



**City of Carmel-by-the-Sea
Building Safety Division**

Statement of Special Inspections, Tests, and Observations

Bld. Permit #: _____ APN: _____ Date: _____	
Location: _____ Project Type: _____	
Applicant: _____	Contractor: _____
Address: _____	Address: _____
City/State: _____ Zip: _____	City/State: _____ Zip: _____
Phone: _____ Email: _____	Phone: _____ Email: _____
Owner: _____	Engineer/Architect: _____
Address: _____	Address: _____
City/State: _____ Zip: _____	City/State: _____ Zip: _____
Phone: _____ Email: _____	Phone: _____ Email: _____
Project Description:	

This "Statement of Special Inspections, Tests, and Inspections" is submitted in accordance with the requirements Sections 1704 and 1705 of the California Building Code (CBC). Special Inspections, Tests, and Observations shall be performed in accordance with the APPROVED plans and specifications, this Statement and CBC Chapter 17. Reports of the results of special inspections, tests and observations shall be submitted to the Building Safety Division prior to City inspection of the subject work. A final Report of Special Inspections, Testing, and Observations documenting the following shall be submitted prior to issuance of a Certificate of Occupancy:

- The required inspections, tests and observations performed; and
- The manner of correction of any discrepancies and their final approval.

The Owner and Contractor recognize their obligations to ensure that the construction complies with the approved permit documents and to implement this program of special inspections. In partial fulfillment of these obligations, the Owner will retain and pay for the work described in this form.

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

- Review and approve the qualifications of the personnel performing special inspections, tests, and observations;
- Monitor special inspection activities on the job site to assure that the personnel are qualified to, and are, performing their duties as described herein;
- Review submitted inspection reports;
- Perform inspections on behalf of the City as required by the Carmel-by-the-Sea Building Code.

Special Inspection Agencies Engaged

Each special inspection agency, testing facility, and observer shall be recognized by the Building Official prior to performing any duties. Special inspection agencies listed on this form must be pre-approved and listed on the City of Carmel’s approved Special Inspector list. No agency changes shall be made without first obtaining the approval of the Building Official. Any unauthorized changes may result in a “Stop Work Order” and possible permit revocation. To be pre-approved by the City of Carmel, a company shall be listed on the Monterey County Resource Management Agency Special Inspectors list; or shall submit a company profile including resumes of all employees, their certifications, and a list of the types of work for which recognition is requested to the Building Official at least 2 weeks in advance.

The following are the special inspection, testing and observation agencies that will perform work on this project

Expertise	Firm/Inspector Information*
Special Inspection (Except for Geotechnical)	Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Material Testing	Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Geotechnical	Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Other (Specify):	Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____

*** All agencies specified on this form must be listed on the Monterey Co. RMA Approved Inspector’s List or be pre-approved by the City of Carmel Building Safety Division**

Acknowledgements

I have read and agree to comply with the terms and conditions of this statement

Prepared by: Project: <input type="checkbox"/> Engineer <input type="checkbox"/> Architect Registered Design Professional in Charge	Signature: _____ Lic. # _____ Date: _____
Owner Name: Owners Authorization	Signature _____ Date: _____
Inspection Agency/Inspector Name:	Signature _____ Date: _____
Building Official: Building Official’s Acceptance	Signature _____ Date: _____

Descriptions of work requiring Special Inspections, Tests or Observations

Seismic Requirements (Section 1705.3.1)

Description of seismic-force resistance system and designated seismic systems subject to special inspections per Sec. 1705.3

Wind Requirements (Section 1705.4.1)

Description of the main wind-force resistance system and designated wind resisting components subject to special inspections per Sec. 1705.4.2

Geotechnical Requirements (Geotechnical Engineer's Report)

Description of the geotechnical elements subject to special inspection, testing and observations.

