

 <p><b>CITY OF AMERICAN CANYON</b> COMMUNITY DEVELOPMENT DEPARTMENT</p>	<h2>SPECIAL INSPECTION AND TESTING FORM</h2> <p>4381 Broadway, Suite 201 American Canyon, CA 94503 Inquiries: (707) 647-4581 Inspection Request: (707) 551-4619 <a href="http://www.cityofamericancanyon.org">www.cityofamericancanyon.org</a></p>	<p>Revision Date 12/11/2018</p> <p>General Requirements for: <b>Residential Buildings</b> <b>Commercial Buildings</b> <b>Industrial Buildings</b></p> <p><b>Codes Enforced:</b> 2016 California Building Code</p>
<p><b>Building Division</b></p>		
<p>To applicants of projects requiring Special Inspection or Testing per Chapter 17 of the CBC</p>		

**BEFORE A PERMIT CAN BE ISSUED:** The owner or his / her representative, on the advice of the responsible Project Engineer or Architect, shall complete, sign and submit two (2) copies of this form and the structural tests and inspection schedule to the City of American Canyon, Community Development Department, Building Division for review and approval.

The owner and his/her general contractor, where applicable, shall also acknowledge the following conditions applicable to Special Inspection and / or Testing.

1. Contractor is responsible for proper notification to the Inspection or Testing Agency for items listed.
2. Only the testing laboratory should take samples and transport them to their laboratory.
3. Copies of all laboratory reports and inspections are to be sent directly to the Building Division by the Testing Agency on a weekly basis.
4. Inspection Agency to submit names and qualifications of on-site special inspectors to the Building Division for approval. Submission of qualifications is not required when the agency utilizes the inspector(s) who is pre-approved by the City of American Canyon or County of Napa. See Item #10 below.

The agency must provide each special inspector with an identification badge that indicates the following:

- a. Name of Inspector
  - b. Photo of Inspector
  - c. The specific areas in which the inspector is qualified to inspect
  - d. An authorization signature by the registered engineer who is a full-time employee of the agency
  - e. The special inspector shall display his/her badge whenever performing the function of an inspector
5. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and / or problems encountered.
  6. It is the responsibility of the contractor to review the Building Division approved plans for additional inspection or testing requirements that may be noted. A pre-construction conference at the job site is recommended to review special inspection procedures.
  7. The special inspector shall use Building Division approved drawings.
  8. **BEFORE THE CERTIFICATE OF OCCUPANCY CAN BE ISSUED:** The Inspection Agency shall submit a statement that all items requiring testing and inspection were fulfilled and reported. Those items not tested and / or inspected shall



be noted in this statement. A copy of the statement to be maintained at the job site for Building Inspector's review prior to final inspections.

- 9. Contractor responsible for the construction shall submit a written statement of responsibility to the Building Official and the owner per Section 1706.1.
- 10. Attach a City-approved matrix list for all special inspectors showing inspection areas for which they are qualified by experience and appropriate certifications (see enclosed).

**ACKNOWLEDGEMENT**

**Owner:**

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Special Inspection Agency:**

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Contractor:**

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Project Engineer / Architect:**

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Approved by Chief Building Official or Authorized Representative**

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**STRUCTURAL TESTS AND INSPECTION SCHEDULE**

*(Per California Building Code, Section 1704, 1705, or 1708)*

Building Permit Plan Check No. \_\_\_\_\_

Prior to issuance of a building permit, the owner, on the advice of the Architect or Engineer, shall complete, sign and submit this form to the Building Official.

\_\_\_\_\_  
Project Name

\_\_\_\_\_  
Testing / Inspection Agency

\_\_\_\_\_  
Project Address

\_\_\_\_\_  
Authorized Signature of the Testing Agency

\_\_\_\_\_  
Owner's Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Hereby certifies that the Testing / Inspection Agency named above has been engaged to perform structural test(s) and inspection(s) during construction, as checked below, to satisfy all applicable portions of the California Building Code.

Prior to issuance of a Certificate of Occupancy or Final Inspection, the Inspection Agency shall submit a statement that all items of designated work performed were reported. Any items identified for special inspection, but not tested or inspected will be identified and explained.

Whenever any designated items on this list are ready for sampling, testing or inspection, it shall be the responsibility of the Contractor to give timely notice to the Inspection Agency so that the required services may be performed.

**REINFORCING STEEL:**

- \_\_\_\_\_ Tensile and Bend, one set per heat per \_\_\_\_\_ tons
- \_\_\_\_\_ Inspection of Placement
- \_\_\_\_\_ Inspection of Welding

**MASONRY:**

- \_\_\_\_\_ Preliminary Acceptance Test (Masonry Units, Wall Prisms)
- \_\_\_\_\_ Subsequent Tests (Mortar, Grout, Field Wall Prisms)
- \_\_\_\_\_ Inspection of Grouting
- \_\_\_\_\_ Inspection of Placement of Grouting

## CONCRETE, SHOTCRETE, GROUT AND MORTAR

CONCRETE	SHOTCRETE	GROUT	MORTAR	
				Aggregate Tests for Design
				Suitability of Aggregates
				Mix Designs
				Test Panel
				Batch Plant Inspection
				Cement Grab Sample
				Inspection Placing
				Compression Tests
				Cast Specimens
				Shrinkage Bars
				Yield Check
				Air Check
				Dry Unit Weight

### PILLING, CAISSONS, CAPS, TIES:

- \_\_\_\_\_ Inspection of Reinforcing Placement
- \_\_\_\_\_ Inspection of Concrete Placement
- \_\_\_\_\_ Inspection of Concrete Batching

