

**CITY OF NEWPORT BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT | BUILDING DIVISION**

**STRUCTURAL OBSERVATION GENERAL NOTES**

1. STRUCTURAL OBSERVATION IS REQUIRED FOR THIS PROJECT IN ACCORDANCE WITH CBC 1710. STRUCTURAL OBSERVATION IS THE VISUAL OBSERVATION OF THE STRUCTURAL SYSTEM BY A LICENSED DESIGN PROFESSIONAL FOR GENERAL CONFORMANCE TO THE APPROVED CONSTRUCTION DOCUMENTS.
2. STRUCTURAL OBSERVATION DOES NOT WAIVE THE RESPONSIBILITY FOR THE REQUIRED INSPECTIONS BY THE CITY OF NEWPORT BEACH.
3. THE OWNER SHALL EMPLOY A LICENSED DESIGN PROFESSIONAL TO PERFORM STRUCTURAL OBSERVATION SITE VISITS, AND TO ISSUE ALL STRUCTURAL OBSERVATION REPORTS.
4. THE DESIGN ENGINEER SHALL IDENTIFY THE REQUIRED STRUCTURAL OBSERVATION SITE VISITS ON THE STRUCTURAL OBSERVATION SCHEDULE.
5. THE REQUIRED SITE VISITS SHALL AT A MINIMUM INCLUDE THE FOLLOWING:
  - A. OBSERVATION OF THE FOUNDATION SYSTEM PRIOR TO FINAL CONCRETE POUR;
  - B. OBSERVATION OF BUILDING FRAMING PRIOR TO CALLING FOR THE CITY OF NEWPORT BEACH "COMPLETE FRAMING INSPECTION"; AND,
  - C. FINAL OBSERVATION OF THE COMPLETED STRUCTURE.
 ADDITIONAL SITE VISITS MAY BE NEEDED AS DETERMINED BY THE DESIGN ENGINEER OR STRUCTURAL OBSERVER.
6. THE STRUCTURAL OBSERVER SHALL PREPARE A STRUCTURAL OBSERVATION REPORT FOR EACH STAGE OF CONSTRUCTION OBSERVED. THE CITY OF NEWPORT BEACH "STRUCTURAL OBSERVATION REPORT" FORM, OR A SIMILARLY FORMATTED REPORT, SHALL BE USED FOR ALL STRUCTURAL OBSERVATION REPORT.
7. IF THE CITY'S FORM IS NOT USED, REPORTS SHALL BE ON STRUCTURAL OBSERVER'S LETTERHEAD, STATE SITE ADDRESS, PLAN CHECK & PERMIT NUMBERS, STAGES & ELEMENTS OBSERVED, DATE OBSERVED, & COMPLETE CONTACT INFORMATION FOR STRUCTURAL OBSERVER.
8. ALL STRUCTURAL OBSERVATION REPORTS, REGARDLESS OF FORM USED, SHALL INCLUDE THE LICENSE STAMP & SIGNATURE OF THE STRUCTURAL OBSERVER RESPONSIBLE FOR THE PROJECT.
9. EACH STRUCTURAL OBSERVATION REPORT SHALL BE GIVEN TO THE OWNER OR OWNER'S REPRESENTATIVE, PROJECT CONTRACTOR, AND THE BUILDING INSPECTOR.
10. THE CONTRACTOR SHALL RESOLVE ALL DEFICIENCIES & THE FINAL STRUCTURAL OBSERVATION REPORT ISSUED PRIOR TO FINAL INSPECTION OR ACCEPTANCE OF STRUCTURAL WORK BY THE BUILDING INSPECTOR.
11. THE FINAL STRUCTURAL OBSERVATION REPORT SHALL STATE THAT THE STRUCTURAL SYSTEM CONFORMS TO THE APPROVED CONSTRUCTION DOCUMENTS & THAT ALL PREVIOUSLY OBSERVED DEFICIENCIES HAVE BEEN CORRECTED.
12. FINAL INSPECTION OR OTHER ACCEPTANCE OF THE STRUCTURAL SYSTEM BY THE CHIEF BUILDING OFFICIAL, OR DESIGNEE, WILL NOT OCCUR UNTIL THE FINAL STRUCTURAL OBSERVATION REPORT IS RECEIVED.
13. THE LICENSED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE SHALL PREPARE ALL CONSTRUCTION DOCUMENT CHANGES RELATING TO THE STRUCTURAL SYSTEMS. REVIEW & APPROVAL OF SUCH CHANGES BY THE CHIEF BUILDING OFFICIAL, OR DESIGNEE, SHALL BE OBTAIN BY THE DESIGN PROFESSIONAL AND/OR CONTRACTOR PRIOR TO INSTALLATION AND/OR CONSTRUCTION OF SAID CHANGES.

**STRUCTURAL OBSERVATION SCHEDULE**

<b>SITE ADDRESS:</b>		<b>PC #:</b>
<b>TO BE COMPLETED BY THE DESIGN ENGINEER, AND INCLUDED ON THE CONSTRUCTION DRAWINGS.</b>		
BASED ON THE PROJECT SCOPE, PLEASE IDENTIFY THE ELEMENTS AND/OR CONNECTIONS THAT REQUIRE STRUCTURAL OBSERVATION. SPECIFY THE INTERVAL OR STAGE OF CONSTRUCTION WHEN THE STRUCTURAL OBSERVATION WILL BE PERFORMED.		
TYPE	STRUCTURAL ELEMENTS AND/OR CONNECTIONS TO BE OBSERVED	SCHEDULED INTERVAL OR STAGE OF CONSTRUCTION
<b>FOUNDATIONS</b>	<input type="checkbox"/> FOOTINGS, SLAB FOUNDATION, ANCHORS	
	<input type="checkbox"/> MAT FOUNDATION, PRESTRESSED CONC. SLAB	
	<input type="checkbox"/> CAISSON, PILE, GRADE BEAM	
	<input type="checkbox"/> OTHER:	
<b>SHEAR WALLS</b>	<input type="checkbox"/> CONCRETE	
	<input type="checkbox"/> MASONRY	
	<input type="checkbox"/> WOOD OR MANUFACTURED SHEAR PANELS	
	<input type="checkbox"/> OTHER:	
<b>FRAMES</b>	<input type="checkbox"/> STEEL MOMENT OR BRACED FRAME	
	<input type="checkbox"/> CONCRETE MOMENT FRAME	
	<input type="checkbox"/> MASONRY WALL FRAME	
	<input type="checkbox"/> OTHER:	
<b>DIAPHRAGMS</b>	<input type="checkbox"/> CONCRETE	
	<input type="checkbox"/> STEEL DECK	
	<input type="checkbox"/> WOOD	
	<input type="checkbox"/> OTHER:	
<b>FINAL</b>	<input type="checkbox"/> FINAL OBSERVATION & REPORT	