Schedule of Special Inspections, Tests and Observations

Table Legend	
Column Headers	Box Entries
C – Indicates continuous inspection is required P – Indicates periodic inspections are required per the plans and contract documents	X – Is placed in the column to denote either “C” continuous or “P” periodic inspections – Denotes an activity that is either a one-time activity or one whose frequency is defined by the design professional in responsible charge
Instructions: Check the boxes that apply for each special inspection, test, or observation that applies to the project. Designer may designate additional, project-specific inspections, tests or observations not specified in the table	

Code Section	Inspection/Test/Observation	C	P	Notes
Sec. 1704 Special Inspections				
1704.2.1	Fabrication shop qualification: <input type="checkbox"/> Inspect fabricators fabrication and quality control procedures	–	–	
Table 1704.3 Steel	Material verification of high-strength bolts, nuts, washers: <input type="checkbox"/> Identification marking conform to ASTM referenced standards		X	
	<input type="checkbox"/> Manufacturer’s Certificate of Compliance required		X	
	Inspection of high-strength bolting: <input type="checkbox"/> Bearing-type connections		X	
	<input type="checkbox"/> Slip-critical connections	X	X	
	Material verification of structural steel: <input type="checkbox"/> Identification markings conform to ASTM referenced standards	–	–	
	<input type="checkbox"/> Manufacturer’s mill test reports required	–	–	
	Material verification of weld filler materials: <input type="checkbox"/> Identification markings conform to ASTM referenced standards	–	–	
	<input type="checkbox"/> Manufacturer’s Certificate of Compliance required	–	–	
	Inspection of welding for STRUCTURAL steel: <input type="checkbox"/> Complete and partial penetration welds	X		
	<input type="checkbox"/> Multi-pass fillet welds	X		
	<input type="checkbox"/> Single-pass fillet welds >5/16”	X		
	<input type="checkbox"/> Single-pass fillet welds ≤ 5/16”		X	
	<input type="checkbox"/> Floor and roof deck welds		X	

Code Section	Inspection/Test/Observation	C	P	Notes
Table 1704.3 Steel	Inspection of welding for REINFORCING steel: <input type="checkbox"/> Verification of weld-ability of reinforcing steel other than ASTM A706		X	
	<input type="checkbox"/> Reinforcing steel-resisting flexural and axial forces in intermediate and special moment frames and boundary elements of special reinforced concrete shear walls and shear reinforcing.	X		
	<input type="checkbox"/> Shear reinforcement	X		
	<input type="checkbox"/> Other reinforcing steel		X	
	Inspection of steel frame joint details for compliance with plans <input type="checkbox"/> Bracing and stiffening details		X	
	<input type="checkbox"/> Member locations			
	<input type="checkbox"/> Application of joint details at each connection			
1704.3 Welding	<input type="checkbox"/> Welded studs when used for structural diaphragms		X	
	<input type="checkbox"/> Welding of cold-formed sheet steel framing members		X	
	<input type="checkbox"/> Welding of stairs and railing systems		X	
1704.4 Concrete	<input type="checkbox"/> Inspection of reinforcing steel, including pre-stressing tendons and placement		X	
	<input type="checkbox"/> Inspection of reinforcing steel welding in accordance with T. 1704.3 Item 5b	-	-	
	<input type="checkbox"/> Inspect bolts to be installed in concrete prior to and during placement of concrete where allowable loads have been increased	X		
	<input type="checkbox"/> Verifying use of specified design mix		X	
	<input type="checkbox"/> At time fresh concrete is sampled to fabricate specimens for strength tests, perform slump and air content tests, and determine the temp. of the concrete	X		
	<input type="checkbox"/> Inspection of concrete and shotcrete placement for proper application techniques	X		
	<input type="checkbox"/> Inspection for maintenance of specified curing temp. and techniques		X	
	Inspection of pre-stressed concrete <input type="checkbox"/> Application of pre-stressing forces	X		
	<input type="checkbox"/> Grouting of bonded pre-stressed tendons in the seismic force-resisting system	X		
	<input type="checkbox"/> Erection of pre-cast members		X	

