



City of Nashua
Department of Building Safety
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019
Tel: 603.589.3080 • Fax: 603.589.3119



Condition of Building Permit

Address _____ P/Acct # _____
Permit/Project# _____ Submitted by _____ Date _____

Architect/Engineer Responsibilities During Construction

When the laws of the State of New Hampshire require that construction documents be prepared by registered architects or engineers, the registered architects or engineers who have prepared plans, computations and specifications or the registered architects or registered engineers who have been retained to perform construction phase services, shall perform the following tasks for the portion of the work for which they are directly responsible:

1. Review, for conformance to the design concept, shop drawings, samples and other submittals, which are submitted by the contractor in accordance with the requirements of the construction documents.
2. Review and approval of the quality control procedures for all code-required controlled materials, structural tests and special inspections.
3. Be present at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine, in general, if the work is being performed in a manner consistent with the construction documents and accepted engineering practice.

Statement of Special Inspections

Special Inspections shall be performed as required by and in accordance with the adopted 2015 Edition of the International Building Code Chapter 17 “Special Inspections and Testing” and all references there from. The professional engineer shall provide a written statement of Special Inspections or may complete and file the attached Schedule of Special Inspection Services along with any supplemental documentation as may be needed.

Final Report of Special Inspections

The professional engineer shall submit a Final Report of Special Inspections including a general statement that the work has been performed in a manner consistent with the construction documents and accepted engineering practice.



Statement of Special Inspections

City of Nashua, Building Department

Project:

Location:

Owner:

Owner's Address:

Architect of Record:

Structural Engineer of Record:

This Statement of Special Inspections is submitted as a condition for permit issuance in accordance with the Special Inspection requirements of the State of NH Building Code. It includes a Schedule of Special Inspection Services applicable to this project as well as the name of the Special Inspector and the identity of other approved agencies intended to be retained for conducting these inspections.

The Special Inspector shall keep records of all inspections and shall furnish inspection reports to the Building Official, Structural Engineer and Architect of Record. Discovered discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official, Structural Engineer and Architect of Record. The Special Inspection program does not relieve the Contractor of his or her responsibilities.

Interim reports shall be submitted to the Building Official, Owner, Structural Engineer and Architect of Record.

A Final Report of Special Inspections documenting completion of all required Special Inspections and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy.

Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Interim Report Frequency:

or per attached schedule.

Prepared by:

(type or print name)

Signature

Date

Design Professional
Seal

Owner's Authorization:

Building Official's Acceptance:

Signature

Date

Signature

Date

Schedule of Special Inspection Services

The following sheets comprise the required schedule of special inspections for this project. The construction divisions which require special inspections for this project are as follows:

- | | |
|---|---|
| <input type="checkbox"/> Special Cases <input type="checkbox"/> Open Web Steel Joist & girders <input type="checkbox"/> Wood Construction <input type="checkbox"/> Soils <input type="checkbox"/> Wind Resistance | <input type="checkbox"/> Structural Steel <input type="checkbox"/> Concrete Construction <input type="checkbox"/> Masonry Construction <input type="checkbox"/> Foundations <input type="checkbox"/> Seismic – Steel Construction |
|---|---|

| Inspection Agents | Firm | Address |
|-----------------------|------|---------|
| 1. Special Inspector | | |
| 2. Testing Laboratory | | |
| 3. Testing Laboratory | | |
| 4. Other | | |

Note: The qualifications of all personnel performing Special Inspection activities are subject to the approval of the Building Official.

The inspection and testing agent shall be engaged by the Owner or the Owner’s Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work.

The credentials of all Inspectors and testing technicians shall be provided if requested.

It is recommended that the person administering the Special Inspections program be a Professional Engineer experienced in the design of buildings.

| Key for Minimum Qualifications of Inspection Agents (where indicated on Schedules) | |
|--|---|
| PE | Professional Engineer |
| EIT | Engineering in Training |
| ACI | American Concrete Institute Certified Concrete Field Testing Technician |
| AWS | American Welding Society Certified Welding Inspector |
| ASNT | American Society of Non-Destructive Testing - Level II or III |

Qualifications of inspection agents may be indicated on the Schedule in instances where the Structural Engineer deems such requirements are appropriate.

Special Cases Section 1705.1.1

| Item | Agent No. | Scope |
|------|-----------|-------|
| | | |
| | | |
| | | |

Steel Construction Section 1705.2

| Item | Agent No. | Scope |
|---------------------------------------|-----------|--|
| Structural steel Section 1705.2.1 | | Special inspections and nondestructive testing of structural steel elements in bldgs., structures and portions thereof shall be in accordance with the quality assurance inspection requirements of AISC 360 |
| Cold-form steel deck Section 1705.2.2 | | Special Inspections and qualification of welding special inspectors for cold-formed steel and roof deck shall be in accordance with the quality assurance inspection requirements of SDI QA/QC |

Open-web steel joist and girders Table 1705.2.3

| Item | Agent No. | Frequency |
|---|-----------|-----------|
| Installation of open-web steel joist and joist girders | | |
| a. End connections – welding or bolted | | Periodic |
| b. Bridging – horizontal or diagonal | | Periodic |
| 1. Standard bridging | | Periodic |
| 2. Bridging that differs from the SJI specifications listed in Section 2207.1 | | Periodic |

Concrete Construction Table 1705.3

| Item | Agent No. | Frequency/Scope |
|--|-----------|------------------------------------|
| 1. Inspect reinforcement, including pre-stressing tendons, and placement. | | Periodic |
| 2. Reinforcing bar welding a) Verify weldability of reinforcing bars other than ASTM A 706 b) Inspect single-pass fillet welds, maximum 5/16" and c) Inspect all other welds | | Periodic Periodic Continuous |
| 3. Inspection of anchors cast in concrete. | | Periodic |
| 4. Inspect anchors post-installation in hardened concrete members. a. Adhesive anchors installed in horizontally or upwardly inclined orientations to resist sustained tension loads b. Mechanical anchors and adhesive anchors not defined in 4a. | | Continuous Periodic |
| 5. Verify use of required mix | | Periodic |
| 6. Prior to concrete placement, fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of concrete. | | Continuous |
| 7. Inspection of concrete and shotcrete placement for proper application techniques. | | Continuous |
| 8. Verify maintenance of specified curing temperature and techniques. | | Periodic |
| 9. Inspect pre-stressed concrete for: a) Application of pre-stressing forces and b) Grouting of bonded pre-stressing tendons. | | Continuous |
| 10. Inspect erection of precast concrete members. | | Periodic |
| 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. | | Periodic |
| 12. Inspect formwork for shape, location and dimensions of concrete members being formed. | | Periodic |

Masonry Construction Section 1705.4

| Item | Agent No. | Scope |
|---|-----------|---|
| Masonry construction | . | Special inspections and testing of masonry construction shall be performed in accordance with the quality assurance program requirements of TMS 402/ACI 530/ASCE 5 and TMS 602/ACI 530.1/ASCE 6 |
| Empirically designed masonry, glass unit masonry and masonry veneer in Risk Category IV | | Special inspections and testing for empirically designed masonry, glass unit masonry or masonry veneer where part of a structure classified as Risk Category IV shall be performed in accordance with the quality assurance program requirements of TMS 402/ACI 530/ASCE 5 Level B Quality Assurance. |

Wood Construction Section 1705.5

| Item | Agent No. | Scope |
|---|-----------|----------|
| High-load diaphragms | | Periodic |
| Bracing of metal-plate-connected wood trusses spanning 60 feet or greater | | Periodic |

Inspection and Testing of Soils Table 1705.6

| Item | Agent No. | Scope |
|--|-----------|------------|
| 1. Verify materials below shallow foundations are adequate to achieve the design bearing capacity. | | Periodic |
| 2. Verify excavations are extended to proper depth and have reached proper material. | | Periodic |
| 3. Perform classification and testing of compacted fill materials. | | Periodic |
| 4. Verify use of proper materials, densities and lift thickness during placement and compaction of compacted fill. | | Continuous |
| 5. Prior to placement of compacted fill, inspect subgrade and verify that site has been prepared properly. | | Periodic |

Driven Deep Foundation Elements Table 1705.7

| Item | Agent No. | Frequency/Scope |
|--|-----------|-----------------|
| 1. Verify element materials, sizes and lengths comply with the requirements. | | Continuous |
| 2. Determine capacities of test elements & conduct additional load tests, as required. | | Continuous |
| 3. Inspect driving operations and maintain complete and accurate records for each element. | | Continuous |
| 4. Verify placement locations & plumbness, 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 | | Continuous |
| 5. For steel elements, perform additional special inspections in accordance with Section 1705.2 | | — |
| 6. For concrete elements and concrete-filled elements, perform tests and additional special inspections in accordance with Section 1705.3 | | — |
| 7. For specialty elements, perform additional inspections as determined by the registered design professional in responsible charge. | | — |

Cast in Place Deep Foundations Table 1705.8

| Item | Agent No. | Frequency/Scope |
|--|-----------|-----------------|
| 1. Inspect drilling operations and maintain complete and accurate records for each element. | | Continuous |
| 2. Verify placement, locations, and plumbness; confirm element diameters, bell diameters, lengths, embedment into bedrock and adequate end-bearing strata capacity. Record concrete or grout volumes | | Continuous |
| 2. For concrete elements, perform tests and additional special inspections in accordance with Section 1705.3. | | — |

Helical Foundations Section 1705.9

| Item | Agent No. | Frequency/Scope |
|---|-----------|-----------------|
| Information recorded shall include but not limited to the equipment used, pile dimensions, tip elevations, final depth and final installation torque. | | Continuous |

Wind Resistance Section 1705.11

| Item | Agent No. | Frequency/Scope |
|---|-----------|-----------------|
| Structural wood field gluing operations | | Continuous |
| Structural wood nailing, bolting, anchoring and fastening | | Periodic |
| Cold-formed steel light-framed construction connections of wind-force resisting systems | | Periodic |
| Wind-resisting components | | Periodic |
| 1. Roof covering, roof framing and roof framing connections. | | Periodic |
| 2. Exterior wall covering and wall connections to roof and floor diaphragms and framing | | Periodic |

Seismic Resistance Section 1705.12

| Item | Agent No. | Frequency/Scope |
|--|-----------|-----------------|
| Structural steel in the seismic force-resisting systems | | Periodic |
| Structural steel elements in the seismic force-resisting systems | | Periodic |

Project: _____

Proj #: _____

Location : _____

Prop Acct: _____

Permit Applicant: _____

Applicant's address: _____

Architect of record: _____

Structural Engineer of Record: _____

FINAL REPORT OF SPECIAL INSPECTIONS

To the best of my information, knowledge, and belief, the special inspections required for this project have been satisfactorily completed, and I have been present at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and I have determined, in general, that the work was performed in a manner consistent with the construction documents and accepted engineering practice.

The following discrepancies that were outstanding since the last interim report dated have been corrected:

Building Official's Acceptance:

Signature

Date



Architect or Engineer's Seal

Signature

Date

Type or print name

Date

This report must be filed with the Nashua Building Official before a Certificate of Occupancy will be issued.