



**DEPARTMENT OF BUILDING INSPECTION**  
**City & County of San Francisco**  
**1660 Mission Street, San Francisco, California 94103-2414**

## **NOTICE**

### **SPECIAL INSPECTION REQUIREMENTS**

Please note the Special Inspections shown on the approved plan 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 special inspector shall be furnished to 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 415-558-6133. If there are any field problems regarding special inspection, please call your District Building Inspector or 415-558-6096.

Before final building inspection is scheduled, documentation of special inspection compliance must be submitted to and approved by the Plan Check Services Division. 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 1702. **The building permit will not be finalized without the compliance of the structural observation requirements.**

**Exhibit No. 1  
(Required Format)**

**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.1701.2. 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 1702. A preconstruction conference is recommended for owner/builder or designer/builder projects, complex and highrise projects, and for projects utilizing new processes or materials.

In accordance with Sec. 1701;1703;1704 (1998 SFBC), Special Inspection and/or testing is required for the following work:

- |   |  |  |
|---|--|--|
| 1. <input type="checkbox"/> Concrete (Placement & sampling)                           | 6. <input type="checkbox"/> High-strength bolting                                      | 18. <b>Bolts Installed in existing concrete or masonry:</b>  |
| 2. <input type="checkbox"/> Bolts installed in concrete                               | 7. <input type="checkbox"/> Structural masonry   | <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry   |
| 3. <input type="checkbox"/> <b>Special moment - Resisting concrete frame</b>          | 8. <input type="checkbox"/> Reinforced gypsum concrete                                 | <input type="checkbox"/> Pull/torque tests per SFBC Sec.1607C & 1615C  |
| 4. <input type="checkbox"/> Reinforcing steel and prestressing tendons                | 9. <input type="checkbox"/> Insulating concrete fill                                   | 19. <input type="checkbox"/> Shear walls and floor systems used as shear diaphragms                                      |
| 5. <b>Structural welding:</b>   | 10. <input type="checkbox"/> Sprayed-on fireproofing                                   | 20. <input type="checkbox"/> Holdowns  |
| <b>Periodic visual inspection</b>   | 11. <input type="checkbox"/> Piling, drilled piers and caissons                        | 21. <b>Special cases:</b>  |
| <input type="checkbox"/> Single pass fillet welds <5/16"                              | 12. <input type="checkbox"/> Shotcrete   | <input type="checkbox"/> Shoring   |
| <input type="checkbox"/> Steel deck   | 13. <input type="checkbox"/> Special grading, excavation and filling (Geo. Engineered) | <input type="checkbox"/> Underpinning  |
| <input type="checkbox"/> Welded studs   | 14. <input type="checkbox"/> Smoke-control system                                      | <input type="checkbox"/> Others: _____   |
| <input type="checkbox"/> Cold formed studs and joists                                 | 15. <input type="checkbox"/> Demolition  |  |
| <input type="checkbox"/> Stair and railing systems                                    | 16. <input type="checkbox"/> Exterior Facing   | 22. <input type="checkbox"/> Crane safety (Apply to the operation of tower cranes on highrise building) (Section 1701.8) |
| <input type="checkbox"/> Reinforcing steel  | 17. <b>Retrofit of unreinforced masonry bldgs.</b>                                     | 23. <input type="checkbox"/> Others: "As recommended by professional of record" _____                                    |
| <b>Continuous visual inspection and NDT</b> (Section 1703)                            | <input type="checkbox"/> Testing of mortar quality and shear tests                     |  |
| <input type="checkbox"/> All other welding(NDT exception: Fillet weld)                | <input type="checkbox"/> Inspection of repointing operations                           |  |
| <input type="checkbox"/> Reinforcing steel; and <input type="checkbox"/> NDT required | <input type="checkbox"/> Installation inspection of new shear bolts                    |  |
| <input type="checkbox"/> <b>Moment-resisting frames</b>                               | <input type="checkbox"/> Pre-installation inspection - embedded bolts                  |  |
| <input type="checkbox"/> <b>Others</b> _____  | <input type="checkbox"/> Pull/torque tests per SFBC Sec.1607C & 1615C                  |  |

Structural observation per Sec. 1702 (1998 SFBC) for the following:  Foundations  Steel framing  Concrete construction  
 Masonry construction  Wood framing

Other: \_\_\_\_\_

Certification is required for:  Glu-lam components

Prepared by: \_\_\_\_\_  
Engineer/Architect of Record

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Reviewed by: \_\_\_\_\_  
DBI Engineer or Plan Checker

Phone: (415)558- \_\_\_\_\_

**APPROVAL (Based on submitted reports.)**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DBI Engineer or Plan Checker

QUESTIONS ABOUT SPECIAL INSPECTION AND STRUCTURAL OBSERVATION SHOULD BE DIRECTED IN THE ORDER OF:

- 1) Plan Check Engineer/Inspector: (415) 558-6133, 2) District Building Inspector: (415) 558-6096