Code Section	Inspection/Test/Observation	C	P	Notes
Table 1704.5.1 Level 1 Masonry Inspection	At the start of masonry construction verify the following to ensure compliance:		X	
	<input type="checkbox"/> Proportions of site-prepared mortar			
	<input type="checkbox"/> Construction of mortar joints		X	
	<input type="checkbox"/> Location of reinforcement, connectors, pre-stressing tendons, and anchorages		X	
	<input type="checkbox"/> Pre-stressing technique		X	
	<input type="checkbox"/> Grade and size of pre-stressing tendons and anchorages		X	
	Verify:		X	
	<input type="checkbox"/> Size and location of structural elements			
	<input type="checkbox"/> Type, size, and location of anchors, including other details of anchorage of masonry to structural members, frames or other construction.		X	
	<input type="checkbox"/> Specified size, grade and type of reinforcement		X	
	<input type="checkbox"/> Welding of reinforcing bars	X		
	<input type="checkbox"/> Protection of masonry during extreme weather (<40° or >90°)		X	
	<input type="checkbox"/> Application and measurement of prestressing force		X	
	Prior to grouting verify the following for compliance		X	
	<input type="checkbox"/> Grout space is clean			
	<input type="checkbox"/> Placement of reinforcement, connectors, prestressing tendons and anchorages		X	
	<input type="checkbox"/> Proportions of site-prepared grout and prestressing grout for bonded tendons		X	
	<input type="checkbox"/> Construction of mortar joints		X	
	Grouting:		X	
	<input type="checkbox"/> Verify grout placement to ensure compliance with code and construction document specifications	X		
<input type="checkbox"/> Observe grouting of prestressing bonded tendons	X			
<input type="checkbox"/> Observe preparation of required grout specimens, mortar specimens or prisms	X			
<input type="checkbox"/> Verify compliance with required inspection provisions of the construction documents and the approved submittals		X		

Code Section	Inspection/Test/Observation	C	P	Notes
Table 1704.5.3 Level 2 Masonry Inspection	From the beginning of masonry construction the following shall be verified to ensure compliance:			
	<input type="checkbox"/> Proportions of site-prepared mortar, grout, and prestressing grout for bonded tendons.		X	
	<input type="checkbox"/> Placement of masonry units and construction of mortar joints		X	
	<input type="checkbox"/> Placement of reinforcement, connectors, and prestressing tendons and anchorage		X	
	<input type="checkbox"/> Grout space prior to grouting	X		
	<input type="checkbox"/> Placement of grout	X		
	<input type="checkbox"/> Placement of prestressing grout	X		
	Verify:			
	<input type="checkbox"/> Size and location of structural elements		X	
	<input type="checkbox"/> Type, size, and location of anchors, including other details of anchorage of masonry to structural members, frames and other construction	X		
	<input type="checkbox"/> Specified size, grade, and type of reinforcement		X	
	<input type="checkbox"/> Welding of reinforcement bars	X		
	<input type="checkbox"/> Protection of masonry during extreme weather (<40° or >90°)		X	
	<input type="checkbox"/> Application and measurement of prestressing force	X		
<input type="checkbox"/> Observation of the preparation of any required grout specimens, mortar specimens, and/or prisms	X			
<input type="checkbox"/> Verification of compliance with required provisions of construction documents and the approved submittals		X		
Section 1704.6	<input type="checkbox"/> Inspection of pre-fabricated wood structural elements and assemblies in accordance with Section 1704.2	-	-	
	<input type="checkbox"/> Inspect site-built assemblies	-		
1704.6.1 High-Load Diaphragms	<input type="checkbox"/> Verify grade and thickness of sheathing	-		
	<input type="checkbox"/> Verify nominal size of framing members at adjoining panel edges	-		
	<input type="checkbox"/> Verify: a. Nail or staple diameter and length b. Number of fastener lines c. Spacing between fasteners in the field and at the edges	-	-	
Table 1704.7 Soils	<input type="checkbox"/> Verify materials below footings are adequate to achieve the desired bearing capacity		X	
	<input type="checkbox"/> Verify excavations are extended to proper depth and have reached proper material		X	
	<input type="checkbox"/> Perform classification and testing of controlled fill materials		X	
	<input type="checkbox"/> Verify use of proper materials, densities and lift thicknesses during placement and compaction of controlled fill	X		
	<input type="checkbox"/> Prior to placement of controlled fill, observe subgrade and verify that site has been properly prepared		X	

