

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING DIVISION

411 Main Street, 2nd Floor | P.O. Box 3420, Chico, CA 95927 (530) 879-6700 | www.chicoca.gov

Application for Agency / Special Inspector Approval

SPECIAL INSPECTION AGENCY INFORMATION		
Agency / Inspector Name		Phone
Email	_ Contact	
Address		
City of Chico Business License No.		Expiration Date

Requirements for building official approval

A firm or individual seeking approval as a special inspector for projects in the City of Chico shall submit the following to the building official, electronically email documents to buildingdocs@chicoca.gov.

- 1. A letter from the agency or individual on which disciplines are sought for approval
- 2. Copy of a valid photo identification of each inspector
- 3. A resume including work history and experience
- **4.** An organizational chart depicting the responsible licensed professional and staff they supervise.
- 5. A copy of all current certifications for each inspector
- **6.** The firm submits the supplied GRID or certification guide to include all certified personnel to be reviewed for city approval.
- 7. An example of each report and form for each discipline the firm is seeking special inspection / lab approval.

Agency Accreditation

The building official may utilize any reasonable criteria for approval of a special inspection agency. An agency may submit required information to the building official as requested to determine suitability for the special inspection tasks to be undertaken. As an alternate, the agency may consider the International Accreditation Service (IAS) Special Inspection Agency Accreditation Program. The program requires special inspection agencies to operate under a quality management system that is documented in a manual and also requires the agency to be assessed in the field to determine if it is competent to perform specific inspections or types of inspections. IAS accreditation is based on the assessment of a special inspection agency's inspection procedures, the competence of its inspection staff, and its reporting procedures.

Agency / Inspector Name	

Approved Laboratory

To become an approved construction materials testing lab in California, follow these steps:

- 1. **Obtain Accreditation:** Ensure your lab meets the accreditation requirements set by recognized agencies such as AASHTO, CCRL, or ASTM.
- 2. **Meet Testing Standards:** Your lab must adhere to the latest testing standards and procedures as outlined by the relevant agencies.
- 3. **Conduct Quality Assurance:** Implement a rigorous Quality Assurance Program to verify the calibration of all test equipment and ensure consistent testing results.
- 4. **Provide Training:** Offer training for your staff on the latest testing methods and procedures to maintain proficiency and compliance.
- 5. **Maintain Compliance:** Regularly update your lab's practices to comply with industry standards and regulations.

The Application Fee covers the Building Official or Plan Examiner's time to verify the applicant's qualifications and update the City's list of Pre-Approved Special Inspectors.

If you should have any questions regarding the procedures for qualifying Special Inspectors, or for Special Inspection Application fee payment procedures, please call the Building Division (530) 879-6700 and ask for the Special Inspection Coordinator or email buildingdocs@chicoca.gov.

Special Inspector #	_ Name			
Special Inspector Signature				
Email				
Special Inspector #	_ Name			
Special Inspector Signature			_ Phone	
Email				
Special Inspector #	_ Name			
Special Inspector Signature			_ Phone	
Email				
Requested by:				
Company Representative				
Print Name		Signature		 Date

Agency / Inspector Name:			
Special Inspector #	Name		
Special Inspector Signature _			_ Phone
Email			
Special Inspector #	Name		
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Special Inspector #	Name		
Special Inspector Signature _			_ Phone
Email			
Building Division Use			
Fee Paid \$	Date	Record #	
Application Reviewed		Approved	

Pre-Approved Special Inspector Grid

To be filled out by agency or inspector to accompany special inspection application

