



# HERRIMAN CITY BUILDING DEPARTMENT

## SPECIAL INSPECTION AND TESTING AGREEMENT FOR ROCK/MASONRY WALLS

Project Name/Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Building Permit # \_\_\_\_\_

To permit applicants of projects requiring special inspections and/or testing per adopted building codes:

**BEFORE A PERMIT CAN BE ISSUED:** The Engineer of record, acting as the owner's agent, shall complete this agreement and submit it with the permit application.

Special inspection and testing agencies shall be designated by the Engineer of record and the scope of the required inspections clearly defined. This information shall be provided to the City with the permit application.

The following conditions are also applicable:

### A. Duties and responsibilities of the Special Inspector

1. **Observe work:** The special inspector shall observe the work for conformance with the Building Department approval, stamped plans and specification and applicable workmanship provisions of the adopted codes.
2. **Report nonconforming items:** The special inspector shall bring nonconforming items to the immediate attention of the contractor and note all such items in a report. If any item is not resolved in a timely manner or is about to be incorporated in the work, the special inspector shall notify the Building Department by telephone or in person, notify the engineer or architect, and post a discrepancy notice.

**B. Furnish final report:** The engineer of record or special inspector or agency shall submit a final, signed report to the Building Department stating that all items requiring special inspection and testing were fulfilled and reported and is, to the best of his/her knowledge, in conformance with the approved plans, specification, approved change orders and the applicable provisions of the adopted codes.

### C. Contractor Responsibilities

1. **Notify the special inspector:** The contractor is responsible for notifying the special inspector or agency when the wall(s) is/are ready for required inspections.
2. **Provide access to approved plans:** The contractor is responsible for providing the special inspector access to the approved plans on the job site.
3. **Retain special inspection records:** The contractor is also responsible for retaining at the job site all special inspection records submitted by the special inspector, and providing these records for review by the Building Department's inspector upon request.
4. **Final report:** The contractor is responsible to make sure the final special inspection report is provided to the Building Department for final approval of the permit.

**D. Owner's Responsibilities:**

1. **Employment of special inspector:** The owner shall employ the special inspector.
2. **Employment of Engineer of record:** The owner shall employ the Engineer responsible for the structural design or his designated engineer to make visits to the job site to observe general compliance with the approved structural plans, specifications, and change orders. The engineer shall submit a statement in writing to the building official stating the job site visits have been made and that any deficiencies noted have been corrected.

**E. Building Department Responsibilities**

1. **Approve special inspectors and requirements:** The Building Department shall approve all special inspectors and special inspection requirements.
2. **Monitor special inspection:** Work requiring special inspection and the performance of special inspectors shall be monitored by the Building Department. The approval of the Building Department must be obtained in addition to that of the special inspector.
3. **Final Approval:** The Building Department will provide final approval of the permit when the final special inspection report has been submitted and accepted.

**ACKNOWLEDGMENTS**

I have read and agree to comply with the terms and conditions of this agreement:

Owner:	By:	Date:
Contractor:	By:	Date:
Engineer of Record:	By:	Date:
*Special Inspectors as designated:	By:	Date:
	By:	Date:

*\*Attach copies of special inspectors' approved identification (certificate or license)*

Accepted for the Building Department by: \_\_\_\_\_ Date: \_\_\_\_\_