Code Section	Inspection/Test/Observation	C	P	Notes
Table 1704.8 Pile Foundations	<input type="checkbox"/> Verify pile materials, sizes, and lengths comply with design requirements	X		
	<input type="checkbox"/> Determine capacities of test piles and conduct additional load tests as required	X		
	<input type="checkbox"/> Observe driving operations and maintain complete and accurate records for each pile	X		
	<input type="checkbox"/> Verify location of piles and their plumbness a. Confirm type and size of hammer b. Record number of blows per foot of penetration c. Determine required penetrations to achieve design capacity d. Record tip and but elevations and record any pile damage	X		
	<input type="checkbox"/> For steel piles, perform additional inspections in accordance with Sec. 1704.3	-	-	
	<input type="checkbox"/> For specialty piles, perform additional inspections as determined by the registered design professional in responsible charge	-	-	
	<input type="checkbox"/> For augered, uncased piles and caisson piles, perform inspections in accordance with Sec. 1704.9	-	-	
Table 1704.9 Pier Foundations	<input type="checkbox"/> Observe drilling operations and maintain complete and accurate records for each pier	X		
	<input type="checkbox"/> Verify locations of piers and their plumbness, confirming: a. Pier diameter b. Bell diameters c. Lengths, embedment into bedrock (if applicable) d. Adequate end strata bearing capacity	X		
1704.10 Spray Applied Fire-Resistant Materials	<input type="checkbox"/> Inspect surface for compliance with the approved fire-resistance design and the approved manufacturer's written instructions	-	-	
	<input type="checkbox"/> Verify minimum ambient temperature before and after application	-	-	
	<input type="checkbox"/> Verify ventilation of area during and after application		X	
	<input type="checkbox"/> Measure average thickness per ASTM E605 and Sec. 1704.10.3	-	-	
	<input type="checkbox"/> Verify density of material for conformance with the approved fire-resistant design and ASTM E605	-	-	
	<input type="checkbox"/> Test cohesive/adhesive bond strength per Sec. 1704.10.5	-	-	
1704.11	<input type="checkbox"/> Mastic and intumescent fire-resistant coatings	-	-	
1704.12	<input type="checkbox"/> Exterior Insulation and Finish Systems (EFIS)	-	-	
1704.13	<input type="checkbox"/> Alternate materials and systems	-	-	
1704.14	<input type="checkbox"/> Smoke control systems	-	-	
Section 1705 – Statement of Special Inspections				
1705.3.4 (4.3)	<input type="checkbox"/> Suspended ceiling systems and their anchorage	-	-	
1705.4.2 Wind	<input type="checkbox"/> Roof cladding and roof framing connections	-	-	
	<input type="checkbox"/> Wall connections to roof and floor diaphragms and framing	-	-	
	<input type="checkbox"/> Roof and floor diaphragm systems, including collectors, drag struts and boundary elements	-	-	

