

CITY OF TUSTIN

SPECIAL INSPECTOR USER GUIDE

JANUARY 2008

PURPOSE

This information guide describes the City of Tustin's requirements regarding registration and renewal of a registration for Special Inspectors. This guide is also provided as a public service to help you in conducting your inspections in the City of Tustin. It is not warranted to be all-inclusive; therefore, if you have any questions you may contact the Building Division.

GENERAL REQUIREMENTS

Any individual wishing to conduct an inspection within the City of Tustin must be registered with the Building Division prior to conducting the inspection. This applies whether the inspector is independent, employed by a testing laboratory or part of an inspection service. The registration is valid for one (1) year and will expire on the anniversary date or at the expiration date of certification whichever comes first.

All inspectors must have a business license issued from the City of Tustin. Any inspector that is an employee of an inspection company that conducts business in Tustin may use the company's business license issued from the City of Tustin as long as the company has listed the inspector as an authorized user.

FEES

Registration fee: \$20.00 per certificate, per registration period

Business License fee: case by case basis, typically \$25.00

REPORTS

The special inspector shall provide a written report to the Building Official. The report shall include the job address, permit number, inspection date, type of inspection and the inspector's name, contact number and registration number. The report shall also include all pertinent information about the quality and quantity of work performed. Indicate if work is in compliance or note all code violations or deficiencies. The report is to be provided to the Building Official on a daily basis and must be legible.

CITY REGULATIONS

The City of Tustin has adopted and amended Chapter 17 (**Structural Tests and Special Inspections**) of the 2007 California Building Code.

Chapter 17 Required Special Inspections:

Steel construction- steel elements of building and structures. (Table 1704.3; exceptions section 1704.3)

Welding: special inspector shall perform inspection of the steel frame to verify compliance with the details on approved plans i.e. bracing stiffening, member locations and proper application of joint details at each connection. (Section 1704.3.1)

High-strength bolts shall have periodic inspection- determine that the requirements for bolts, nuts, washers and paint; bolted parts and installation and tightening are met. (Section 1704.3.3)

- Periodic monitoring- when using the turn-of-nut method
- Continuous monitoring- when using the calibrated wrench method or turn-of nut method without matchmarking

Concrete construction- inspection and verification of concrete. (Table 1704.4; exceptions section 1704.4)

Masonry construction- inspection and evaluation. (Sections 1704.5.1 – 1704.5.3; exception section 1704.5)

Wood construction- On site assemblies- special inspection of wood structural panel sheathing for grade and thickness, nominal size of framing members at adjoining panel edges, nail or staple diameter and length, number of fastener lines and spacing between fasteners and spacing at edge margins. (Section 1704.6.1)

NOTE: Recognizing that wood construction special inspector is not created by an accreditation agency, the City's building inspector will perform the inspection duties as described by the Building Code. Additionally, the Engineer-of-Record shall perform structural observations and file structural observation reports for the seismic-force resisting system and all of its components.

Soils- required for existing site soil conditions, fill placement and load-bearing requirements- exemption during placement of controlled fill 12" or less. (Section 1704.7)

Pile and Pier foundations- performed during the installation and testing of pile/pier foundations. (Sections 1704.8, 1704.9)

Spray fire-resistance materials- for material applied to structural elements and decks. (Section 1704.10)

Mastic and intumescent fire-resistant coatings- applied to structural elements and decks. (Section 1704.11)

EIFS- all applications, exemptions section 1704.12

Special cases determined by Building Official- alternate materials and systems, unusual design applications of material, in accordance with manufacturer specs. (Section 1704.13)

Smoke control- testing of system. (Section 1704.14)

Special Inspection for Seismic Resistance design Category D- Seismic-force-resisting systems (SFRS), designated seismic systems, architectural, mechanical and electrical components in structures. (Section 1707.1)

Structural Steel- continuous; except single-pass fillet welds not exceeding 5/16" in size, floor and roof deck welding. (Section 1707.2)