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ertification Guidelines		OSHA 10 cert, with more than 1yr + and Metal Buildings Inst Quality and Craftsmanship Training Series or Ironworker Quality Construction Practices Metal Building systems training	ICC Commercial Building Inspector or Structural Engineer 2 yrs exp.	AWS CWI 5 Yrs Min or Per AWS	Hours of field experience as per - CP - 189 NDT or SNT-TC 1 a NDT. As per relevant provision for Level II	AWS CWI 5 Yrs Min or Per AWS	ICC Structural Steel and Bolting 2 Yrs	ICC Reinforced concrete or ACI Concrete Construction 2 Yrs	ICC Prestressed & ICC Reinforced Concrete 2 Yrs	ACI Concrete Field Testing + requires an approved laboratory and Engineer	ACI Post Installed Concrete Anchor Installation Inspector 2 Yrs	ICC Structural Masonry 2 Yrs single story, 5 Yrs multiple stories	ICC Commercial Building Inspector, structural, Civil Engineer, or Architect of Record	ICC Soils (ICC or NICET II (geotechnic construction, constructio material testir soils) Nuclear Gau 2 Yrs
Crimounon Guidennes		1	2 yıs exp.	3	4	5	6	7	8	9	10	11	12	13
						High-Pressure	Steel		Concrete		Post-Installed Structural Anchors in		Wood Construction,	
mployee Name	Insp#	_	Structural Cold- formed steel	Steel (Welding)	Nondestructive Testing NDT	High-Pressure steam Piping (Welding)	Steel (High-strength Bolting)	Reinforced Concrete	Concrete Construction Pre- stressed / Precast	Concrete Field Testing	Structural	Masonry Construction	Construction, Roof & Shear	Soils / Compa
nployee Name	Insp#	_		Steel (Welding)	-	steam Piping	(High-strength		Construction Pre-		Structural Anchors in Concrete or	-	Construction, Roof & Shear	Soils / Compa
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Pre-Approved Special Inspector Grid

To be filled out by agency or inspector to accompany special inspection application

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ICC Soils or NICETII (geotechnical construction, or construction material testing, QSP, QSD 2 Yrs	NICET II (geotechnical engineer, civil engineer, structural engineer 2 Yrs 15	ICC Commercial Mechanical Inspector 16	ICC Commercial Mechanical Inspector or ICC Residiential Mechanical Inspector	IRDP, PE, BS Engineering / Architecture where licensing is not practiced 18	ICC Spray-aapplied Fireproofing and ONE OF THE TWO following certsUL Firestop Examination or -FM Firestop Examination or -IFC Firestop Special Inspector 3 Yrs	AWCI EIFS Inspector 3 Yrs 20	ICC Commercial Building Inspector 21	ICC Commercial Building Inspector with 5 yrs of exp in high-rise building constr /maint /restoration /design /engineering. Insp or as per provision of AHJ. Conversatant with ASTM E2270 and E2841 and the following: -Factors relevant to historic buildings -Investigation and data collection techniques material and repair techniquest	UL Firestop Examination or FM Firestop Examination or IFC Firestop Special Inspector 2 Yrs	AABC, NEBB or other equivalent Balancing Technician cert for personnel, and if subcontracted NEED/AABC or other eqivalent accreditation for agency subcontractor	As Required and approved by Building Official 25	EOR, or AOR 26	ICC Commercial Mechanical Inspector & ICC Commercial Plumbing Inspector or Above ground Storage Tank Inspector -Fire Insp with spec training tanks / Underground storage tanks	NICET II (geotechnical engineer or civil engineer, or construction material testing or soils) 28
Site, Storm, Drainage, Disposal and Detention	Pier and Pile Foundations	Commercial Mechanical Systems	Heating System	Seismic Isolation Systems	Spay-applied, Fire- resistant Materials/ Intumescent Fire- resistant Coatings / Mastic Fire-resistive Coatings	Exterior Insulation and finish Systems (EIFS)	Wall Panels, Curtain Walls and Veneers	Façade Inspection, as per Owner's Contract Provisions	Firestop Systems	Smoke Control Systems	Special Cases	Structural Safety Stability and Demo	Fuel-Oil Storage and Piping Systems	Excavation Sheeting, Shoring and Bracing
Drainage, Disposal and		Mechanical	Heating System		resistant Materials/ Intumescent Fire- resistant Coatings / Mastic Fire-resistive	and finish Systems	Curtain Walls	Owner's Contract	•		Special Cases	Stability and	and Piping	Sheeting, Shoring
Drainage, Disposal and		Mechanical	Heating System		resistant Materials/ Intumescent Fire- resistant Coatings / Mastic Fire-resistive	and finish Systems	Curtain Walls	Owner's Contract	•		Special Cases	Stability and	and Piping	Sheeting, Shoring
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