage for professional liability (errors and omissions) insurance. The limits of such insurance shall be not less than \$1 million per claim and \$1 million in aggregate coverage for any project with a construction cost of \$5 million or less and \$2 million per claim and \$2 million in aggregate coverage for any project with a construction cost of more than \$5 million. Such insurance may be a practice policy or project-specific coverage. If the insurance is a practice policy, it shall contain prior acts coverage for the private professional provider. If the insurance is project-specific, it shall continue in effect for two years following the issuance of the certificate of final completion for the project. The permit applicant shall verify compliance with the insurance requirements of this paragraph. The cancellation provision shall provide for 30 days notice of cancellation.
- (f) The required insurance coverage shall be provided by an insurance company at all material times licensed to do business by, and in good standing with, the Georgia Department of Insurance.
- (g) Approved Third-party Plan Reviewers shall maintain the minimum insurance coverage as required above at all times during which they are listed as Approved Third-party Plan Reviewers. Approved Third-party Plan Reviewers shall provide the Department with evidence of minimum insurance coverages and provisions on an annual basis prior to the expiration of any policy or coverage and upon request by the Department. Should any insurance coverage or information change, the Approved Third-party Plan Reviewer shall provide written notice of any such change to the City within ten (10) business days. If at any time an Approved Third-party Plan Reviewer fails to maintain the required insurance coverage, the Department may remove them from the Approved Third-party List.

(h) Suspension of Approved Third-party Plans Reviewers:

An individual who performs plans review under this article shall be subject to suspension from the Approved Third-party List, and from submitting Plans Review Affidavits for the following infractions:

- (1) Providing plans reviews without appropriate license or certification.
- (2) Failing to identify any noncompliance with any applicable code, as amended, (including, but not limited to), the International Building Code, International Mechanical Code, International Energy Conservation Code, and Life Safety Code as determined in the sole good faith discretion of the Chief Building Official of the City. However, it is the express intent of the City not to impose sanctions on an individual under this Article for failing to identify multiple instances of noncompliance in one inspection such as that each such failure constitutes an individual and separate infraction. Rather, multiple failures contained in a single inspection under this paragraph shall be treated as a single infraction.
- (3) Falsifying Plans Review.
- (4) Performing unauthorized types of plan reviews.

- (i) Suspension for submitting Plans Review Affidavits for infractions by an Approved Third-party Plans Reviewer shall be progressive based on the number of infractions in the previous 12-month period. For any combination of infractions within a 12-month period, the following actions and suspensions against an Approved Third-party Plans Reviewer shall be assessed:

First Infraction	Written Letter of Reprimand
Second Infraction	30-Day suspension from Approved Third-Party Inspector and Plans Reviewer List
Third Infraction	90-Day suspension from Approved Third-Party Inspector and Plans Reviewer List
Fourth Infraction	1-Year suspension from Approved Third-Party Inspector and Plans Reviewer List

The City shall send written notice to the Approved Third-party Plans Reviewer for each infraction as contemplated in paragraph (j) above, the purpose of which shall be to inform the Approved Third-party Plans Reviewer of the number of infractions accruing under paragraph (j) and so the Approved Third-party Plans Reviewer has the opportunity to take any corrective action necessary to prevent future infractions.

- (j) Notwithstanding any other provision of this Article, in the event an Approved Third-party Plans Reviewer is found to have falsified Plans Review Affidavits or where life safety issues were not identified, progressive actions and suspensions of this Article may, in the discretion of the City, be bypassed with an immediate suspension and/or disqualification imposed.
- (k) Appeal of suspensions and/or disqualifications shall be to the City Council as provided in the City's Code of Ordinances.

Section 7. Procedures for conducting Third-party Plan Reviews

- (a) Any plan review conducted by an Approved Third-party Plans Reviewer shall be no less extensive than plan reviews conducted by City personnel.
- (b) The following procedures shall apply to all Third-party Plans Review:
- (1) The City shall send plans and any prior review comments directly to the reviewer.
 - (2) Reviewer shall acknowledge receipt within one (1) business day, confirming all required documents are legible and complete.
 - (3) All files must be maintained securely and in confidence, no sharing with outside parties except subconsultants approved in writing by the City.
 - (4) The reviewer shall provide a correction report in a format that is approved by the City. The report shall include, but not be limited to, project identifier and permit application number, summary of findings, detailed correction items with reference to code/ordinance section, description of noncompliance, and recommended corrective action.
 - (5) The reviewer shall return one digital and hard copy marked-up set of plans for City records along with the formal approved set of plans. The submission

requirements will be the same as the marked-up set.

(6) The initial review period must be completed within the timeframe set by the City, which may be on a case-by-case basis. The review period shall be no more than 45 days.

(7) Resubmittals are to be reviewed within 15-20 days unless otherwise authorized by the City.

(8) Any delay beyond the agreed timeframe must be reported immediately to the City with explanation and revised completion date.

(9) Reviewer must maintain consistency with City formatting, terminology, and documentation requirements.

(10) The City reserves the right to audit reviewer's work at any stage, require clarifications before accepting a report, and reassign projects if quality or timeline standard are not met.

(11) All final reports, letters, marked plans, and final plans must be delivered to the City within two business days of review completion.

Section 8. Appeals

- (a) If the local building official and the private professional provider are unable to resolve a dispute or meet within the time required by the State Act, the decision by the local official may be appealed to the Department of Community Affairs as provided under O.C.G.A. § 8-2-26(g)(18)(B).

SECTION 9

Except as provided otherwise herein, all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 10

This ordinance shall be codified in a manner consistent with the laws of the State of Georgia.

SECTION 11

This ordinance shall become effective immediately upon its adoption by the Mayor and Council of the City of White.

SO ORDAINED this 3rd day of November, 2025.

CITY OF WHITE

By: 

Mayor

Ord. # 2025-11

ATTEST:


City Clerk