Code Section	Inspection/Test/Observation	C	P	Notes
	<input type="checkbox"/> Vertical wind-force-resisting systems, including braced frames, moment frames and shear walls	-	-	
	<input type="checkbox"/> Wind-force-resisting-system connections to the foundation	-	-	
	<input type="checkbox"/> Fabrication and installation of systems or components required to meet the impact resistance requirements of Sec. 1609.1.2	-	-	
Section 1707 – Special Inspections for Seismic Resistance				
1707.2	<input type="checkbox"/> Special inspection for welding in accordance with AISC 341	X		
1707.3 Wood	<input type="checkbox"/> Inspect field gluing operations of elements of the seismic-force-resisting-system	X		
	<input type="checkbox"/> Inspect nailing, bolting, anchoring, and other fastening of components within the seismic-force-resisting-system including: a. Wood shear walls b. Wood diaphragms c. Drag struts, braces d. Shear panels e. Hold-downs		X	
1707.4 Cold Formed Steel	<input type="checkbox"/> Welding of elements of the seismic-force-resisting-system		X	
	<input type="checkbox"/> Inspection of screw attachments, bolting, anchoring, and other fastening of components within the seismic-force-resistance-system including struts, braces and hold-downs		X	
1707.5 Pier Foundation	<input type="checkbox"/> Placement of reinforcing		X	
	<input type="checkbox"/> Placement of concrete	X		
1707.6	<input type="checkbox"/> Anchorage of storage racks and access floors 8 feet or greater in height		X	
1707.7 Architectural Components	<input type="checkbox"/> Inspect erection and fastening of exterior cladding weighing more than 5 psf.		X	
	<input type="checkbox"/> Inspect erection and fastening of interior and exterior non-bearing walls weighing more than 15 psf		X	
	<input type="checkbox"/> Inspect erection and fastening of interior and exterior veneer weighing more than 5 psf		X	
1707.8 Mechanical and Electrical Components	<input type="checkbox"/> Inspect anchorage of electrical equipment for emergency or stand-by power systems		X	
	<input type="checkbox"/> Inspect anchorage of non-emergency electrical equipment		X	
	<input type="checkbox"/> Inspect installation of piping systems and associated mechanical units carrying flammable, combustible, or highly toxic contents		X	
	<input type="checkbox"/> Inspect installation of HVAC ductwork that contains hazardous materials		X	
	<input type="checkbox"/> Inspect installation of vibration isolation systems where required by Sec. 1707.8		X	
1707.9	<input type="checkbox"/> Verify that the equipment label and anchorage or mounting conforms to the Certificate of Compliance when mechanical and electrical equipment must be seismically qualified.	-	-	
1707.10	<input type="checkbox"/> Seismic isolation system inspection in accordance with ASCE 7-Sec. 17.2.4.8		X	
Section 1708.1 Structural Masonry Testing for Seismic Resistance				
1708.1.1	<input type="checkbox"/> Verify certificates of compliance prior to construction	-	-	
1708.1.2	<input type="checkbox"/> Verify f'_m and f'_{AAC} prior to construction	-	-	
1708.1.4	<input type="checkbox"/> Verify f'_m and f'_{AAC} every 5000 square feet during construction		X	
1708.1.4	<input type="checkbox"/> Verify proportions of materials in mortar and grout upon delivery	-	-	

Code Section	Inspection/Test/Observation	C	P	Notes
1708.3	<input type="checkbox"/> Obtain mill certificates for reinforcing steel, verify compliance with approved construction documents, and verify steel supplied corresponds to certificate	-	-	
1708.4	<input type="checkbox"/> Structural steel – Invoke the QAP Quality Assurance requirements in AISC 341	-	-	
1708.5	<input type="checkbox"/> Obtain certificate that equipment has been tested per Sec. 1708.5	-	-	
1708.6	<input type="checkbox"/> Obtain system tests as required by ASCE 7 Sec. 17.8	-	-	
Other Required Inspections/Tests/Observations				
	<input type="checkbox"/> Structural Epoxy (per evaluation report)		X	
	<input type="checkbox"/> Manufactured shear panel(s) used in seismic/wind resistance system (per evaluation report)		X	
	<input type="checkbox"/> Geotechnical engineers review of plans for conformance with recommendations/report findings		X	