

## Special Inspections

Planning and Development Services Department

[www.opkansas.org](http://www.opkansas.org)

Special inspections are in addition to the standard inspections required to be performed by the building official. Construction or work which requires special inspection shall remain accessible and exposed for special inspection purposes.

The registered design professional in responsible charge is required to prepare a statement of intent for special inspections. The statement of intent is required to be submitted to the building official as part of the permit application. Attached to this document is a “Statement of Intent” form that can be utilized.

Each special inspector or special inspection agency employed to perform special inspections is required to submit a letter to the building official indicating that they have been employed by the owner and which inspections they will be performing. The City’s plans examiner will ensure that the letter covers all inspections as depicted in the Statement of Intent.

The special inspector or special inspection agency shall be qualified to perform the special inspections. They are required to perform all applicable inspections and tests as prescribed in the codes. A special inspector must be from an agency approved by City of Overland Park, that is regularly engaged in conducting tests, furnishing inspection services, or furnishing product certification, and must be objective, competent, and independent from the contractor responsible for the work being inspected.

A contractor is allowed to hire the approved agencies themselves when they are also the owner of the project being inspected. The registered design professional in responsible charge and engineers of record involved on the project are allowed to work as the special inspectors, so long as they are qualified to perform such work.

Special inspections are not required for accessory U occupancies, for portions of the structure designed and built according to Section 2211.1.2, or for portions of the structure designed and built according to Section 2308.

Special inspectors shall keep accurate records of all inspections. The inspection reports shall indicate that the work inspected was or was not completed in conformance to approved construction documents. Discrepancies shall be brought to the immediate attention of the contractor. If the discrepancies are not corrected, they shall be brought to the attention of the building official and the registered design professional in responsible charge prior to the completion of that phase of work.

When all work requiring special inspection has been completed, a final report documenting the completion of required special inspections shall be submitted to [permitservices@opkansas.org](mailto:permitservices@opkansas.org). The report shall include all inspection reports and the correction of any noted discrepancies. The City’s form titled “Final Report - Special Inspections” shall be completed and submitted with the final report. A copy of this form is attached. When there are multiple buildings on a site, a separate form shall be submitted for each permitted structure.

It is important to note that the form be properly filled out. Forms that lack permit numbers and addresses will result in the final report not being accepted.

Certificates of Occupancy will not be issued unless the Final Special Inspections report has been submitted and approved.

Content of statement of special inspections:

1. Materials, systems, components, and work required to be inspected, or tests for each portion of the work.
2. Type and extent of each special inspection.
3. Type and extent of each test.
4. Additional requirements for seismic or wind resistance.
  - a. Identify designated seismic systems to be inspected.
  - b. Identify seismic force-resisting systems to be inspected.
  - c. Identify the main wind-force-resisting systems and wind-resisting components to be inspected.
5. For each type, identify if it will be a continuous special inspection, a periodic special inspection, or performed in accordance with the notation used in the reference standard where the inspections are defined.

***The City of Overland Park does not warrant the accuracy, completeness, or timeliness of the information contained in this handout. To verify the city requirements please refer to the official version of the Municipal Code.***

## Statement of Intent - Special Inspections

Planning and Development Services Department

[www.opkansas.org](http://www.opkansas.org)

PROJECT NAME: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

During construction of the referenced project, it is intended that special inspection as outlined in Chapter 17 of the 2018 International Building Code be provided for by the owner. The following areas of work will require special inspection

**INSPECTION OF SPECIAL CASES per Section 1705.1.1**

- Engineered retaining walls

**INSPECTION OF STEEL CONSTRUCTION per Section 1705.2 and Table 1705.2.3**

- Steel fabrication process
- Structural steel
- Cold-formed steel deck
- Open-web steel joists and joist girders.
- Cold-formed steel trusses spanning 60 feet or greater

**INSPECTION OF CONCRETE per Section 1705.3 and Table 1705.3**

- Welding of reinforcing bars
- Material tests
- Inspection of reinforcement, including prestressing tendons, and verify placement
- Reinforcing bar welding
- Inspect anchors post-installed in hardened concrete members
- Verify use of required design mix **(a)**
- Prior to concrete placement, fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of the concrete **(a)**
- Inspect concrete and shotcrete placement for proper application techniques **(a)**

- Verify maintenance of specified curing temperature and techniques **(a)**

- Inspect pre-stressed concrete
- Inspect erection of precast concrete members
- Verify 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

**INSPECTION OF MASONRY per 1705.4**

**INSPECTION OF WOOD CONSTRUCTION per Section 1705.5**

**INSPECTION OF SOILS per 1705.6 and Table 1705.6**

- Verify materials below shallow foundations are adequate to achieve the design bearing capacity
- Verify excavations are extended to proper depth and have reached proper material
- Perform classification and testing of compacted fill materials
- Verify use of proper materials, densities and lift thicknesses during placement and compaction of compacted fill
- Prior to placement of compacted fill, inspect subgrade and verify that site has been prepared properly

**INSPECTION OF DRIVEN DEEP FOUNDATIONS per Section 1705.7 and Table 1705.7**

- Verify elements materials, sizes and lengths comply with the requirements
- Determine capacities of test elements and conduct additional load tests, as required
- Inspect driving operations and maintain complete and accurate records for each element
- Verify placement locations and 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

**INSPECTION OF CAST-IN-PLACE DEEP FOUNDATIONS per Section 1705.8 and Table 1705.8**

- Inspect drilling operations and maintain complete and accurate records for each element
- Verify placement locations and plumbness, confirm element diameters, bell diameters (if applicable), lengths, embedment into bedrock (if applicable) and adequate end-bearing strata capacity. Record concrete or grout volumes

**INSPECTION OF HELICAL PILE FOUNDATIONS per Section 1705.9**

- **INSPECTION OF FABRICATED ITEMS per Section 1705.10**
- **INSPECTION OF WIND RESISTANCE per Section 1705.11**
- **INSPECTION OF SEISMIC RESISTANCE per Sections 1705.12 and 1705.13**
- **INSPECTION OF SPRAYED FIRE-RESISTANT MATERIALS per 1705.14**
- **INSPECTION OF MASTIC AND INTUMESCENT FIRE-RESISTANT COATINGS per Section 1705.15**
- **INSPECTION OF EXTERIOR INSULATION AND FINISH SYSTEMS (EIFS) per Section 1705.16**
- **INSPECTION OF FIRE-RESISTANT PENETRATIONS AND JOINTS per Section 1705.17**
- **INSPECTIONS OF SMOKE CONTROL per Section 1705.18**

*(a) If special inspection of concrete is undertaken, this inspection activity is required.*

Design Professional in Charge: \_\_\_\_\_

Signature: \_\_\_\_\_

## Final Report - Special Inspections

Planning and Development Service Department

[www.opkansas.org](http://www.opkansas.org)

**BLD NUMBER:** \_\_\_\_\_

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**SPECIAL INSPECTION AGENCY OR AGENT:** \_\_\_\_\_

This is to certify that I or qualified individual(s) working under my direction inspected and/or tested the following items in accordance with the Statement of Intent - Special Inspections and Chapter 17 of the 2018 International Building Code. The work was found to be in substantial compliance with the City approved plans, specifications, and applicable provisions of the City of Overland Park building code.

- |                                                                                                           |                                                                                                           |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> INSPECTION OF SPECIAL CASES per Section 1705.1.1 _____                           | <input type="checkbox"/> INSPECTION OF HELICAL PILE FOUNDATIONS per Section 1705.9                        |
| <input type="checkbox"/> INSPECTION OF STEEL CONSTRUCTION per Section 1705.2 and Table 1705.2.3           | <input type="checkbox"/> INSPECTION OF FABRICATED ITEMS per Section 1705.10                               |
| <input type="checkbox"/> INSPECTION OF CONCRETE per Section 1705.3 and Table 1705.3                       | <input type="checkbox"/> INSPECTION OF WIND RESISTANCE per Section 1705.11                                |
| <input type="checkbox"/> INSPECTION OF MASONRY per 1705.4                                                 | <input type="checkbox"/> INSPECTION OF SEISMIC RESISTANCE per Sections 1705.12 and 1705.13                |
| <input type="checkbox"/> INSPECTION OF WOOD CONSTRUCTION per Section 1705.5                               | <input type="checkbox"/> INSPECTION OF SPRAYED FIRE-RESISTANT MATERIALS per 1705.14                       |
| <input type="checkbox"/> INSPECTION OF SOILS per 1705.6 and Table 1705.6                                  | <input type="checkbox"/> INSPECTION OF MASTIC AND INTUMESCENT FIRE-RESISTANT COATINGS per Section 1705.15 |
| <input type="checkbox"/> INSPECTION OF DRIVEN DEEP FOUNDATIONS per Section 1705.7 and Table 1705.7        | <input type="checkbox"/> INSPECTION OF EXTERIOR INSULATION AND FINISH SYSTEMS (EIFS) per Section 1705.16  |
| <input type="checkbox"/> INSPECTION OF CAST-IN-PLACE DEEP FOUNDATIONS per Section 1705.8 and Table 1705.8 |                                                                                                           |

INSPECTION OF FIRE-RESISTANT  
PENETRATIONS AND JOINTS per Section  
1705.17

INSPECTIONS OF SMOKE CONTROL per  
Section 1705.18

Design Professional Seal: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_