



Napa  
Solano  
Chapter  
ICC

# The Complete Permit Technician

Presented by the Napa-Solano ICC Chapter & The City of Fairfield



PREFERRED  
EDUCATION  
PROVIDER

## PREFERRED PROVIDER

### COURSE NUMBER: TBD

*The course is a two day 7-hour course with  
1.4 CEU Hours*

**MONDAY, DECEMBER 4, 2017 &  
TUESDAY, DECEMBER 5, 2017**

## FULL DAY SEMINAR SPECIALLY DESIGNED FOR:

- Counter Personnel
- Building Officials
- Inspectors
- Plan Reviewers
- Those preparing for the Permit Technician Certification Exam

This two-day course is intended to provide essential information in the areas of code administration and history, legal aspects, customer service, basic construction, inspection process, zoning requirements, permit fee calculations, basic occupancy and construction types, basic means of egress and dealing with difficult customers.

The course is recommended for front counter personnel, other Building Department Staff and those who may be interested in preparing for the ICC Permit Technician Exam.

***ICC will be on location to offer the ICC Permit Technician Certification Exam on December 9<sup>th</sup>. The cost of the course will be reduced for those attendees who register for the course and the exam by September 29<sup>th</sup>. Space is limited. Please register at your earliest convenience.***

This course approved for on-going education hours. A certificate of continuing education will be provided at the conclusion of class.

**STEVE BURGER** is the Chief Building Official for the City of Folsom, California and an ICC Certified Building Official and Certified Code Official, Permit Technician Code Specialist, Plans Examiner, Building Inspector including Electrical & Mechanical as well as a Fire Inspector II. Steve has served on a variety of ICC/ICBO committees including the Permit Technician Exam Committee, Education Committee, Certification Committee and the Legacy Codes Exam Committee. Presently he is a member of CALBO, Education Chair & Boardmember of SVABO & represents Building Officials as Chairperson on the State of California Building & Fire Advisory Committee. Steve has taught Permit Technician education classes since 1998 throughout the US. Steve has also authored the ICC "Permit Technician Study Companion".

City of Fairfield  
Community Center – Willow Hall  
1000 Webster Street  
Fairfield, CA 94533

Sign-in begins at 7:30am  
Seminar: 8:00am - 4:00pm

\$200 – Registration by September 29<sup>th</sup>  
 \*\$175 – Registration by September 29<sup>th</sup>,  
requires attendee to register for December  
 9<sup>th</sup> Exam  
 \$225 – Registration after September 29<sup>th</sup>

Lunch will be provided

***\*A separate check and ICC registration application for the exam must accompany your registration for the course. The cost of the ICC exam is \$199.00. This check must be made payable to ICC. If paying online for the course and mailing in separate check for exam, please notify Aleris Dunn upon online registration via e-mail.***

# Registration Form

FULL NAME

TITLE

JURISDICTION/COMPANY

ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

**REGISTRATION:**

Registration closes: Thursday, November 16, 2017

Register and pay online at <http://napasolanoicc.org>,  
or mail the registration portion of this page with a  
**check (made payable to Napa Solano ICC)** to:

City of Fairfield  
Attn: Aleris Dunn  
1000 Webster Street, 2<sup>nd</sup> Floor  
Fairfield, CA 94533

☐ Check here if you have a disability and require accommodation to fully participate in this seminar. You will be contacted to discuss your specific needs.

**CANCELLATION POLICY:**

Written or email refund requests received one week prior to the seminar will receive a full refund. After this date, the fee is non-refundable. With the exception of those who have registered for the exam.

**CONSTRUCTION PERMIT**

City of Fairfield • Building & Fire Safety Division • Community Development Department  
1000 Webster Street, 2nd Floor, Fairfield, California 94533  
Telephone: 707-428-7451 • Fax: 707-428-7324 • Inspection Request Line: 707-428-7570

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Job Location	5356 ZACHARY CT Suite	APN	9009-4-	Permit Number	BLD16-02452
Subdivision		Census Tract	2523.090	Date Issued	1/5/2017
Lot	9			Issued By	ARD

GENERAL INFORMATION										
Type	Sub-Type	Const. Type	Occ	Square Feet	# of Bdrms	# of Units	# of Stories	Electric Service	Spr	Water Meter
RESIDENTIAL	SFD	VB	R-3 ,U ,U	2102	4	1	0	0	13D	

### PROJECT DESCRIPTION

2,102 sq.ft. 4 bedroom 1 story SFD (Plan 1)

**Each participant must bring the following items:**

- **Calculator**
- **Highlighter**
- **2015 International Building Code\***
- **2015 International Zoning Code\***
- **Legal Aspects of Code Administration\***
- **Basic Code Enforcement\***

**\*These items can be purchased through the ICC website: [www.iccsafe.org](http://www.iccsafe.org)**

**QUESTIONS TO:**

Aleris R. Dunn  
Napa-Solano ICC Education Chair  
City of Fairfield  
1000 Webster Street, 2<sup>nd</sup> Floor  
PH: (707) 428.7459  
FX: (707) 428.7324  
E-mail: [adunn@fairfield.ca.gov](mailto:adunn@fairfield.ca.gov)

**DIRECTIONS:**

- From San Francisco: Take I-80 E to Travis Blvd in Fairfield. Continue right at the fork. Turn right onto Pennsylvania Avenue. Turn left onto Kentucky Street. Enter into the third driveway on your left. Willow Hall is directly to the right of the Library.
- From Sacramento: Take I-80 W to Travis Blvd in Fairfield. Turn left over the overpass and continue onto Travis Blvd. Turn right onto Pennsylvania Avenue. Turn left onto Kentucky Street. Enter into the third driveway on your left. Willow Hall is directly to the right of the Library.
- Please park in any area that is not designated a 2HR parking zone.

