



SPECIAL INSPECTION CERTIFICATE

A. Project Identification

Project: _____ Date: _____

Address: _____ Tracking No: _____
 Permit No: _____

B. Notification of Special Inspection by Owner

In compliance with Section 106.4 and Chapter 17 of the IBC as adopted, which requires the owner or the registered design professional in responsible charge acting as the owner's agent, but not the contractor or other persons responsible for the work, to employ a Special Inspector to be present at all times during the construction of work, I do hereby designate the (Architect) or (Engineer) noted in Part C to be in responsible charge of the Special Inspection on the above project.

| | | |
|---------------------------|-----------|----------------------------|
| Signature (Owner) (Agent) | Title | Print (Owner) (Agent) name |
| Address | Phone No. | |

C. Special Inspection Responsibility

I certify that I am familiar with the above-named project. In accordance with IBC Chapter 17, I hereby assume full responsibility for the Special Inspection(s)/Inspector(s) for the following type(s) of construction inspections.

| WORK WHICH REQUIRES SPECIAL INSPECTION | |
|--|--|
| 1. <input type="checkbox"/> Fabricators | 15. <input type="checkbox"/> Smoke Control Systems |
| 2. <input type="checkbox"/> Steel Construction | 16. <input type="checkbox"/> Special Cases: |
| 3. <input type="checkbox"/> Concrete Construction | 17. <input type="checkbox"/> Special Cases: |
| 4. <input type="checkbox"/> Masonry Construction | 18. <input type="checkbox"/> Special Cases: |
| | 19. <input type="checkbox"/> Special Cases: |
| 5. <input type="checkbox"/> Wood Construction | Arizona Registrant Seal |
| 6. <input type="checkbox"/> Soils | |
| 7. <input type="checkbox"/> Driven Deep/Cast-in Place Deep or Helical Pile Foundations | |
| 8. <input type="checkbox"/> Special Wind Resistance | |
| 9. <input type="checkbox"/> Special Seismic Resistance | |
| 10. <input type="checkbox"/> Testing & Qualifications – Seismic Resistance | |
| 11. <input type="checkbox"/> Sprayed Fire-Resistive Materials | |
| 12. <input type="checkbox"/> Mastic & Intumescent Fire-Resistive Coatings | |
| 13. <input type="checkbox"/> Exterior Insulation & Finish Systems (EIFS) | |
| 14. <input type="checkbox"/> Fire-Resistant Penetrations & Joints | |

| | |
|-----------------------------------|--------------|
| Print (Architect) (Engineer) Name | Company Name |
|-----------------------------------|--------------|

D. Certificate of Compliance

I certify that, to the best of my knowledge, the special inspections noted above were conducted in accordance with the applicable provisions of IBC Chapter 17, the structural requirements of the Tempe City Code and the approved plans and specifications insofar as the portion of the work requiring special inspection is concerned, except for those discrepancies previously reported and to the best of my knowledge have been resolved. A guarantee that the building has been constructed in full accord with the plans and specifications is neither intended nor implied.

Arizona Registrant Seal

See Reverse for Instructions on Preparation of this Form

INSTRUCTIONS FOR PREPARATION

Special Inspection Certificates shall be completed as instructed below. Submit the original form or a legible copy to the Community Development Department/Development Service Division.

A. PROJECT IDENTIFICATION

1. Legibly print the project name and address, date completed and tracking number where specified. (*tracking # example: DS120000*)

B. NOTIFICATION OF SPECIAL INSPECTION BY OWNER

1. Signature of the project owner or owner's legal agent (circle one) required
2. Legibly print the name of the project owner or agent (circle one), title and provide contact information.

C. SPECIAL INSPECTION RESPONSIBILITY

The designated registrant shall:

1. Check off the special inspection(s) required by the International Building Code Section 1704.1 and approved plans
 - a. Special inspections not listed; such as, adhesive anchors or other inspections deemed necessary by the building official, shall be indicated under inspection #13 and noted after "Special Cases."
2. Print name of Architect/Engineer (circle one) overseeing the special inspections and company name
3. Seal, sign, date and include registration expiration date.

