



## **BUILDING DEPARTMENT**

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### **SPECIAL INSPECTION PROGRAM OVERVIEW**

#### **BACKGROUND**

Chapter 17 of the California Building Code requires specific materials, installations, fabrication, erection, or placement of certain components and connections to be inspected by a certified special inspector, in addition to the inspections performed by City building inspectors. Effective May 2018, all special inspections performed within the City of Shafter will be performed only by special inspectors approved by the City of Shafter.

Following is an overview of the requirements for each of the parties involved in the special inspections on a project. More detailed information and copies of all the forms referenced below are available on the City's website at [www.shafter.com](http://www.shafter.com), or at the Building & Safety counter at 336 Pacific Ave., Shafter, California.

#### **REQUIREMENTS FOR THE ENGINEER/ARCHITECT OF RECORD**

Section 1704.3 requires that each project have a statement of special inspections, which identifies all required inspections or tests for that project per section 1705. This statement must be prepared by the registered design professional in responsible charge and must be submitted at the time of permit application. The City's standard "Statement of Special Inspections" form may be used, or the engineer or architect of record may provide his or her own form with all the required information.

#### **REQUIREMENTS FOR THE OWNER**

In order to avoid conflicts of interest, contractors and subcontractors are prohibited from hiring special inspectors. Therefore, it is the owner of the project or the registered design professional in responsible charge acting as the owner's agent who is required to hire special inspectors. Only special inspectors approved by the City of Shafter shall perform special inspections. The owner shall sign the "Special Inspection Requirements for the Owner" form to acknowledge an understanding of all special inspection requirements, prior to issuance of a permit.

#### **REQUIREMENTS FOR THE CONTRACTOR AND SUBCONTRACTOR**

No work requiring special inspections shall be performed without a City of Shafter approved special inspector present. The contractor shall sign the "Special Inspection Requirements for the Contractor and Subcontractor" form to acknowledge an understanding of all special inspection requirements, prior to issuance of permit.

#### **REQUIREMENTS FOR THE SPECIAL INSPECTOR**

Only special inspectors approved by the City of Shafter will inspect work that requires special inspection. In order to become approved by the City, special inspectors must sign and submit a resume and copies of their certifications along with the following completed forms:

- Application for Special Inspection Certification
- Special Inspector "Zero Tolerance Policy" for Failure in the Performance of Duties
- Requirements and Qualifications for Special Inspectors