



Building Department
900 E Midvalley Rd
Enoch, Utah 84721
435-586-1119
inspector@enochcity.org

Special Inspection Agreement

SUBJECT: WORK REQUIRING SPECIAL INSPECTIONS, STRUCTURAL OBSERVATIONS AND CONSTRUCTION MATERIALS TESTING IN ACCORDANCE WITH CHAPTER 17 OF THE INTERNATIONAL BUILDING CODE

Permit No.: _____

(For projects with multiple approval numbers but with the same project number, you may list all approval numbers on a separate sheet.)

Project Address: _____ Enoch, Utah

SECTION A: Property Owner/Authorized Agent

This section must be completed by the Property Owner/Authorized Agent

☐ Please check if you are Owner-Builder
(If you checked as owner-builder, you must also complete Section (B) of this agreement)

First Name: _____ Initial: _____ Last Name: _____

Mailing Address: _____

Email: _____ Phone: _____

I am the: (please check one)

- ☐ Property Owner
☐ Architect of Record

- ☐ Property Owner's Agent of Record
☐ Engineer of Record

State of Utah Registration Number: _____ Expiration Date: _____

AGREEMENT: I, the undersigned, declare under penalty of perjury under the laws of the State of Utah, that I have read, understand, acknowledge and promise to comply with Enoch City requirements for special instructions, structural observations, construction materials testing and off-site fabrication of building components, as prescribed in the statement of special inspections noted on the approved plans and, as required by the International Building Code.

SECTION B: Contractor's Statement of Responsibility

Contractor's Company Name: _____ ☐ Please check if you are Owner-Builder

First Name: _____ Initial: _____ Last Name: _____

Mailing Address: _____

Email: _____ Phone: _____

State of Utah Contractor's License Number: _____ Expiration Date: _____

- I acknowledge and, am aware, of special requirements contained in the statement of special instructions noted on the approved plans;
- I acknowledge that control will be exercised to obtain conformance with the construction documents approved by the building official;
- I will have in-place procedures for exercising control within our (the contractor's) organization, for the method and frequency of reporting and the distribution of reports; and
- I certify that I will have a qualified person within our (the contractor's) organization to exercise such control.

Signature: _____ Date: _____

Statement of Special Inspections Guidelines

In accordance to Section 1701, 1704, 1705 and 1708 of the current adopted International Building Code (IBC), the **owner**, or the **registered design professional in responsible charge** acting as the owner's agent, is required to hire an independent testing/inspection agency to perform required special inspections.

The design professional shall complete the attached forms and submit them to the Building Department prior to issuance of the building permit. For projects requiring continuous inspection, the preparer shall submit the name and qualifications of the individual(s) assigned to the project. The inspectors assigned to any project within the Jurisdiction shall be currently registered with International Code Council (ICC), or other approved agency which is certified for the disciplines assigned.

A. Contractor's Responsibilities

1. Notify the agency

The contractor is responsible for notifying the inspection agency in sufficient time for scheduling personnel to perform required inspections.

2. Provide written statement of responsibility

The contractor shall provide a written statement of responsibility as required in section 1706 for construction of designated main-wind or seismic force resisting system.

3. Provide access to jurisdiction-approved plans

The approved plans shall be readily accessible at the job site.

4. Provide access to work

The contractor shall provide reasonable access to all work requiring special inspection.

5. Retaining special inspection reports at the job site

The contractor is also responsible for retaining at the job site all special inspection records submitted by the special inspector, and providing these records for review by the Building Department's inspector upon request.

6. Notify jurisdiction of special inspections prior to scheduled inspection time.

B. Duties of the Special Inspector

1. Observe the work

The inspector shall observe the work for compliance with the jurisdiction-approved plans, specifications, and applicable provisions of the IBC. The architect/engineer's reviewed shop drawings, and/or placement drawings, may be used only as an aid to inspections.

- **Continuous Special Inspection** — The full-time observation of work requiring special inspection by an approved special inspector who is present in the area where the work is being performed.
- **Periodic Special Inspection** — The part-time or intermittent observation of work requiring special inspection by an approved special inspector who is present in the area where the work is being performed and at the completion of the work.

2. Report non-conforming items

The inspector shall bring non-conforming items to the immediate attention of the contractor, and note all such items in the daily report. If any item is not resolved in a timely manner and is about to be incorporated in the work, the special inspector shall immediately notify the Building Department, the engineer or architect, and his/her office.

3. Furnish daily reports

The special inspector shall complete a daily report for each day's inspections. The daily reports shall remain at the job site with the contractor for the Building Department's inspector. The reports shall include the following:

- Name of special inspector with ICC certification number and certification type, date, time, temperature, and weather conditions.*
- Description of the inspections, with locations and tests performed.*
- Listing of any non-conforming items.*
- Include how items were resolved or unresolved.*
- List any changes or corrections to non-conforming issues authorized by the engineer, architect, or jurisdiction's building inspectors.*

4. Furnish weekly reports

The inspection agency shall furnish weekly reports of the tests and inspections performed directly to the Building Department, project engineer, architect, and/or others as designated.