D. CERTIFICATE OF COMPLIANCE

DO **NOT** COMPLETE THIS SECTION YET. This portion to be completed *after* the required special inspection(s) has been performed. Submit completed form prior to final inspection approval.

CHANGES OF RESPONSIBLE PARTY OR SPECIAL INSPECTOR

The Engineer or registered design professional shall notify the Building Safety Division in writing immediately if terminated prior to completion of the work, for which "Special Inspection(s)" is required.

NOTE: If the change of responsible party occurs within the same firm, a letter from a principal of the firm identifying the new responsible party shall be submitted to the Building Safety Division within two business days of the change. **A new Special Inspection Certificate form will not be required to be completed.**

If the change in responsible party is **not within** the same firm, **a new Special Inspection Certificate form must be completed** and submitted to the Development Services Division/Inspections within two business days of the change.

Main Special Inspection Categories and Subcategories

1. Fabricator
 - Fabrication and implementation procedures.
 - Fabricator approval.
2. Steel construction. See Table.
 - Structural steel.
 - Steel construction other than structural steel.
 - Welding.
 - Cold-formed steel.
 - Reinforcing steel.
 - Cold-formed steel trusses spanning 60 feet or greater.
3. Concrete construction. See Table.
 - Materials.
4. Masonry construction. See Table.
 - Empirically designed masonry, glass unit masonry and masonry veneer in Risk Category IV.
 - Vertical masonry foundation elements.
5. Wood construction.
 - High-load diaphragms.
 - Metal-plate-connected wood trusses spanning 60 feet or greater.
6. Soils. See Table.
7. Driven deep foundations/Cast-in-place deep foundations/ Helical pile foundations See Tables.
8. Special inspections for wind resistance - Seismic Design Category C, D, E or F
 - Structural wood.
 - Cold-formed steel light-frame construction.
 - Wind-resisting components.
9. Special inspections for seismic resistance.
 - Structural steel.
 - Structural wood.
 - Cold-formed steel light-frame construction.
 - Designated seismic systems.
 - Architectural components - Seismic Design Category D, E or F
 - Access floors - Seismic Design Category D, E or F
 - Mechanical and electrical components - Seismic Design Category C, D, E or F
 - Storage racks - Seismic Design Category D, E or F
 - Seismic isolation systems.
10. Testing and qualification for seismic resistance.
 - Concrete reinforcement.
 - Structural steel.
 - Seismic certification of nonstructural components.
 - Seismic isolation systems.
11. Sprayed fire-resistant materials.
 - Physical and visual tests.
 - Structural member surface conditions.
 - Application.

- Thickness.
 - Minimum allowable thickness.
 - Floor, roof and wall assemblies.
 - Cellular decks.
 - Fluted decks.
 - Structural members.
 - Beams and girders.
 - Joists and trusses.
 - Wide-flanged columns.
 - Hollow structural section and pipe columns.
 - Density.
 - Bond strength.
 - Floor, roof and wall assemblies.
 - Structural members.
 - Primer, paint and encapsulant bond tests.
12. Mastic and intumescent fire-resistant coatings.
13. Exterior insulation and finish systems (EIFS).
- Water-resistive barrier coating.
14. Fire-resistant penetrations and joints.
- Penetration firestops.
 - Fire-resistant joint systems.
15. Special inspection for smoke control.
- Testing scope.
 - Qualifications.
16. 17, 18 & 19. Special cases. Special inspections shall be required for proposed work that is, in the opinion of the building official, unusual in its nature, such as, but not limited to, the following examples:
- Adhesive/expansion anchors or other special anchoring systems.
 - Construction materials and systems that are alternatives to materials and systems prescribed by this code.
 - Unusual design applications of materials described in this code.
 - Materials and systems required to be installed in accordance with additional manufacturer's instructions that prescribe requirements not contained in this code or in standards referenced by this code.
 - Mechanical, Electrical or Plumbing systems or components as required by the building official