

**CITY OF ST. HELENS****Building Department**

265 Strand St.  
St. Helens, OR 97051  
503-397-6272

Record #: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Project Address: \_\_\_\_\_

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**SPECIAL INSPECTION AND TESTING AGREEMENT**

In accordance with the Oregon Specialty Structural Code (OSSC) 107.1, the Registered Design Professional in Responsible Charge (RDP) shall prepare and submit a special inspection and structural observation program. The RDP shall confirm that the special inspection and structural observations noted below are indicated on the approved plans.

The Special Inspector shall observe and document the work for conformance with the building department approved plans and specifications and applicable workmanship provisions of the OSSC.

The following special inspections, material testing and structural observations shall be performed according to OSSC Chapter 17 unless a separate program of inspection is submitted by the RDP and approved by the Building Official.

**BEFORE A PERMIT CAN BE ISSUED:** The RDP shall complete Part 2 of this agreement and verify all non-jurisdictional acknowledgements in Part 3 are completed.

**REQUIRED REPORTS:** The Special Inspector or Inspection Agency shall submit a copy of all inspection and testing reports to [buildingsafety@sthelensoregon.gov](mailto:buildingsafety@sthelensoregon.gov). Additionally, the Special Inspector or Inspection Agency and the RDP shall submit a final summary report to the Building Official. The summary shall include a statement that all items requiring special inspection, testing or structural observations were fulfilled, reported and, to the best of their knowledge, in conformance with the building department approved plans, specifications, approved change orders and applicable workmanship provisions of the OSSC.

**1 - SPECIAL INSPECTION AND TESTING:**

- |  |  |
|--|--|
| <input type="checkbox"/> Inspection of Fabricators (OSSC 1704.2.5) | <input type="checkbox"/> Cast-in-place Deep Foundations (OSSC 1705.8)              |
| <input type="checkbox"/> Steel Construction (OSSC 1705.2)          | <input type="checkbox"/> Helical Pile Foundations (OSSC 1705.9)                    |
| <input type="checkbox"/> Concrete Construction (OSSC 1705.3)       | <input type="checkbox"/> Sprayed Fire-resistant Materials (OSSC 1705.15)           |
| <input type="checkbox"/> Masonry Construction (OSSC 1705.4)        | <input type="checkbox"/> Mastic and Intumescent Fire-rest. Coatings (OSSC 1705.16) |
| <input type="checkbox"/> Wood Construction (OSSC 1705.5)           | <input type="checkbox"/> EIFS (OSSC 1705.17)                                       |
| <input type="checkbox"/> Soils (OSSC 1705.6)                       | <input type="checkbox"/> Fire-Resist Penetrations and Joints (OSSC 1705.18)        |
| <input type="checkbox"/> Driven Deep Foundations (OSSC 1705.7)     | <input type="checkbox"/> Anchors Expansion / Adhesive (OSSC 1705.3)                |
| <br><input type="checkbox"/> Special Case (OSSC 1705.1.1) _____    |  |

**Wind Resistance - Seismic Resistance  
1705.12; 1705.13; 1705.14**

- |   |  |
|---|--|
| <input type="checkbox"/> Structural Steel                           | <input type="checkbox"/> Architectural Components              |
| <input type="checkbox"/> Structural Wood                            | <input type="checkbox"/> Plumbing, Mech. and Elect. Components |
| <input type="checkbox"/> Cold-formed Steel Light-frame Construction | <input type="checkbox"/> Storage Racks and Access Floors       |
| <input type="checkbox"/> Designated Seismic System Verifications    | <input type="checkbox"/> Seismic Isolation Systems             |

**2 - STRUCTURAL OBSERVATION (OSSC 1704.5):**

- ☐ Per Structural Observation Program noted on the Structural Drawings
- ☐ Indicate stages at which structural observation is to occur: \_\_\_\_\_

**3 - ACKNOWLEDGEMENTS: (I have read and agree to comply with the terms and conditions of this agreement)\***

Owner	Owner's Representative	Email
General Contractor	Contractor Representative	Email
Engineering or Architecture Firm	Engineer or Architect Representative	Email
Inspection/Testing Agency Name	Special Inspection Agency Representative	Email
ACCEPTED BY THE BUILDING DEPARTMENT:	Building Official or Designee	Email

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