



Special Inspection Short Form
2010 CBC Adopted Codes
Effective January 1st, 2011

Prior to issuance of a permit, the applicant shall complete Part I of this form. Part II and Part III shall be completed by the project registered design professional and the Community Development Department as a part of the plan review process. Before permit issuance, all parties must sign this agreement. Please note that failure to comply with special inspection requirements could be expensive in terms of retrofit design and construction as well as delays in the project.

Part I - Statement of Special Inspection

Project Address: _____

Permit Number: _____

Testing/ Inspection Firm(s)

Firm 1: _____ Phone Number: _____

Email Address: _____

Firm 2: _____ Phone Number: _____

Email Address: _____

Part II - Special Inspection and Testing Agreement

When special inspection is required by Section 1704, the registered design professional shall prepare an inspection program, which shall be submitted, to the Building Official for approval prior to issuance of the building permit. The special inspector shall be employed by the owner (other than owner-builder/developer), the registered design professional, or an agent of the owner, BUT NOT the contractor, or any other person responsible for the work (such as an owner-builder/developer).

The special inspection firm(s) named above have been authorized to perform the special inspection and testing services designated in this agreement, and in accordance with the California Building Code (CBC) requirements, and to report all activities to the Building Official, and other parties as listed. It is understood that special inspections are required in addition to the normal inspections performed by the Building Inspector.

The undersigned hereby affirm, under penalty of law that the special inspection program is in accordance with the requirements of the CBC and the City of Sacramento. The undersigned has used all reasonable diligence in completing this form and to the best of his/her knowledge the information contained herein is true and complete. The undersigned hereby certifies under the penalty of perjury under the laws of the State of California that the foregoing is true and correct.

This plan has been developed with the understanding that the Building Official will:

- Review and approve the qualifications of the Special Inspectors who will perform the inspections.
- Monitor special inspection activities on the job site to assure that the Special Inspectors are qualified and are performing their duties as called for in this Statement of Special Inspection.
- Review submitted inspection reports.
- Perform inspections as required by the local building code.

Registered Design Professional In Responsible Charge:

Name: _____ License Number: _____

Phone Number: _____ Email Address: _____

Signature: _____ Date: _____

Owner's Authorization: To be completed by the Owner or the Owners Representative

Name: _____ Telephone Number: _____

Signature: _____ Date: _____

Building Official's Acceptance:

Plan Check Engineer: _____

Signature: _____ Date: _____

Seismic Requirements (Section 1707)

Description of seismic-force-resisting system and designated seismic systems subject to special inspections as per Section 1707.1. Describe the Seismic resisting system in the longitudinal and transverse directions.

The extent of the seismic-force-resisting system is defined in more detail in the construction documents.

Part III - Schedule of Special Inspection

Please refer to Chapter 17 of the 2010 California Building Code for detailed tasks for each inspection heading below. Inspection tasks correspond to item #'s and table references listed below.

Item #	Table 1704.3 - Steel Construction	Check if Required
1-2	High Strength Bolts (Identification & Certification)	<input type="checkbox"/>
3	Structural Steel ^a (Material Verification)	<input type="checkbox"/>
4-5	Welding: <ul style="list-style-type: none"> • Shop • Field 	<input type="checkbox"/> <input type="checkbox"/>
6	Steel Frame (Member Locations & Connection Details)	<input type="checkbox"/>
Table 1704.4 – Concrete Construction		
1-12	Concrete: <ul style="list-style-type: none"> • Conventionally reinforced • Prestressed or Post-tensioned Concrete Anchorage: <ul style="list-style-type: none"> • Cast in Place steel anchors • Post installed steel anchors 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Table 1704.5.1,3 – Masonry Construction		
1-8 1-6	Masonry: <ul style="list-style-type: none"> • Level 1 • Level 2 	<input type="checkbox"/> <input type="checkbox"/>
Table 1704.7,8,9 – Geotechnical & Foundation Construction		
1-5 1-7 1-3	<ul style="list-style-type: none"> • Report Verification and Inspection of Soil Preparation^b • Pile Foundation • Pier Foundation 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Other items or Special Instructions		
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

- a. Mill certification or identification markings are acceptable for material verification.
- b. Shall be in compliance with the Geotechnical Report when it is provided.

Special Instructions:

Instruction to the Special Inspector:

1. Provide daily field reports to the building inspector on site as construction progress.
2. A copy of all special inspection test laboratory reports shall be sent to the plan check engineer identified above and the architect or engineer of record.
3. Upon completion of special inspections and testing work, provide the city's plan check engineer a final special inspection test report wet stamped and signed by the responsible professional engineer.