

FAYETTE COUNTY STATEMENT OF SPECIAL INSPECTIONS

In accordance with the International Building Code (IBC), the registered design professional in responsible charge of acting as the owner's agent is required to hire an independent testing/inspection agency to perform required special inspections.

The design professional shall complete this process and provide it to the applicant when construction plans are submitted for plan review. The special inspectors assigned to any project within the jurisdiction shall be identified by the design professional and certified for the disciplines assigned.

A. Owner Responsibilities

1. The owner or the design professional in responsible charge acting as the owner's agent shall fund special inspection services. The owner is responsible for seeing that these requirements are met.

B. Registered Design Professional Responsibilities

1. The registered design professional in responsible charge (engineer or architect) shall include special inspection requirements and specifications on the plans.
2. Provide structural observation Per IBC Section 1704.6 requirements and specifications on the plans.
3. Prepare the Statement of Special Inspections in accordance with IBC Section 1704.2.3 and identify Structural Testing for Seismic Resistance per IBC section 1708 (when required). The statement of special inspections shall identify items fabricated on the premises of an approved fabricator where special inspections are not required by section 1704.2.1.
4. Review the special inspection reports and provide corrective action for work that may not conform to the approved plans.

C. Contractor's Responsibilities

1. Notify the agency. The contractor is responsible for notifying the inspection agency in sufficient time for scheduling personnel to perform required inspections.
2. Written statement of responsibility.
3. Provide access to Fayette County-approved plans. **The approved plans shall be readily accessible at the job site.**
4. Provide access to work. The contractor shall provide reasonable access to all work requiring special inspection.
5. Retaining special inspection reports at the job site. The contractor is also responsible for retaining all special inspection records submitted by the special inspector at the job site and providing these records for review by the Building Division's inspector upon request.
6. Provide a copy of the special inspector's credentials when the jurisdiction requests.

D. Duties of the Special Inspector

1. Observe the work. The inspector shall observe the work for compliance with the jurisdiction-approved plans, specifications, and applicable provisions of the IBC. The architect/engineer's reviewed shop drawings and/or placement drawings may be used only as an aid to inspections.
 - **Continuous Special Inspection** – The full-time observation of work requiring special inspection by an approved special inspector who is present in the area where the work is being performed.
 - **Periodic Special Inspection** – The part-time or intermittent observation of work requiring special inspection by an approved special inspector who is present in the area where the work is being performed and at the completion of the work.
2. Report non-conforming items. The inspector shall bring non-conforming items to the immediate attention of the contractor and note all such items in the daily report. If any item is not resolved in a timely manner and is about to be incorporated into the work, the special inspector shall immediately notify the engineer or architect of record. The special inspector shall immediately notify the building official if appropriate action is not taken by either the contractor, the engineer, or the architect of record to correct the non-conforming item(s).

3. Furnish daily reports. The special inspector shall complete a daily report for each day's inspections. The daily reports shall remain at the job site with the contractor for the building inspector. The reports shall include the following:
 - Name of the special inspector.
 - Description of the inspections, with locations and tests performed.
 - Listing any non-conforming items.
4. Include how items were resolved or unresolved.
5. List any changes or corrections to non-conforming issues authorized by the engineer, architect, or Building Division's inspectors.
6. Keep weekly reports. The inspection agency shall furnish weekly reports of the tests and inspections performed directly to the project engineer, architect, and/or others as designated.

E. Jurisdiction

The jurisdiction must review all daily and the final special inspection reports final to the final building inspection.

1. The permit holder shall submit all daily inspection reports and the final signed inspection report stating that all items requiring special inspections and testing were fulfilled, all discrepancies were corrected or resolved, and all work requiring special inspections conformed to the approved design drawings and specifications. Any items unresolved or discrepancies in coverage (i.e., missed inspections, periodic inspections when continuous was required, etc.) shall be specifically itemized in this report.
2. **All reports must be submitted in Sages via deferred submittal and approved before requesting the final building inspection.**