SPECIAL PLANS EXAMINER /SPECIAL INSPECTOR
ACKNOWLEDGEMENT FORM - WSEC

The referenced project requires special plans examination and/or special inspection in accordance with County policy. Please note that while every effort is made to assure the accuracy of the information contained in this brochure it is not warranted for accuracy. This document is not intended to address all aspects or regulatory requirements for a project and should serve as a starting point for your investigation. For detailed information on a particular project, permit, or code requirement refer directly to the applicable file and/or code/regulatory documents, and the requirements of the Washington State Energy Code Commercial Provisions Chapters 1-5 or contact the appropriate Department or staff. Please acknowledge below and return to the Spokane County Department of Building and Planning. This form is required to be submitted prior to the issuance of the permit. If separate agencies/individuals are performing plans examination and special inspection services, separate forms will be required.

Date: ______________________________________

Project Address: _______________________________________________________________

Project Name: ___________________________________________ Project No.: __________

Project Owner: ___________________________________________ Phone: _______________

SPE/SI/Utility/Etc.: ___________________________ Phone: _______________________

Address: _____________________________________________________________ Alternate Phone: ______________

Contact Name: _______________________________ Phone: _______________________

STATEMENT OF UNDERSTANDING

We hereby acknowledge that we have been engaged by ____________________________
For the purposes of conducting a □ plan review and/or a □ field inspection (check applicable) on the referenced project pursuant to the provisions of the Washington State Energy Code as it relates to the above stated project, and that we are aware that as a Special Plans Examiner/Special Inspector, duties and responsibilities as set forth in the SPE/SI program policies and handbook include (check applicable):

☐ Review and approve project plans for:  ☐ Envelope  ☐ Mechanical  ☐ Lighting
☐ Observation and approval of:  ☐ Envelope  ☐ Mechanical  ☐ Lighting

All discrepancies shall be brought to the immediate attention of the designer/contractor for correction, then if uncorrected, to the proper design authority and to the Building Official. In addition, a final signed report is required to be submitted prior to the issuance of a Certificate of Occupancy. This report must state whether the work and the project was, to the best of our knowledge, completed in conformance with the approved plans and specifications and the applicable provisions of the Washington State NREC. Any work identified as not being in conformance is required to be brought into conformance, as is acceptable to the special inspector, prior to the issuance of a Certificate of Occupancy.

SPE/SI/Utility Signature: ___________________________ Certification No.: ______________

Owner: ___________________________________________ Architect: __________________

Contractor: ___________________________________________

SPE/SI Acknowledgement – WSEC 2/14