



## CITY OF SANTA CLARITA BUILDING & SAFETY

### SPECIAL INSPECTION REQUIREMENTS FOR THE OWNER

1. Special inspectors shall be hired by the owner of the project or registered design professional in responsible charge acting as the owner's agent. Contractors and/or subcontractors are prohibited from hiring special inspectors.
2. Special inspections shall not be conducted on projects unless permits have been issued by Building and Safety. *Construction may not be conducted without building permits.*
3. Special inspections shall not be conducted on projects without the original approved plans at the job site.
4. Only special inspectors certified by the City of Santa Clarita may perform required special inspections. Inspection reports prepared by inspectors, not certified by the City of Santa Clarita, will not be accepted.
5. Work requiring a special inspection shall not be performed without the presence of a City of Santa Clarita certified special inspector.

If you have any questions regarding the City's policy for special inspections and certifications, please feel free to contact Building and Safety at (661) 255-4935, or in person at Santa Clarita City Hall, 23920 Valencia Boulevard, Suite 140.

By signing below, you acknowledge receipt of these guidelines, and acknowledge that you have read and understand its contents completely.

\_\_\_\_\_  
Owner/Owner's Representative (Signature)

\_\_\_\_\_  
Owner/Owner's Representative (Print Name)

\_\_\_\_\_  
Date