### PRECAST/POST TENSIONED CONCRETE:

- \_\_\_\_\_ Reinforcing Tests
- \_\_\_\_\_ Inspection of Reinforcing Placement
- \_\_\_\_\_ Tendon Test
- \_\_\_\_\_ Inspection of Tendon Placement
- \_\_\_\_\_ Inspection of Concrete Placement
- \_\_\_\_\_ Inspection of Concrete Batching
- \_\_\_\_\_ Inspection of Panel Attachments and Inserts
- \_\_\_\_\_ Compression Tests
- \_\_\_\_\_ Inspection of Stressing/Transfer

### ASPHALTIC CONCRETE:

- \_\_\_\_\_ Mix Designs
- \_\_\_\_\_ Inspection of Batch Plant
- \_\_\_\_\_ Core/ Test
- \_\_\_\_\_ Field Inspection
- \_\_\_\_\_ Suitability Test
- \_\_\_\_\_ Specific Gravity
- \_\_\_\_\_ Asphalt Content
- \_\_\_\_\_ Sieve Analysis
- \_\_\_\_\_ K Factors
- \_\_\_\_\_ Stabilometer Valve
- \_\_\_\_\_ Swell

### UNDERPINNING:

- \_\_\_\_\_ Inspection of Steel Fabrication
- \_\_\_\_\_ Inspection of Reinforcing and Forms
- \_\_\_\_\_ Inspection of Concrete Placement
- \_\_\_\_\_ Inspection of Tiebacks

### STRUCTURAL STEEL:

- \_\_\_\_\_ Sample and Test (list specific members below)
- \_\_\_\_\_ Shop Identification and Welding Inspection
- \_\_\_\_\_ Shop Ultrasonic Inspection
- \_\_\_\_\_ Shop Radiography
- \_\_\_\_\_ Field Welding Inspection
- \_\_\_\_\_ Field Bolting Inspection
- \_\_\_\_\_ Field Ultrasonic Inspection
- \_\_\_\_\_ Field Radiography
- \_\_\_\_\_ Metal Deck Welding Inspection

### I INSULATING CONCRETE:

- \_\_\_\_\_ Sample and Test
- \_\_\_\_\_ Unit Weights

### FIREPROOFING:

- \_\_\_\_\_ Inspection of Placement
- \_\_\_\_\_ Density Tests
- \_\_\_\_\_ Thickness Tests
- \_\_\_\_\_ Inspect Batching

**STRUCTURAL WOOD:**

- \_\_\_\_\_ Inspection of Fabrication
- \_\_\_\_\_ Inspection of Truss Joist Fabrication
- \_\_\_\_\_ Sample and Test Components
- \_\_\_\_\_ Inspection of Glulam Fabrication

**FILL MATERIAL:**

- \_\_\_\_\_ Acceptance Tests
- \_\_\_\_\_ Moisture-Density Determination
- \_\_\_\_\_ Field Density

**ROOFING:**

- \_\_\_\_\_ Inspection of Placement
- \_\_\_\_\_ Sample Test

**OTHERS:**

- \_\_\_\_\_ Epoxy Anchors
- \_\_\_\_\_ Anchor Bolts Installed in Concrete

**Seismic Resisting Elements (Periodic Special Inspection is Required, UON):**

**STRUCTURAL WOOD:**

- \_\_\_\_\_ Field gluing (continues inspection)
- \_\_\_\_\_ Nailing and Bolting
- \_\_\_\_\_ Anchoring and Other Fastening; Specify here: \_\_\_\_\_

**COLD-FORMED STEEL FRAMING:**

- \_\_\_\_\_ Screw Attachment
- \_\_\_\_\_ Bolting
- \_\_\_\_\_ Anchoring of Other Fastening; Specify here: \_\_\_\_\_

**STORAGE RACKS AND ACCESS FLOORS:**

- \_\_\_\_\_ Anchorage of Access Floor
- \_\_\_\_\_ Anchorage of Storage Rack 8 Feet or Greater

**ERECTION AND FASTENING OF ARCHITECTURAL COMPONENTS:**

- \_\_\_\_\_ Exterior Cladding
- \_\_\_\_\_ Interior and Exterior Nonbearing Walls
- \_\_\_\_\_ Interior Exterior Veneer

**FASTENING OF MECHANICAL AND ELECTRICAL COMPONENTS:**

- \_\_\_\_\_ Electrical Equipment for Emergency or Standby Power
- \_\_\_\_\_ Anchorage of Other Electrical Equipment in Seismic Design Category E or F
- \_\_\_\_\_ Installing of Piping Systems
- \_\_\_\_\_ Installing of HVAC Duct Work

*Specify if Other Tests, Inspections or Special Instructions Are Required for the Project*

## SAMPLE MATRIX

### INSPECTION QUALIFICATION MATRIX

Inspector	Date of	RC*	SM*	PC*	SSW	FP
Inspector A	05/04/99	X	X	I-T	I-T	
Inspector B	07/31/98	X	X			
Inspector C	10/01/00	X	X	X	X	
Inspector D	10/01/00	X	X	I-T	I-T	X
Inspector E	10/01/00	X	X	I-T		
Inspector F	08/01/01	X	X		X	
Inspector G	01/11/01				I-T	
Inspector H	06/17/99	X	X		I-T	
Inspector I	09/22/99				I-T	
Inspector J	06/26/00	X	X	I-T	I-T	
Inspector K	10/16/00	X	X		X	

Legend:

- RC = Reinforced Concrete
- SM = Structural Masonry
- PC = Pre-Stressed Concrete
- SSW = Structural Steel and Welding
- FP = Fireproofing
  
- I-T = In-training as lacking certification and/or experience
- X = Meets experience and certain certification criteria
- \* = American Concrete Institute (ACI) Grade 1 is required

Special Inspection and Testing \_\_\_\_\_ 10/20/2016