



# COMMUNITY DEVELOPMENT: BUILDING DEPARTMENT

One DesCombes Dr • Broomfield, CO 80020 • Office 303.438.6370 • Fax 303.438.6207 • buildingpermits@broomfield.org

Date Received	<b>SPECIAL INSPECTION ACKNOWLEDGEMENT</b>		Permit Number
Project Address			
Property Owner			Owner Phone #
Contractor			Contractor Phone #
Inspection Agency			Office Phone #
Inspection Agency Contact		Contact Email Address	Contact Mobile #
Staff Person Reviewing			

A pre-construction meeting is recommended for every project whose elements are subject to special inspections. This meeting can take place at the time of permit issuance at the city building. Check required special inspections- 2021 IBC 1704:

- Structural Steel (1705.2)
- Sprayed Fire- Resistance Materials (1705.14)
- Structural Concrete and Reinforcing Steel (1705.3)
- Mastic and Intumescent Coatings (1705.15)
- Anchor Bolts in Concrete (1705.3)
- Exterior Insulation and Finish System (1705.15)
- Prestressed Concrete and PT Tendons (1705.3)
- Fire- resistant Penetrations and Joints (1705.17)
- Post- installed Anchors in Concrete (1705.3)
- Smoke Control (1705.18)
- Shotcrete Concrete Placement (1705.3)
- Other inspections as required by the Design Professional or the Building Official (1705.1.1)
- Masonry (1705.4)
- Structural Wood
- Soils 1705.6
- Driven Deep Foundations (1705.7)
- Cast-in-Place Deep Foundations (1705.8)
- Helical Pile Foundations (1705.9)



In accordance to Section 1704 of the International Building Code (IBC), the owner or the owner's authorized agent, other than the contractor shall employ one or more approved agencies to provide special inspections and tests during construction on the types of work specified in Section 1705 and identify the approved agencies to the building official.

### **A. Registered Design Professional Responsibilities**

1. Prepare a Statement of Special Inspections in accordance with IBC section 1704.3.1. The statement of special inspections shall identify the materials, systems, components and work required to have special inspections or tests. Note whether the special inspections are continuous or periodic. This may be provided on the structural drawings or in document form. NOTE: This form does not take place of the required statement of special inspections.
2. Review the special inspection reports and provide corrective action for work that may not conform to the approved plans. Provide this documentation to the Building Division.

### **B. Contractor's Responsibilities**

1. The approved plans shall be readily accessible at the job site.
2. The contractor shall provide reasonable access to all work requiring special inspections.
3. The contractor shall retain all special inspection records submitted by the special inspector at the job site for building inspector review upon request and submit these records to the building official for review.

### **C. Duties of the Special Inspector**

1. Provide written documentation to the Building Division demonstrating the competence and relevant experience or training of the special inspectors who perform the special inspections and tests during construction. Discrepancies shall be brought to the immediate attention of the contractor for correction. If any item is not corrected the special inspector shall notify both the engineer of record and the Building Division.
2. A final report documenting required special inspections and tests, and correction of any discrepancies noted in the inspections or tests, shall be submitted to the Building Division prior to issuance of a Certificate of Occupancy.

### **D. Jurisdiction**

1. The jurisdiction will review the implementation of Structural Tests and Special Inspection requirements.
2. The Building Division will only issue a Certificate of Occupancy after all special inspection reports and the final special inspection report have been submitted and accepted.



ACKNOWLEDGMENTS

I have read and understand my responsibilities regarding special inspections.

Project Owner: \_\_\_\_\_

Date: \_\_\_\_\_

OR

Owner's Authorized Agent: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

Architect of Record: \_\_\_\_\_

Date: \_\_\_\_\_

Structural Engineer of Record: \_\_\_\_\_

Date: \_\_\_\_\_

Inspection Qualifications

Provide the inspection agency name and qualifications for each type of inspection .

Agency: \_\_\_\_\_

Qualifications : \_\_\_\_\_ Date \_\_\_\_\_

Agency: \_\_\_\_\_

Qualifications : \_\_\_\_\_ Date \_\_\_\_\_