5. Furnish final report

The inspection agency shall submit a final signed report to the Building Department stating that all items requiring special inspections and testing were fulfilled, all discrepancies were corrected or resolved, and all work requiring special inspections is in conformance with the approved design drawings and specifications.

- Any items unresolved or discrepancies in coverage (i.e., missed inspections, periodic inspections when continuous was required, etc.) shall be specifically itemized in this report.

C. Jurisdiction's Responsibilities

1. To verify compliance

The jurisdiction is required to oversee the implementation of Structural Tests and Special Inspection requirements found in IBC Chapter 17.

2. Review special inspections

The Building Department shall review all special inspectors and special inspection requirements.

3. Monitor special inspections

Work requiring special inspections, and the performance of special inspectors, shall be monitored by the Building Department's inspector. The jurisdiction's approval must be obtained prior to placement of concrete or other similar activities in addition to that of the special inspector.

4. Issue Certificate of Occupancy

The Building Department will issue a Certificate of Occupancy only after all special inspection reports and the final special inspection report, have been submitted and accepted.

D. Owner Responsibilities

The owner, the design professional in responsible charge acting as the owner's agent, shall fund special inspection services. The owner is responsible for seeing that these requirements are met.

E. Registered Design Professional Responsibilities

1. The registered design professional in responsible charge (engineer, or architect), shall include special inspection requirements and specifications on the plans.
2. Provide structural observation Per IBC Section 1709 as amended by the State of Utah requirements and specifications on the plans.
3. Prepare the Statement of Special Inspections in accordance with IBC section 1705 and identify Structural Testing for Seismic Resistance per IBC section 1708 (when required). The statement of special inspections shall identify items fabricated on the premises of an approved fabricator if special inspections are not required by section 1704.2.1.
4. Review the special inspection reports and provide corrective action for work that may not conform to the approved plans.

ACKNOWLEDGMENTS

I have read and understand my responsibilities regarding special inspections.

Owner/
Agent: _____ By: _____ Date: _____

Contractor: _____ By: _____ Date: _____

Inspection
Agency: _____ By: _____ Date: _____

Registered Design
Professional in
Resp. Charge: _____ By: _____ Date: _____

SPECIAL INSPECTION SCHEDULE			
Areas requiring special inspection:	Frequency		Comments:
	Continuous	Periodic	
FABRICATORS (IBC 1704.2.5)			
			If fabricator is approved, on-site inspection is not required but a certificate of completion must be provided to the B.O. (IBC 1704.2.5.1)
SOILS (IBC 1705.6)			
Verify adequate materials below footings			Prior to placement of concrete.
Excavation extend to proper depth and materials			Prior to placement of compacted fill or concrete.
Classification and testing of fill materials			Check classification and gradations at each lift, but not less than once for each 10,000ft ² of surface area.
Verify proper fill materials, lift thicknesses and in-place densities			
Verify properly prepared site and subgrade			Prior to placement of concrete.
CONCRETE CONSTRUCTION (IBC 1705.3)			
Reinforcing steel placement			Verify size, clearances, splices and proper ties.
Embedded bolts or plates			
Verify required design mix			Verify mix design meets strength and exposure requirements listed on approved plans.
Concrete placement/sampling			Includes sampling for air, slump, strength and temperature techniques
Inspect formwork			Verify shape, location and member dimensions.
Post-installed anchors			In accordance with approved ICC-ES Report. Periodic inspections allowed if stated in ES Report.
COLD-FORMED STEEL CONSTRUCTION (IBC 1705.11.2)			
Components of wind- and seismic-force resisting systems.			Verify proper screw attachment, bolting and anchoring of shear walls, braces and holdowns having a fastener spacing $\leq 4"$ o.c.
OTHER THAN STRUCTURAL STEEL (IBC 1705.2.2)			
Steel Roof & Floor Deck:			
Material verification of steel deck			Identification markings per applicable ASTM standard
Roof and deck welds			Verify that welds conform to AWS D1.3.
Welding of Reinforcing Steel:			
Verification of weldability (<i>except A706 bar</i>)			Verify material is able to conform to AWS D1.4.
STRUCTURAL STEEL CONSTRUCTION (IBC 1705.2, 1705.11.2, 1705.12.1)			
Prior to Welding (Table N5.4-1, AISC 360-10):			
Verify welding procedures			
Material identification			Verify type and grade of material.
Welder identification			Verify there is a system in place to identify the welder who has welded a joint or member.
Fit-up groove welds			Verify joint preparation, dimensions, cleanliness, tacking and backing.
Access holes			Verify configuration and finish.
Fit-up fillet welds			Verify alignment, gaps at root, cleanliness of steel surfaces, tack weld quality and location.

