



SPECIAL INSPECTION CERTIFICATE

Customer Assistance Bulletin #9

REQUIRED FOR COMMERCIAL PROJECTS ONLY

BUILDING INSPECTIONS DEPARTMENT

All commercial projects will be required to complete the attached certificate before a Certificate of Occupancy or Final Building Inspection may be made.

1. The purpose of the certificate is to provide consistency and direction for compliance with the 2003 International Building Code, Chapter 17, "Structural Tests and Special Inspections".
2. A special inspection is defined as an "inspection as herein required of the materials, installation, fabrication, erection, or placement of components and connections requiring special expertise to ensure compliance with approved construction documents and reference standards."
3. Examples of the types of special inspections are as follows: concrete, bolts installed in concrete, reinforcing steel and pre-stressing steel tendons, structural welding, high strength bolting, structural masonry, expansion/epoxy anchor, pre-cast concrete erection, spray-applied fireproofing, drilled piers and caissons.
4. A Special Inspection Certificate will be required for all new commercial buildings, additions, and remodels that include any of the inspection types listed in item 3 above.
5. The Special Inspection Certificate must be completed by the registered design professional, a.k.a., "Engineer of Record" in responsible charge acting as the owner's agent on the project.
6. The Engineer of Record shall verify that all work requiring special inspection has been adequately performed by an individual or firm that is qualified to make the inspections per 2003 IBC, section 1704.
7. The contractor and special inspector shall come to an agreement as to when the inspections will be called and the contractor is also responsible for providing access to the work requiring special inspection or testing prior to concealment.
8. Copies of all special inspection reports shall be maintained in the job trailer/office for review by the Building Inspector.
9. When work requiring special inspection has been completed and all discrepancies resolved, the Engineer of Record shall file the completed Special Inspection Certificate in the office of the Building Official.
10. Approved Fabricators: Special Inspection of work completed at a fabricators facility shall not be required if the fabricator is registered and approved to perform such work. Registration or approval shall have been obtained from an independent inspection or quality control agency.

Design professionals wishing to utilize fabricators that are approved by a nationally recognized testing agency shall submit a copy of the plant's current certification when they file the completed Special Inspection Certificate.



CITY OF WEATHERFORD
 SPECIAL INSPECTIONS CERTIFICATE
 (Final Report of Special Inspections)

BUSINESS NAME _____ PERMIT NUMBER _____

BUSINESS ADDRESS _____

BUSINESS OWNER _____

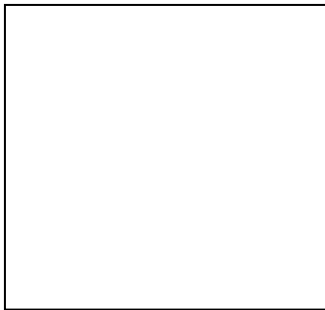
SPECIAL INSPECTIONS ENGINEER OF RECORD:

FIRM NAME _____

ENGINEER'S NAME _____

MAILING ADDRESS _____

TELEPHONE NUMBER _____ FAX _____



(Seal, Sign, and Date)

I hereby affirm that I am familiar with the design of the above referenced project and have been designated by the Owner/Owner's Agent as the Engineer responsible for implementing the Special inspections as required in Chapter 17, of the 2003 International Building Code. I have determined that the types of work checked below require special inspection and I have verified that the individual(s) or firms that performed special inspections are qualified to do so. I also affirm that the special inspectors have been made by an independent third-party individual or firm and they have not been made by the installing contractor(s).

Please check the proper response for each type of special inspections on this project:

Yes No

		Concrete
		Bolts installed in concrete
		Reinforcing steel and pre-stressed tendons
		Structural welding
		High strength bolting
		Structural masonry
		Expansion/Epoxy anchors
		Pre-cast concrete erection
		Spray-applied fireproofing
		Drilled piers and caissons
		Fabricators-(submit copy of the plant's current certification, if used)
		Others (<i>please include others not listed above</i>) _____