



INDEPENDENCE CENTER

Quarterly Newsletter

Guilford County Inspections

Introducing the Guilford County Inspections Newsletter!

Welcome to the first issue of a newsletter created by Guilford County's Inspections Department! This edition of the newsletter was sent to people who have applied for multiple permits with the county recently. To unsubscribe from the newsletter mailing list, please reply to the email you received from inspections@guilfordcountync.gov, and to add anyone to it, send an email to that same email address.

The goals of this newsletter will be to keep you up to date on any important changes to our procedures, announce new employees with a picture and some information to get to know them, highlight some of the ways our staff is involved in the community, list a few relevant statistics about the work going on in the county, and establish a reliable way of communicating with the public.

Please enjoy reading, and look forward to future issues each quarter! In this issue are the following articles:

- New Process for Building Permit Fees (page 2)
- New Permit and Inspection Procedure for HVAC Changeouts (page 3)
- Introduction to our Newest Employees (pages 3-4)
- Pictures of Staff around the County (pages 2 & 4)
- Numbers of Permits and Inspections (page 5)
- Staff Contact Information & Helpful Links (page 5)

Fun Fact:

Inspections used to release a seasonal newsletter years ago. The last issue was released in the fall of 2019. Back then, the department was still combined with Planning!

New Process for Building Permit Fees

Part of Permit Fee Due before Plan Review

Effective July 6, before any building permit goes into plan review, a \$75 Plan Review Fee will need to be paid. (The \$75 will come out of the final permit fee, so it won't actually increase the total fees due.) This is to cover the cost of the plan review service in case the building permit is abandoned and its final fee is never paid.

After you first apply for a building permit, by the following business day, you will receive an invoice for \$75. Like normal, if our office needs anything else before review, we will email to request it. Just because the \$75 was invoiced and paid does not mean the plans are ready for review. Please be sure to monitor your email for both the invoice and any requested documents, and feel free to call our office with any questions (336-641-3707).

Fee Summary

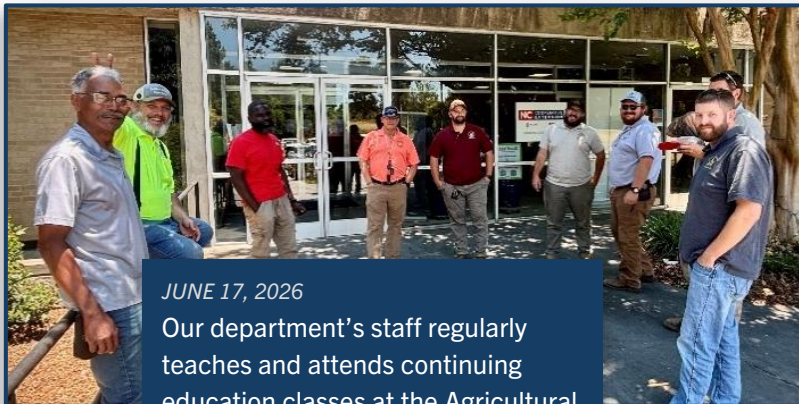
Total Fees: \$75.00 Paid Fees: \$0.00 Unpaid Fees: \$75.00 [Add to Cart](#)

Remaining Fees

Fee	Computed	Amount Due
Plan Review Fee	\$75.00	\$75.00

There will also be a new fee for re-reviews, which will *not* come out of the final permit fee. Like re-inspections, the first re-review won't incur a fee, but each one after that will. The second re-review will require a \$75 Re-Review Fee, and the third, fourth, and so on will require a \$150 Re-Review Fee.

We cannot issue refunds when permits are mistakenly applied for or when they are abandoned after plan review or permit issuance, so please be mindful when applying for permits and paying for fees.



JUNE 17, 2026

Our department's staff regularly teaches and attends continuing education classes at the Agricultural Center. Some of them happened to be circled for the perfect picture.



