



City of Olympia

Building Division, Building Code Field Inspection Bulletin (12-2018)

Subject: Special Inspection Readiness

(International Building Code Chapter 17)

(International Residential Code Sec R109.1.3, R109.1.5, R109.2)

The City of Olympia Community Planning and Development Department enforces regulations related to the International Building Code, Chapter 17, and the International Residential Code, Sections R109.1.3, R109.1.5 and R109.2.

The following information was developed to assist our customers with understanding the requirements for the special inspection process, project readiness and continuity in providing for seamless inspection process and to eliminate delays. The goal of this operational policy is to assist you with understanding the specific requirements of the application of regulations related to the special inspection process so that you may plan your construction project to move forward without unnecessary delays and/or additional financial constraints.

Requirements for special inspection readiness:

Note: Special Inspection is in addition to the required City inspections, not in lieu of City inspections.

- **A PRE-CONSTRUCTION MEETING IS REQUIRED**

The City Building Inspector must be contacted in advance of any work noted below. It is the responsibility of the owner or owner's designee to notify the Special Inspection Agency AND schedule a building inspection in a timely manner. Copies of all inspection reports must be posted on site and summary letters submitted to development service department and the registered design professional. Unresolved non-conformance must be brought to the immediate attention of the City Building Inspector. Send summary letters and nonconformance reports to Community Planning Development Inspectors department.

- **Special Inspections**

All special inspections when required must be complete with daily reports available to the City Building Inspector and written approval given to City Building Inspector at time of City requested inspection arrival or as otherwise agreed. Special inspections **are to be completed prior to scheduling a City Building Inspector per the special inspection agreement** developed during plan review. (Ref handout #06-2016)

- **Access for Special Inspection**

The construction or work for which *special inspection* or testing is required, shall remain accessible and exposed for special inspection or testing purposes until completion of the required *special inspection* or test. Sec 1704.2.2

- **Content of Statement of Special Inspection**

1704.3.1 Content of statement of special inspections.

The statement of special inspections shall identify the following:

1. The materials, system, components and work required to have special inspections or tests by the *building official* or by the *registered design professional* responsible for each portion of the work.
2. The type and extent of each special inspection.
3. The type and extent of each test.
4. Additional requirements for special inspections or test seismic or wind resistance as specified in Sections 1705.11, 1705.12, 1705.13.
5. For each type of special inspection, identification as to whether it will be continuous special inspection, periodic special inspection or performed in accordance with the notation used in the referenced standard where the inspections are defined.

- **Report Requirement**

Approved agencies shall keep records of special inspections and test. The *approved agency* shall submit reports of *special inspections* and test to the *building official* and to the *registered design professional in responsible charge*. Reports shall indicate that work inspected or tested was or was not completed in conformance to *approved construction documents*. Discrepancies shall be brought to the immediate attention of the contractor for correction. If they are not corrected, the discrepancies shall be brought to the attention of the *building official* and to the *registered design professional in responsible charge* prior to the completion of that phase of work. A final report documenting required *special inspections* and test, and correction of any discrepancies noted in the inspections or test, shall be submitted at a point in time agreed upon prior to the start of work by the owner or the owner's authorized agent to the *building official*.

- **Contractor Responsibility**

Each contractor responsible for the construction of a main wind-or seismic force-resisting system, designated seismic system or a wind-or seismic force-resisting component listed in the statement of special inspections shall submit a written statement of responsibility to the *building official* and the owner or the owner's authorized agent prior to the commencement of the work on the system or component. The contractor's statement of responsibility shall contain acknowledgement of awareness of the special requirements contained in the statement of special inspections. Section 1704.4

- **Typical Special Inspection Types**

Soils Sec. 1705.6, **Driven deep foundations** Sec. 1705.7, **Cast in place deep foundations** Sec. 1705.8, **Helical pile foundations** Sec. 1705.9, **Fabricated items** Sec. 1705.10, **Wind resistance** Sec. 1705.11, **Structural wood** Sec. 1705.11.1 & 1705.12.2, **Cold-formed steel light-frame construction** Sec 1705.11.2 & 1705.12.3, **Wind-resisting components** Sec 1705.11.3, **Seismic resistance** Sec. 1705.12, **Structural steel & steel elements** Sec. 1705.12.1 & 1705.12.1.2, **Architectural components** Sec. 1705.12.5, **Access floors** Sec. 1705.12.5.1, **Plumbing, mechanical and electrical components** Sec. 1705.12.6, **Storage racks** Sec. 1705.12.7, **Structural steel elements** Sec. 1705.13.1.2, **Sprayed fire-resistant materials** Sec. 1705.14, **Mastic and intumescent fire-resistive coatings** Sec 1705.15, **Penetration firestops** Sec. 1705.17.1, **Fire-resistant joint systems** Sec. 1705.17.2

- **Required by Certificate of Occupancy**

A final summary report documenting required *special inspection and test*, and correction of

discrepancies noted in the inspections or test, shall be submitted at a point in time agreed upon prior to the start of work by the owner or the owner's authorized agent to the building official.
Sec. 1704.2.4

NOTE:

Sec 1703 approved agency must meet the applicable requirements specified, i.e. independence, equipment, personnel. Sec 1703.2 written approval, 1703.3 record of approval, (kept on file in the building official's office and shall be available for public review at appropriate times.)

Sec 1704.2.4 Report requirement...discrepancies shall be brought to the immediate attention of the Building Official and the registered design professional in responsible charge prior to the competition of that phase of work. A final report documenting required special inspections and test, and correction of any discrepancies noted in the inspections or test, shall be submitted at a point in time agreed upon prior to the start of work by the owner or owner's authorized agent to the building official.

Sec 1704.6 structural Observation may be required.one or more of the following: (structure category III or IV, structures over 75', when designated by registered design professional, or required by the Building official)

Examples of Code Sections but not all-inclusive.

Sec 1705 Required Special Inspections and test.

Sec 1705.2 Steel Construction

Sec 1705.2.2 Cold-formed steel deck

Sec 1705.3 Concrete construction

Sec 1705.3.1 Welding reinforcing bars

Sec 1705.4 Masonry Construction

Sec 1705.5 Wood construction

Sec 1705.6 Soils

Sec 1705.7 Driven Deep foundations

Sec 1705.11.1 Structural Wood (wind) (shear nail more than 4" OC)

Sec 1705.11.3 Wind-resisting components

Sec 1705.12.1.2 Structural steel elements

Sec 1705.12.2 Structural wood (seismic) (shear nail more than 4" OC)

Sec 1705.12.5 Architectural components

Sec 1705.12.6 Plumbing, Mechanical and electrical components

Sec 1705.12.7 Storage racks

Sec 1705.14 Sprayed fire-resistant materials

Sec 1705.15 Mastic 7 intumescent fire-resistive coatings

Sec 1705.17.1 & 1705.17.2 Penetration firestops and joint systems