Structural Wood- continuous during field gluing of SFRS; periodic for nailing, bolting, anchoring and other fastening of SFRS, including shear walls, diaphragms, drag struts, braces, shear panels and hold-downs, except components with greater than 4" oc fastening spacing. (Section 1707.3)

Cold-formed steel framing- periodic during welding, periodic for screw attachment, bolting, anchoring and other fastening including struts, braces and hold-downs. (Section 1707.4)

Pier foundations- periodic during placement of reinforcement, continuous during placement of concrete. (Section 1707.5)

Storage racks/ access floors- periodic during anchorage of access floors and storage racks 8' or greater in height. (Section 1707.6)

Architectural components- buildings over 30' in height- periodic for erection and fastening of interior and/or exterior cladding or veneer over 5 psf, interior nonbearing wall weighing over 15 psf. (Section 1707.7)

Mechanical and electrical components- periodic during anchorage of electrical equipment for emergency or standby power systems, installation of piping systems intended to carry flammable, combustible or highly

toxic contents and their associated mechanical unit; during installation of HVAC ductwork that will contain hazardous materials, during the installation of vibration isolation systems that require a nominal clearance of 0.25 inches or less between the equipment support frame and restraint. (Section 1707.8)

Designated seismic system verifications- examine designated seismic systems requiring qualification. (Sections 1707.9 and 1708.5)

Seismic isolation system- periodic during fabrication and installation of isolator units and energy dissipation devices. (Section 1707.10)

City amendments to Chapter 17

Qualifications of special inspector; examination; certificate of listing: Qualifications, examinations and certificate of listing as special inspector in the City of Tustin shall be in accordance with the following: **(Section 1704.1.3)**

1. The special inspector shall be a qualified person approved by the building official. The special inspector shall furnish continuous inspection on the construction and work requiring his or her employment as prescribed in the applicable code. The special inspector shall report to the building official in writing, noting all code violations and other information as required on forms prescribed by the City of Tustin.
2. Each person applying for listing as a special inspector for the City of Tustin shall possess a valid certificate as a special inspector, issued upon presentation of evidence of successful completion of testing/examination by a testing agency, which is acceptable to the building official for each classification for which the person is applying. The building official may, on special occasion, administer an oral review and/or testing procedures which he or she may find appropriate.
3. Each person applying for listing as a special inspector for the City of Tustin shall pay a listing fee of twenty dollars (\$20.00) or as established by resolution of the city council for each classification payable with the application upon approval for listing.
4. A certificate of listing shall be issued to each such inspector who qualifies. A renewal fee of twenty dollars (\$20.00) or as established by resolution of the city council for each classification shall be charged on the anniversary date from the date of the original issuance, thereafter, at which time the special inspector may be subject to reexamination.
5. The building official may revoke any special inspector's certificate of listing at any time for due cause on written notice. This notice shall set forth the time and place evidence would be submitted to show cause why the certificates of listing should not be revoked.
6. Failure to appear at such hearing by the special inspector may result in immediate revocation of said inspector's certificate of listing.
7. Revocation of the certificate of listing does not exempt any further legal actions from the city.
8. Special inspector's certificate of listing is to be given only for the execution of work done under Chapter 17 of the California Building Code in the City of Tustin or for work specifically authorized by the building official.

Staff is available to answer your questions during office hours between 7:30 a.m. and 5:30 p.m. Monday through Thursday and 8:00 a.m. to 5:00 p.m. on Fridays. For additional information or staff assistance, we invite you to contact:

City of Tustin
Community Development Department
300 Centennial Way
Tustin, California 92780
(714) 573-3131 or 573-3132

In compliance with Federal regulations, the City of Tustin does not discriminate on the basis of race, color, national origin, age or disability.

OTHER USER GUIDES AVAILABLE

Signs
Pools and Spas
Residential Room Additions
Temporary Use Permits
Gazebos and Patio Covers
Reroofing
Furnaces
Water Heaters
Wood & Metal Fences
Masonry Fences & Walls
Patio Slabs & Walkways
Built-in Outdoor Barbecues
Suspended Ceilings
Drywall Installation
Commercial Tenant Improvements