JUNE 9, 2026

Luis Jimenez and Matthew Crawford (not pictured) went to Goodwill to teach about possible career paths in construction and inspections.



APRIL 27, 2026

Renee Steed and Luis Jimenez went to Joyner Elementary School with little hard hats and paper buildings to hand out to all the inspectors-in-training.

Residential HVAC Changeouts

New Permit and Inspection Procedure

Effective July 6, Guilford County Inspections will have a new permit type specifically for HVAC changeouts in residential homes. The main difference for this new permit is that our office will schedule the inspection directly with the resident, instead of having the contractor schedule it. Scheduling inspections this way will allow us to improve customer service by narrowing down the inspection timeframe to either the morning or the afternoon.

Since we will be calling the resident using the phone number that's provided when applying, please be sure to provide an accurate phone number for them. It is still the contractor's



Residential HVAC Change Out

[Apply](#)

Category
Name:
Building and
Permitting

Description:
Residential HVAC Change Out - This permit type is for the replacement of existing HVAC equipment in residential properties/buildings/structures only.

responsibility to ensure their work gets inspected. Instead of scheduling the inspection in the Civic Access portal, you will schedule a day for our office to call the resident and set up a timeframe for our inspector to go out and inspect the changeout. Please inform the resident that they will receive a phone call from our office to schedule their inspection.

The permit for commercial HVAC changeouts will still be *Commercial Multi-Trade*, and the permit for residential water heater changeouts and generators will still be *Residential Multi-Trade*.

Meet the Changeout Inspectors

Hi, I'm **Levi Walker**, and I am a new **residential changeout inspector** in the department. I started with Guilford County September 5th, 2025. I am truly enjoying the position, since I get to meet new people every day, ensure their new equipment was installed safely, and continue furthering my education in construction by obtaining new code certifications. Before coming to Guilford County, I was a Superintendent for D.R. Horton and have been in construction since college. I grew up in Guilford County but lived in Boone while I attended Appalachian State University. I loved my time in Boone, but I'm happy to be back in the Piedmont where I currently live in Stokesdale. In my free time, I enjoy playing golf and exploring farmers markets and breweries.



Hi, my name is **Adam Hutchens**, and I am a **residential change out inspector** for Guilford County Inspections. I started back in November of 2025; I really enjoy the job and all the people that I work with are amazing. Before this job, I worked for an electrical company doing residential, commercial, and industrial electrical work. I grew up on a farm in Guilford County. I have a cat, and I enjoy fishing in my spare time.



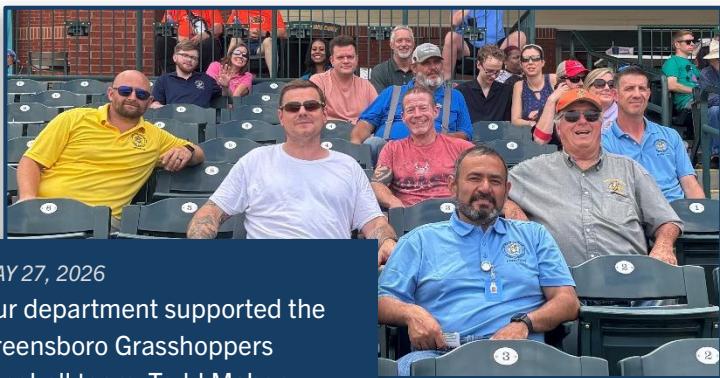
Meet Some of Our New Employees

I'm **Mandy Scott**, the newest **permitting technician**, and I process MLTR permits. I came on board in May. I am used to working in teams, and this one is spectacular; I feel lucky to be here. I come from HHS Public Health Department for Guilford County, working directly with clients in Registration. I've only lived in Guilford County and will stay until I can retire to Mexico. I have two feral cats (Star and Moon) and a rescue doodle, Raleigh. My nephew and I are making our way through the NC State Parks, either camping or hiking. And if you find me taking a break, you may see me working on my textile projects; I'm in my craft era and cross stitching is my meditation.