SPECIAL INSPECTION SCHEDULE (continued)			
Areas requiring special inspection:	Frequency		Comments:
	Continuous	Periodic	
STRUCTURAL STEEL CONSTRUCTION (continued)			
During Welding (Table N5.4-2, AISC 360-10):			
Use of qualified inspectors			Verify that welders are appropriately qualified.
Control and handling of welding consumables			Verify packaging and exposure control.
Cracked tack welds			Verify welding is not over a cracked tack weld.
Environmental conditions			Verify wind speed is within limits as well as precipitation and temperature.
WPS followed			Verify items such as welding equipment settings, travel speed, welding materials, shielding gas type/flow rate, preheat applied, interpass temperature maintained, and proper position.
Welding techniques			Verify interpass and final cleaning, each pass is within profile limitations, and quality of each pass.
After Welding (Table N5.4-3, AISC 360-10):			
Welds cleaned			Verify that welds have been properly cleaned.
Size, length and location of welds			
Welds meet visual acceptance criteria			
Arc strikes			
k-area			
Backing & welding tabs removed			
Repair activities			
Document acceptance/rejection of weld			
Nondestructive Testing (Table N5.5, AISC 360-10):			
CJP welds (Risk Cat. II)			Ultrasonic testing shall be performed on 10% of CJP groove welds in butt, T- and corner joints subject to transversely applied tension loading in materials 5/16-inch thick or greater. Testing rate must be increased if > 5% of welds have unacceptable defects.
Access holes (flange > 2")			
Welded joints subject to fatigue			
Other Steel Inspections (Table N5.7, AISC 360-10; Tables J8-1 and J10-1, AISC 341-10)			
Structural steel details			All fabricated steel and their connections shall be inspected to verify compliance with the details shown in the approved plans.
Anchor rods/embeds supporting structural steel			Shall be on the premises during the placement of anchor rods/embedments. Verify diameter, grade, type, and length of element and the extent or depth of embedment prior to placement of concrete.
Reduced beam sections (RBS)			Verify contour and finish as well as dimensional tolerances (see Table J8-1 of AISC 341).
Protected zones			Verify that no holes or unapproved attachments are made within the protected zone (see Table J8-1 of AISC 341).

SPECIAL INSPECTION SCHEDULE (continued)			
Areas requiring special inspection:	Frequency		Comments:
	Continuous	Periodic	
MASONRY CONSTRUCTION (IBC 1705.4)			
Minimum Testing (Table 1.19.2, TMS-402/ACI 530-11):			
Verification of Slump Flow and Visual Stability Index (VSI) for self-consolidating grout.			Compressive strength tests per ASTM C 1019 for slump flow and ASTM C 1611 for VSI.
Verification of f'_m .			Determine compressive strength per "unit strength" or "prism test" as specified in Article 1.4.B of ACI 530.1 prior to construction.
Prior to Construction (Article 1.15, TMS-602/ACI 530.1-11):			
Review material certificates, mix designs, test results and construction procedures			Verify materials conform to approved construction documents. Mix design, test results, material certificates, and construction procedures should be submitted for review. Mortar mix designs shall conform to ASTM C 270 while grout shall conform to ASTM C 476. Material certificates shall be provided for the following: reinforcement; anchors, ties, fasteners, and metal accessories; masonry units; mortar and grout materials. Review cold-weather or hot-weather construction procedures.
As Construction Begins (Table 1.19.2, TMS-402/ACI 530-11):			
Proportions of site-prepared mortar			Verify that mortar is type and color specified on approved plans, it conforms to ASTM C 270, and is mixed per Article 2.6.A of ACI 530.1.
Construction of mortar joints			Verify mortar joints meet Article 3.3.B of ACI 530.1.
Location of reinforcement, connectors and anchorages.			Verify reinforcement is placed in accordance with Article 3.4 of 530.1.
Prior to Grouting (Table 1.19.2, TMS-402/ACI 530-11):			
Grout space			Verify grout space is free of mortar droppings, debris, loose aggregate, and other deleterious materials and that cleanouts are provided per Article 3.2.D and 3.2.F of ACI 530.1.
Grade, type and size of reinforcement, anchor bolts and anchorages.			Verify reinforcement, joint reinforcement, anchor bolts and veneer anchors comply with approved plans and Section 1.6 of ACI 530.
Placement of reinforcement, connectors and anchorages.			Verify reinforcement, joint reinforcement, anchor bolts and veneer anchors are installed per approved plans and Articles 3.2.E, 3.4, and 3.6.A of ACI 530.1.
Proportions of site-prepared grout.			Verify grout proportions meet ASTM C 476 and a slump between 8-11 inches. Self-consolidated grout shall not be proportioned onsite.
Construction of mortar joints			Verify mortar joints placed in accordance with Article 3.3.B of ACI 530.1.
During Construction (Table 1.19.2, TMS-402/ACI 530-11):			
Size and location of structural elements			Verify locations of structural elements per approved plans and confirm tolerances meet Article 3.3.F of ACI 530.1.
Type, size and location of anchors, frames, etc.			Verify correct anchorages and connections are provided per approved plans and Sections 1.16.4.3 and 1.17.1 of ACI 530.
Placement of grout.			
Preparation, construction and protection of masonry during cold weather (<40°F) or hot weather (>90°F).			Verify cold-weather construction complies with Article 1.8.C of ACI 530.1 and hot weather construction per Article 1.8.D of ACI 530.1.
Observation of grout specimens, mortar specimens, and/or prisms.			Confirm specimens/prisms are performed as required by Article 1.4 of ACI 530.1.