



Company Name: _____

Applicant Name: _____

Mailing Address: _____ City: _____ State: _____

Zip Code: _____ E-Mail: _____

Applicant Telephone: _____ Company Number: _____

All submittals must include a completed application, resume providing minimum experience requirements, copies of required certifications (or reference letter if applicable) and payment. Special inspection requirements are outlined in the City of Phoenix Building Construction Code (PBCC) and the Special Inspection and Observation Manual.

Renewal

\$75.00 – must submit Special Inspector Application.

Fees

Every application must include a **\$75** registration fee, valid for three (3) years.

Multiple Disciplines

Multiple disciplines can be selected per each application (page 3). To add more disciplines during the three (3) year period an additional application and fee are required.

Already an approved City of Phoenix Special Inspector, seeking to add disciplines.

Minimum Experience Requirements

Applicants shall comply with one of the following education and experience requirements:

- Professional Engineer, Architect, or Registered Design Professional and a minimum three (3) months of relevant work experience; or
- Bachelor of Science Degree in Engineering, Architecture, or Physical Science and a minimum of six (6) months of relevant work experience; or
- Two (2) years of verified college or technical school and a minimum of two years of verified relevant work experience; or
- High school or equivalent graduate and a minimum of two (2) years of verified relevant work experience; or
- A minimum of three (3) years of verified relevant work experience.

Required Documentation

- A resume that describes your relevant experience and training for each special inspection discipline included in your application.

- A copy of the required third-party certification for each discipline included in your application.
 - For first time applicants, only, a reference letter sealed by an Arizona Registered Professional Engineer or Architect may be submitted in lieu of the required certification.

 - This will be valid for a period of three (3) years, after which the required certifications must be obtained.

 - A sample reference letter will be provided upon request.

- A check or money order made payable to the City of Phoenix Planning and Development Department.

Please send applications to:

City of Phoenix
Planning & Development Department
Special Inspections Program
C/o Inspections Section Team Leader
438 W. Adams Street
Phoenix, AZ 85003

Printed Name

Date

Signature

Date

Staff Use Only

Received	Applicant #	Approved
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Required Certifications for Special Inspector – Check each box that you are applying for

	Discipline (Code Section)	Required Inspections	Required Certifications
<input type="checkbox"/>	Structural (1705.1.1)	Special Cases Wall panels, curtain walls and veneers	ICC Commercial Building Inspector or ICC Residential Building Inspector or ICC Fire Inspector
<input type="checkbox"/>	Structural (1705.2)	Steel High Strength Bolting	ICC Structural Steel and Bolting SI
<input type="checkbox"/>	Structural (1705.2.2.1)	Steel Welding	AWS, CWI or ICC Structural Welding Special Inspector
<input type="checkbox"/>	Structural (1705.2.2.1.1) (1705.2.2.2)(1705.2.4)	Structural cold-formed steel, cold-formed steel trusses spanning 60' or greater	ICC Commercial Building Inspector or ICC Residential Building Inspector
<input type="checkbox"/>	Structural (1705.3)	Reinforced Concrete	ICC Reinforced Concrete SI or ACI Concrete SI
<input type="checkbox"/>	Structural (1705.3)	Pre-stressed / Precast Concrete Construction	ICC Reinforced Concrete SI or ACI Concrete SI and ICC Pre-stressed SI or PTI Level 1&2 Un- bonded PT Inspector
<input type="checkbox"/>	Structural (1705.3)	Post-installed structural anchors in concrete	ICC Reinforced Concrete SI or ACI Concrete SI or Manufacturers approved installer
<input type="checkbox"/>	Structural (1705.4)	Masonry construction including veneer	ICC Structural Masonry SI
<input type="checkbox"/>	Structural (1705.5)	Wood Construction	ICC Commercial Building Inspector or ICC Residential Building Inspector
<input type="checkbox"/>	Geotechnical (1705.6) (1705.7) (1705.8) (1705.9)	Soils, Driven deep foundations, Cast-in-place deep foundations, Helical piles foundations	ICC Soils SI or NICET II (geotechnical or construction, or construction material testing or soils) or ATTI Field Technician
<input type="checkbox"/>	Architectural (1705.14)	Spray fire-resistant materials Mastic and intumescent fire-resistant coatings	ICC Spray-applied Fireproofing SI or ICC Fire Inspector
<input type="checkbox"/>	Architectural (1705.16)	Exterior insulation and finish system (EIFS)	AWCI EIFS Inspector
<input type="checkbox"/>	Architectural (1705.17)	Fire-resistant Penetrations and Joints	UL or FM firestop examination
<input type="checkbox"/>	Architectural (1705.1.1 item 3)	Impervious Moisture Barriers	Validated Training Program Attendee Evaluation from a training program that is validated by SWR
<input type="checkbox"/>	Mechanical (1705.18)	Smoke control	Nationally Recognized Certification in air balance, smoke control, life safety or mechanical inspections. Recognized organizations include ICC, IAPMO, AABC, NEBB, TABB, NFPA, OSHA, IFC and CSP. Other organizations will be considered.
<input type="checkbox"/>	Mechanical (1705.18)	Duct smoke detectors	ICC or IAPMO Commercial Mechanical Inspector or SI working for AABC or NEBB certified testing agency, TABB Life Safety Level 2 Technician
<input type="checkbox"/>	Mechanical (1705.18)	Fire and smoke dampers	ICC or IAPMO Commercial Mechanical Inspector or SI working for AABC or NEBB certified testing agency, TABB Life Safety Level 2 Technician
<input type="checkbox"/>	Mechanical (1705.18)	Installation of grease duct enclosure Other cases	ICC or IAPMO Commercial Mechanical or Inspector Factory trained technician Product Specific
<input type="checkbox"/>	Mechanical (1705.20)	Medical Gas and Vacuum Systems	ANSI/ASSE Standard 6030 certified firm

<input type="checkbox"/>	Electrical (1705.18)	Ground fault performance tests, Switchboards, panelboards, motor control centers and other equipment rated 1000A or more, or over 600V, Transformers rated 100 KVA or more 1-phase or 300 KVA or more 3-phase, Conductors for equipment rated 1000A or more, or over 600V, Emergency and standby power systems	ICC Electrical Commercial Inspector or IAEI Commercial Electrical Inspector or ICC Electrical Plan Review or NETA Level III or IV Certified Technician and an employee of a NETA accredited testing agency
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