



**City of Oceanside
Building Division
Policies and Procedures**

**Procedure PC-20
Statement of Special Inspections
2007 CBC**

PURPOSE

The purpose of this procedure is to specify how to remain in compliance with 2007 CBC chapter 17, **Structural Tests and Inspections**, when special inspection is required on a project within the City of Oceanside.

POLICY

It is the policy of the Oceanside Building Division to require that, when special inspection is mandated, a *Statement of Special Inspections* be imprinted on the approved set of plans. The *Statement of Special Inspections* (found on page 2 of this procedure) is to be completely filled out and signed prior to being imprinted into the project plans. The plan must be revised accordingly if the *Statement of Special Inspections* changes. This would be necessary if a change in special inspector(s) or special inspection agency occurs during the construction process.

BACKGROUND

If the registered design professional requires special inspection on a project, 2007 CBC Section 1704.1.1 and Section 1705 require the registered design professional to prepare a *Statement of Special Inspections*. The statement is to be approved by the building official **PRIOR** to the issuance of the building permit.

*The Statement of Special Inspections must designate the portions of the work that require special inspection, **the name or names of the individuals or firms who are to perform the special inspections**, and indicate any additional duties of the special inspectors.*

When structural observations are required by CBC Section 1709.1, the Statement of Special Inspections shall name the individuals or firms who are to perform structural observations and describe the stages of construction at which structural observations are to occur. Structural observations are to be performed by the registered design professional or a designated representative with prior approval by the Building Official.

PROCEDURE

A special inspector/ special inspection agency shall be chosen to perform special inspections on the project. The architect or engineer of record shall imprint onto the plans a completely filled out *Statement of Special Inspections* reflecting special inspections needed on project. Plan approval shall be contingent on approval of the imprinted *Statement of Special Inspections*.

DEFERRED SUBMITTAL

If the special inspection entities have not been selected at the time the permit is ready to be issued, the design professional of record may select "selection deferred" on the *statement of special inspections*, sign and date accordingly. Once the special inspection entity has been selected, the plans must be revised to reflect this information. **The Building Division cannot inspect a project until the deferred submittal is revised into the permitted plans and approved by the Building Official.**

1. The owner or the architect/engineer of record will be responsible for employing the special inspector(s) (contractors may not employ the special inspector).
2. Special Inspectors shall check in with the city, present their credentials, and be approved at least 24 hours Prior to beginning work on the job site.
3. Special inspectors shall conform to, at a minimum, the guidelines contained in the City of Oceanside *Procedures for Special Inspection*.
4. All forms relating to special inspection can be found at the City of Oceanside website: www.ci.oceanside.ca.us

STATEMENT OF SPECIAL INSPECTIONS

I, as the engineer/architect of record, certify that I have prepared the following statement of special inspections as required by CBC Section 1705 for this construction project. I have informed the project owner of these requirements.

Job address: _____ Permit: _____

Signed: _____ Date: _____ Plan ID: _____

Work Requiring Special Inspection:

☐ Reinforced Concrete

☐ Smoke Control

☐ Pre-Stressed/Post-Tensioned Concrete

☐ Wood Construction (specify below)

☐ Structural Masonry

☐ Mastic and Intumescent fire-resistant coatings

☐ Spray-applied fire-proofing

☐ Structural Welding

☐ Exterior Insulation and Finish Systems (EIFS)

☐ High-Strength Bolting

☐ Storage Racks and Access Floors

☐ Soils

☐ Mechanical and Electrical Components

☐ Driven Piles

☐ Designated Seismic Systems Verification

☐ Pier Foundations

☐ Seismic Isolation Systems

☐ Structural Observations (see below)

☐ Other: _____

☐ Selection Deferred: "This sheet will be revised to indicate the special inspection entities prior to the time the special inspector is required to check in with the Building Division for their first inspection on this project."

Signature _____ Date _____

Person/Firm conducting Special Inspections:

Testing Laboratory:

Specific items not covered above:

Structural Observations: