



City of Woodburn  
 Building Department  
 270 Montgomery Street  
 Woodburn, OR 97071  
 Phone: 503-982-5246  
[www.ci.woodburn.or.us](http://www.ci.woodburn.or.us)

Building Permit #	Date
Project Title	
Project Address	

**SPECIAL INSPECTION AND TESTING**

To applicants of projects requiring Special Inspection or Testing as per Section 1704.1 of the Oregon Structural Specialty Code, please review the information below, acknowledge an understanding of the information by signing below, and return this form to the City.

**BEFORE A PERMIT CAN BE ISSUED:** The Owner or their representative, on the advice of the *responsible Project Engineer or Architect, shall complete, sign, and submit to* this Department for review and approval, two (2) copies of the this "Verification and Inspection Schedule".

The Owner and General Contractor, where applicable, shall also acknowledge the following conditions applicable to Special Inspection and/or Testing.

1. Contractor is responsible for proper notification to the Inspecting or Testing Agency for items listed.
2. Testing laboratory only should take samples and transport them to their laboratory.
3. Copies of all laboratory reports and inspections are to be sent directly to the City by the Testing Agency. All reports and correspondence shall contain permit, project title and project address.
4. Inspection Agency to submit names and qualifications of on-site Special Inspectors to the City for approval.
5. Special Inspectors shall provide appropriate reports to this Department of all inspection activity.
6. It is the responsibility of the Contractor to review City approved plans for additional inspection or testing requirements that may be noted.
7. **BEFORE A CERTIFICATE OF OCCUPANCY PERMIT CAN BE ISSUED:** The Inspection Agency shall submit a statement that all items requiring testing and inspection have been fulfilled and reported. Those items not tested and/or inspected shall be noted in this statement. Copy of statement to be maintained at the job site for City's Building Inspector's review prior to final inspections.

**ACKNOWLEDGMENTS**

\_\_\_\_\_  
 Owner Name (Printed)

\_\_\_\_\_  
 Owner Signature

\_\_\_\_\_  
 Project Engineer or Architect Firm Name (Printed)

\_\_\_\_\_  
 Project Engineer or Architect Firm Signature

\_\_\_\_\_  
 General Contractor Name (Printed)

\_\_\_\_\_  
 General Contractor Signature

\_\_\_\_\_  
 Testing Laboratory Name (Printed)

\_\_\_\_\_  
 Testing Laboratory Signature

\_\_\_\_\_  
 Special Inspection Agency Firm Name (Printed)

\_\_\_\_\_  
 Special Inspection Agency Signature

\_\_\_\_\_  
 Building Official Name (Printed)

\_\_\_\_\_  
 Building Official Signature

TABLE 1705.2

REQUIRED VERIFICATION AND INSPECTION OF STEEL CONSTRUCTION

CHECK HERE ↓	VERIFICATION AND INSPECTION	CONTINUOUS	PERIODIC	REFERENCED STANDARD
	<b>1. Material verification of high-strength bolts, nuts and washers:</b>			
	a. Identification markings to conform to ASTM standards specified in the approved construction documents.		X	AISC 360, Section A3.3 ASTM material standards
	b. Manufacturer's certificate of compliance required.		X	
	<b>2. Inspection of high-strength bolting:</b>			
	a. Snug-tight joints.		X	AISC 360, Section M2.5
	b. Pre-tensioned and slip-critical joints using turn-of-nut with match marking, twist-off bolt or direct tension indicator methods of installation.		X	
	c. Pre-tensioned and slip-critical joints using turn-of-nut without match marking or calibrated wrench methods of installation.	X		
	<b>3. Material verification of structural steel:</b>			
	a. For structural steel, identification markings to conform to AISC 360.		X	AISC 360, Section M5.5
	b. For other steel, identification marking to conform to ASTM standards specified in the approved construction documents.		X	Applicable ASTM material standards
	c. Manufacturer's certified mill test reports.		X	
	<b>4. Material verification of weld filler materials:</b>			
	a. Identification markings to conform to AWS specification in the approved construction documents.		X	AISC 360, Section A3.5 and applicable AWS A5 documents
	b. Manufacturer's certificate of compliance required.		X	—
	<b>5. Inspection of welding:</b>			
	a. Structural steel and cold-formed steel deck:			AWS D1.1
	1) Complete and partial penetration groove welds.	X		
	2) Multi-pass fillet welds.	X		
	3) Single-pass fillet welds > 5/16"	X		
	4) Plug and slot welds.	X		
	5) Single-pass fillet welds ≤ 5/16"		X	
	6) Floor and roof deck welds.			AWS D1.3
	b. Reinforcing steel:			AWS D1.4 ACI 318: Section 3.5.2
	1) Verification of weld ability of reinforcing steel other than ASTM A 706.		X	
	2) Reinforcing steel-resisting flexural and axial forces in intermediate and special moment frames, and boundary elements of special structural walls of concrete and shear reinforcement.	X		
	3) Shear reinforcement.	X		
	4) Other reinforcing steel.		X	
	<b>6. Inspection of steel frame joint details for compliance:</b>			
	a. Details such as bracing and stiffening.		X	
	b. Member locations.		X	
	c. Application of joint details at each connection.		X	

[Type here]

**TABLE 1705.3  
REQUIRED VERIFICATION AND INSPECTION OF CONCRETE CONSTRUCTION**

<b>CHECK HERE ↓</b>	<b>VERIFICATION AND INSPECTION</b>	<b>CONTINUOUS</b>	<b>PERIODIC</b>	<b>REFERENCED STANDARD</b>	<b>IBC REFERENCE</b>
	1. Inspection of reinforcing steel, including pre-stressing tendons, and placement.		X	ACI 318: 3.5,7.1-7.7	1910.4
	2. Inspection of reinforcing steel welding in accordance with Table 1705.2.2, Item 2b.			AWS D1.4 ACI 318: 3.5.2	
	3. Inspection of anchors cast in concrete where allowable loads have been increased or where strength design is used.		X	ACI 318: 8.1.3, 21.1.8	1908.5, 1909.1
	4. Inspection of anchors post- installed in hardened concrete members (b).		X	ACI 318: 3.8.6, 8.1.3, 21.1.8	1909.1
	5. Verifying use of required design mix.		X	ACI 318: Ch. 4, 5.2-5.4	1904.2.2, 1910.2, 1910.3
	6. At the time fresh concrete is sampled to fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of the concrete.	X		ASTM C 172 ASTM C 31 ACI 318: 5.6, 5.8	1910.10
	7. Inspection of concrete and shotcrete placement for proper application techniques.	X		ACI 318: 5.9, 5.10	1910.6, 1910.7, 1910.8
	8. Inspection for maintenance of specified curing temperature and techniques.		X	ACI 318: 5.11-5.13	1910.9
	9. Inspection of pre-stressed concrete: a. Application of pre-stressing forces. b. Grouting of bonded pre-stressing tendons in the seismic-force-resisting system.	X X		ACI 318: 18.20 ACI 318: 18.18.4	
	10. Erection of precast concrete members.		X	ACI 318: Ch.16	
	11. Verification of in-situ concrete strength, prior to stressing of tendons in post-tensioned concrete and prior to removal of shores and forms from beams and structural slabs.		X	ACI 318: 6.2	
	12. Inspect formwork for shape, location and dimensions of the concrete member being formed.		X	ACI 318: 6.1.1	

- a. Where applicable, .see also Section 1705.11, Special inspection for seismic resistance.
- b. Specific requirements for special inspection shall be included in the research report for the anchor issued by an approved source in accordance with ACI 355.2 or other qualification procedures. Where specific requirements are not provided, special inspection requirements shall be specified by the registered design professional and shall be approved by the building official prior to the commencement of the work.

**TABLE 1705.6  
REQUIRED VERIFICATION AND INSPECTION OF SOILS**

<b>CHECK HERE ↓</b>	<b>VERIFICATION AND INSPECTION TASK</b>	<b>CONTINUOUS DURING TASK LISTED</b>	<b>PERIODICALLY DURING TASK LISTED</b>
	1. Verify materials below shallow foundations are adequate to achieve the design bearing capacity.		X
	2. Verify excavations are extended to proper depth and have reached proper material.		X
	3. Perform classification and testing of compacted fill materials.		X
	4. Verify use of proper materials, densities and lift thicknesses during placement and compaction of compacted fill.	X	
	5. Prior to placement of compacted fill, observe subgrade and verify that site has been prepared properly.		X

**TABLE 1705.7  
REQUIRED VERIFICATION AND INSPECTION OF DRIVEN DEEP FOUNDATIONS ELEMENTS**

<b>CHECK HERE ↓</b>	<b>VERIFICATION AND INSPECTION TASK</b>	<b>CONTINUOUS DURING TASK LISTED</b>	<b>PERIODICALLY DURING TASK LISTED</b>
	1. Verify element materials, sizes and lengths comply with the requirements.	X	
	2. Determine capacities of test elements and conduct additional load tests, as required.	X	
	3. Observe driving operations and maintain complete and accurate records for each element.	X	
	4. Verify placement locations and plumb-ness, confirm type and size of hammer, record number of blows per foot of penetration, determine required penetrations to achieve design capacity, record tip and butt elevations and document any damage to foundation element.	X	
	5. For steel elements, perform additional inspections in accordance with Section 1705.2.	—	---
	6. For concrete elements and concrete-filled elements, perform additional inspections in accordance with Section 1705.3.	—	---
	7. For specialty elements, perform additional inspections as determined by the registered design professional in responsible charge.	—	---

**TABLE 1705.8**

**REQUIRED VERIFICATION AND INSPECTION OF CAST-IN-PLACE DEEP FOUNDATION ELEMENTS**

<b>CHECK HERE ↓</b>	<b>VERIFICATION AND INSPECTION TASK</b>	<b>CONTINUOUS DURING TASK LISTED</b>	<b>PERIODICALLY DURING TASK LISTED</b>
	1. Observe drilling operations and maintain complete and accurate records for each element.	X	
	2. Verify placement locations and plumb-ness, confirm element diameters, bell diameters (if applicable), lengths, embedment into bedrock (if applicable) and adequate end-bearing strata capacity. Record concrete or grout volumes.	X	
	3. For concrete elements, perform additional inspections in accordance with Section 1705.3	—	—

**FIREPROOFING:**                     Placement                     Density tests                     Thickness tests                     Inspect batching (1705.13)

**MASTIC & INTUMESCENTS:**  Placement (1705.14)

**EXTERIOR INSULATION AND FINISH SYSTEMS (EIFS):**                     Placement (1705.15)

**SMOKE CONTROL:**     Leakage testing                     Control verification (1705.17)

**WOOD CONSTRUCTION:**  Shear wall nailing     Shear wall anchors     Glulam fabrication \* \_\_\_\_\_ T/C psi

(1705.5, 1705.5.1)  I joist fabrication     Sample and test components

**STEEL:**     Fabrication welding of steel accessories

**MASONRY CONSTRUCTION:**     Masonry construction shall be inspected and verified in accordance with TMS 402/ACI530/ASCE 5 and TMS 502/ACI530.1/ASCE 6 quality assurance program requirements. (1705.4)

**HELICAL PILE FOUNDATIONS:**     Special inspection shall be performed continuously during installation of helical pile foundations. (1705.8)

**ADDITIONAL INSTRUCTIONS, OTHER TEST, & INSPECTIONS:**

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(IS THIS LIST CONTINUED ON AN ATTACHED SHEET? (Y / N)

**\*PROVIDE STRENGTH REQUIRED BY ARCHITECT OR ENGINEER OR CONTRACT DOCUMENT LOCATION OF VALUES**  
All inspections are continuous, unless specifically marked in the periodic inspection section and scope of work attached