Good day, my name is **Christopher Jones**. I am a **building inspector** with Guilford County, and I have been here approximately three months and really enjoy working with my team. Previously, I worked in City of High Point as a building inspector, and before that I worked for Guilford County as a building inspector. I'm married to my wife, Jessica, and we have four kids: two boys and two girls. We live on a small farm with goats, pigs and chickens and will hopefully be adding in a cow later this year. Outside of work, I enjoy hunting, fishing and spending time with my family and spending time in the outdoors. I look forward to working with Guilford County and doing what I can to contribute to the community.

My name is **Jorge Gonzalez**, and I am the newest **plumbing/mechanical inspector**. I have been in North Carolina since 1991. I am from Zacatecas, Mexico. I have been married to my wife Angela Gonzalez for 30 years. We have three children and 4 grandkids with another on the way this year. I had my own plumbing business since 2006. Due to a heart attack and open-heart surgery, I decided to give up my business, and I am thankful for God healing me and letting me become an inspector for Guilford County. I am excited to see everyone that I already know and meet new faces as well. I look forward to working with everyone. I am thankful for Guilford County and for the opportunity to serve its community.



MAY 27, 2026

Our department supported the Greensboro Grasshoppers baseball team. Todd Mahan walked away with a foul ball, and the rest of us just got sunburns.



FEBRUARY 27, 2026

Luis Jimenez, Matthew Crawford, and Elaine Nolan went to a career fair at Colfax Elementary School. You're never too young to learn about inspections!

Our Work in Numbers (April – June 2026)

Inspections	10,766
Building	3095
Electrical	3484
Plumbing	1616
Mechanical	1342
Gas	1229
Percent Performed When Scheduled	99.9%
Plan Reviews	1111
Initial Reviews	791
Avg. Initial Review Turnaround Time	2.9 days
Re-reviews	320
Avg. Re-review Turnaround Time	1.6 days

Guilford County automatically publishes an up-to-date dashboard of our new residential timeframes. On our website, click *Permit Guidance*, then *Building Permit Timeframes Dashboard*.

Residential Permits	2156
New Homes	178
Other (Additions, Alterations, etc.)	257
Trade (Electrical, Multi-Trade, etc.)	1721
Commercial Permits	227
New Buildings	32
Other (Additions, Alterations, etc.)	62
Trade (Electrical, Multi-Trade, etc.)	133
Phone Calls Answered by Front Office	2333

Staff Contact Information & Helpful Links

Matthew Crawford, *Department Director* (336) 317-1302 ... mcrawford@guilfordcountync.gov

CODE-RELATED QUESTIONS

Cole Perkinson, *Chief Bldg. Inspector* (336) 669-1727 .. wperkinson@guilfordcountync.gov
 Dee Hand, *Chief Elec. Inspector* (336) 669-1710 whand@guilfordcountync.gov
 Darren Young, *Chief Plmb./Mech. Inspector* (336) 669-1701 dyoung1@guilfordcountync.gov

PLAN REVIEW QUESTIONS

Tonya Hodgin, *Chief Plans Examiner* (336) 641-4965 thodgin@guilfordcountync.gov

PERMITTING QUESTIONS

Luis Jimenez, *Permits Chief* (336) 641-3721 ljimene@guilfordcountync.gov
 Call Center, *Residential Permit Technicians* (336) 641-3707 ihender@guilfordcountync.gov
 Anthony Carlino, *Commercial Permit Specialist* .. (336) 641-5768 acarlino@guilfordcountync.gov

Civic Access Portal

citizenaccess.guilfordcountync.gov

- Apply for permits.
- Schedule inspections.
- Pay permit fees
- Check permit status.
- Download permits, stamped plans, and COs.

Guilford County Inspections

guilfordcountync.gov/inspections

- Download forms.
- View guidance about the portal, permits, etc.
- Apply for temporary power or a temporary CO.
- Modify contractors or plans on issued permits.
- Make a public records request.