

NOTICE

SPECIAL INSPECTION REQUIREMENTS

Please note that the Special Inspections shown on the approved plans and checked on the Special Inspections form issued with the permit are required for this project. The employment of special inspectors is the direct responsibility of the owner or the engineer/architect of record acting as the owner's representative.

These special inspections are required *in addition to* the called inspections performed by the Department of Building Inspection. The name of the special inspector shall be furnished to the district building inspector prior to start of work for which special inspection is required.

For questions regarding the details or extent of required inspection or tests, please call the Plan Checker assigned to this project or 628-652-3600. If there are any field problems regarding special inspection, please call your District Building Inspector or 628-652-3450.

Before final building inspection is scheduled, documentation of special inspection compliance must be submitted to and approved by the Special Inspection Services staff. To avoid delays in this process, the project owner should request final compliance reports from the architect or engineer of record and/or special inspection agency soon after the conclusion of work requiring special inspection. ***The permit will not be finalized without compliance with the special inspection requirements.***

STRUCTURAL OBSERVATION REQUIREMENTS

Structural observation shall be provided as required per Section 1704.6. **The building permit will not be finalized without compliance with the structural observation requirements.**

Special Inspection Services Contact Information

1. Telephone: 628-652-3450
2. Fax: 628-652-3409
3. Email: dbi.specialinspections@sfgov.org
4. In person: 49 South Van Ness Avenue - 4th Floor

Note: We are moving towards a “paperless” mode of operation. All special inspection submittals, including final letters, may be emailed (preferred) or faxed. We will also be shifting to a paperless fax receipt mode.

**Special Inspection Services
49 South Van Ness, 4th Floor – San Francisco, CA 94103
Office 628-652-3450 – Fax 628-652-3409 – www.sfdbi.org**

SPECIAL INSPECTION AND STRUCTURAL OBSERVATION

A COPY OF THIS DOCUMENT SHALL BE KEPT WITH THE APPROVED STRUCTURAL DRAWING SET

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

OWNER NAME _____ OWNER PHONE NO. (____) _____

Employment of Special Inspection is the direct responsibility of the OWNER, or the engineer/architect of record acting as the owner’s representative. Special inspector shall be one of those as prescribed in Sec. 1704. Name of special inspector shall be furnished to DBI District Inspector prior to start of the work for which the Special Inspection is required. Structural observation shall be performed as provided by Section 1704.6. A preconstruction conference is recommended for owner/builder or designer/builder projects, complex and high-rise projects, and for projects utilizing new processes or materials.

In accordance with Chapter 17 (SFBC), Special Inspection and/or testing is required for the following work:

- 1. Concrete (Placement & sampling)
- 2. Bolts installed in concrete
- 3. Special moment-Resisting concrete frame
- 4. Reinforcing steel and prestressing tendons
- 5. **Structural welding:**
 - A. **Periodic visual inspection**
 - Single pass fillet welds 5/16” or smaller
 - Steel deck
 - Welded studs
 - Cold formed studs and joists
 - Stair and railing systems
 - Reinforcing steel
 - B. **Continuous visual inspection and NDT** (Section 1704)
 - All other welding (NDT exception: Fillet
 - Reinforcing steel; and NDT required
 - Moment-resisting frames
 - Others _____
- 6. High-strength bolting
- 7. Structural masonry
- 8. Reinforced gypsum concrete
- 9. Insulating concrete fill
- 10. Sprayed-on fireproofing
- 11. Piling, drilled piers and caissons
- 12. Shotcrete
- 13. Special grading, excavation and filling (Geo. Engineered)
- 14. Smoke-control system
- 15. Demolition
- 16. Exterior Facing
- 17. **Retrofit of unreinforced masonry buildings:**
 - Testing of mortar quality and shear tests
 - Inspection of repointing operations
 - Installation inspection of new shear bolts
 - Pre-installation inspection for embedded
 - Pull/torque tests per SFEB Section 515C
- 18. **Bolts Installed in existing concrete or masonry:**
 - Concrete Masonry
 - Pull/torque tests per SFEB Section 515C
- 19. Shear walls and floor systems used as shear diagrams
- 20. Holdowns
- 21. **Special cases:**
 - Shoring
 - Underpinning: Not affecting adjacent
 - Affecting adjacent property:
 - Others _____
- 22. Crane safety (Apply to the operation of tower cranes on high-rise building) (Section 1705.23)
- 23. Others: “As recommended by professional of record” _____

- 24. **Structural observation per Sec. 1704.6 (SFBC) for the following:**
 - Concrete construction
 - Other: _____
 - Foundations
 - Masonry construction
 - Steel framing
 - Wood framing
- 25. Certification is required for: Glu-lam components
- 26. Firestops in high-rise building

Prepared by: _____ Phone: (____) _____
Engineer/Architect of Record

Required information:
FAX: (____) _____ Email: _____

Review by: _____ Phone: _____
DBI Engineer or Plan Checker

APPROVAL (Based on submitted reports.)

DATE DBI Engineer or Plan Checker / Special Inspection Services Staff

QUESTIONS ABOUT SPECIAL INSPECTION AND STRUCTURAL OBSERVATION SHOULD BE DIRECTED TO:
Special Inspection Services 628-652-3450; or, dbi.specialinspections@sfgov.org ; or FAX 628-652-3409