



# Permit Technician

## Course Outline

**Cost:** \$197, allowing for 120 days of access.

**Course Description:** This 11-module course, followed by a 2.5 hour practice examination, is based on the *2015 Permit Technician Study Companion*, *2015 International Building Code (IBC)*, *2015 International Zoning Code (IZC)*, and *2002 Legal Aspects Code of Administration (LACA)*. It teaches the practical applications of daily permit technician duties and responsibilities. Each module consists of an integrated video presentation, including presentation slides, explanation, examples, and review quizzes. Modules are designed to be 15-50 min. in length.

**Course Objectives:** This course is designed to prepare you for the *International Code Council's (ICC)* Permit Technician exam, utilizing the *2015 Permit Technician Study Companion*, *2015 International Building Code (IBC)*, *2015 International Zoning Code (IZC)*, and *2002 Legal Aspects Code of Administration (LACA)*. This course also serves as a review for those already Permit Technicians and may serve as an update course for those unfamiliar with the 2015 edition of the code.

**Texts and Readings:** The *2015 Permit Technician Study Companion*, *2015 International Building Code (IBC)*, *2015 International Zoning Code (IZC)*, and *2002 Legal Aspects Code of Administration (LACA)* are the textbooks for this course. It is highly recommended that you purchase a paper-back copy of these codes, which are available online at [www.iccsafe.org](http://www.iccsafe.org). A physical copy can be utilized during the actual exams, which are open book, and serves as a valuable reference for in the field inspections.

### Course Outline of Topics:

Module:	Topics:	Readings:	Quiz:	Duration:
1	Building Codes & Code Enforcement	N/A	Y	18 min.
2	Technical Conditions of Code Enforcement	N/A	Y	21 min.
3	Scope & Administration	2015 IBC Chapter 1	Y	15 min.
4	Building Occupancy Classification & Construction	2015 IBC Chapters 3 & 5	Y	24 min.
5	Use Districts & Zoning Administration	2015 IBC Chapters 6 & 12	Y	14 min.
6	Provisions & Regulations of Zoning	2015 IZC Chapters 1, 3, 7, & 8	Y	13 min.
7	IZC Special Conditions	2015 IZC Chapters 9, 10, 11, 12, & 13	Y	16 min.
LA-1	Code History & Governments	Legal Aspects Chapters 1, 2, 3, 4, & 5	Y	32 min.
LA-2	Administration, Enforcement, & Laws	Legal Aspects Chapters 6, 7, 8, & 9	Y	50 min.
LA-3	Civil Action, Negligence & Wrongdoing	Legal Aspects Chapters 10, 11, & 12	Y	35 min.
LA-4	Discrimination	Legal Aspects Appendices A, B, C, D, & E	Y	43 min.
	<i>11 Quizzes</i>			
	<i>105 Questions, 2 min. each</i>	<i>IBC, IZC, LACA, Study Comp.</i>		<i>210 min.</i>
	<i>Practice Exam</i>	<i>IBC, IZC, LACA, Study Comp.</i>		<i>150 min.</i>
	<b>Total Course Hours</b>			<b>10.5 hours</b>



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**Quizzes and Exams:** Each module associated with this course will be followed by an assessment quiz of varying length. A passing score of 75% is required in order to advance to the next module. At the conclusion of the course is a timed practice exam. The exam is similar in length, content, and duration as the actual ICC exams. A passing score of 75% is required in order to obtain a certificate of completion from WC3 for this course. Topics in both the exam and the quizzes may or may not have been covered in the video modules. A thorough reading of the code may be necessary in order to progress through this course.

**Expectation of Participants:** This course requires that you to watch each training video, complete each quiz, as well as the exam. You are expected to read portions of the applicable code and become familiar with its layout and organization. We recommend 2 hrs. of personal study, for each module. Marking, tabbing, and highlighting in the code book is highly recommended. We have layout out a plan and method to help you learn the material, but it's up to you to put in the work necessary for you to mater the material. You can progress through this course at your own pace; however, you only have access for 120 days.

**Continuing Education Credits:** Completion of this course results in **1.05 CEU's** being provided by ICC, as West Coast Code Consultants is a Preferred Provider.

## **Instructors:**



**Alexa Nielsen** has been a plan intake specialist, and plans examiner for many years. She is an ICC certified building and accessibility plans examiner. She provides plan review services to several jurisdictions throughout the western United States. She has done plan review for several large projects throughout Utah, Nevada, California, and Washington, including work on several multi-family projects and large commercial projects. She has also contributed to the development, instruction, and maintenance of the WC3 Code Academy. Currently, she performs commercial plan reviews for clients across the western United States.



**Todd Snider, PE, SE** has experience as both a design engineer, as well as a lead commercial plan reviewer, specializing in large complex commercial projects. Todd is the Regional Manager of the Utah region, supervising a large staff of plans examiners. He has performed plan reviews for thousands of projects throughout the western United States. Todd is a licensed structural engineer, has a Master's degree in Structural Engineering, and maintains ICC Certifications as a commercial building, mechanical, energy, and accessibility plans examiner. Todd teaches code classes in several states on a variety of topics.