



City of Chula Vista
Building Division Inspection Section
Planning and Building Department
276 Fourth Avenue
Chula Vista CA 91910
Information: (619) 409-5868 Fax: (619) 585-5639

SPECIAL INSPECTION AND OFF-SITE FABRICATION FORMS – INSTRUCTIONS FOR THE COMPLETION AND FILING

Please read these instructions carefully. You are responsible for complying with the requirements stated therein. Any violations of these instructions may be a cause for removal of the work performed

PROPERTY OWNER AND CONTRACTOR AGREEMENT for Special Inspection/Construction Materials Testing/Off-Site Fabrication/HERS Rating

This form shall be completed and submitted by the property owner or his/her authorized agent of record or the architect/engineer of record acting as the property owner's agent and the contractor/builder at the time of permit issuance.

APPLICATION TO PERFORM OFF-SITE FABRICATION

This application shall be completed by the fabricator of building components when such components are fabricated within the premises of the fabricator's shop. **This application must be submitted to the Inspection Section for approval at least three business days prior to scheduled start of fabrication.** Also see Certificate of Compliance for Off-Site Fabrication.

CERTIFICATE OF COMPLIANCE FOR OFF-SITE FABRICATION

This form shall be completed by the fabricator of building components when such components are fabricated within the premises of a fabricators shop. **This form must be filed with and approved by the Building Division Inspection Section prior to erection of fabricated components.** Also see Application to Perform Off-Site Fabrication.

INSTALLATION CERTIFICATE (CF-6R) and CERTIFICATE OF FIELD VERIFICATION AND DIAGNOSTIC TESTING (CF-4R)

Form CF-6R to be completed and signed by the installer and form CF-4R to be completed and signed by the HERS rater. Both forms must be submitted to the Inspection Section prior to final inspection.

PROPERTY OWNER'S FINAL REPORT

This form shall be completed by the property owner or his/her authorized agent of record or the architect/engineer of record acting as the property owner's agent for the types of work required to have special inspection, construction materials testing, off-site fabrication or HERS rating. **This form must be filed with the Building Division Inspection Section prior to final inspection.**

SPECIAL INSPECTOR/INSPECTION AGENCY/TESTING LABORATORY FINAL REPORT

This form shall be completed by the independent special inspector or the special inspection agency or the construction materials testing laboratory after all work requiring special inspection or testing have been completed, and must be filed to the Building Inspection Section prior to final inspection.

APPROVED CONSTRUCTION MATERIALS TESTING LABORATORIES

The construction materials testing shall be performed by a testing laboratory listed on the City of San Diego or the City of Los Angeles most current list of approved materials testing laboratories.