



Non-Residential Energy Code (NREC)

BP-48

Department of Building and Planning

This brochure is intended to provide an overview of certain provisions of the Non-Residential Energy Code (NREC). The NREC is a portion of the Washington State Energy Code, WAC 51-11, that applies to non-residential buildings.

An important feature of this code is the enforcement alternatives available to the Building Official. Working together, Building Officials, utility companies/agencies, and the private sector have streamlined the code implementation and enforcement process. These groups developed several options for enforcement of the NREC.

Building and Planning, in cooperation with local utilities, the City of Spokane Valley and the City of Spokane, utilize an option referred to as "SPE/SI", or "**S**pecial **P**lans **E**xaminer/**S**pecial **I**nspector". The general concept behind SPE/SI is similar to other special inspector programs such as those used for steel, concrete or soils inspections. Owners, applicants, or agents are responsible for contracting directly with a Special Plans Examiner/Inspector for plan review and inspection services with regard to the NREC.

A Special Plans Examiner or Special Inspector (SPE/SI) is an individual who has applied for and passed a comprehensive exam administered by the International Code Council (ICC) in the category of; Commercial Energy Plans Examiner, or Commercial Energy Inspector. All SPE's and SI's used in this system must be approved by the local building department. ICC maintains an ongoing list of certified individuals available at: <http://www.iccsafe.org/Accreditation/Pages/default.aspx> (click on the Search for Certified Code Professionals link on the left hand side of the page) or visit our website at <http://www.spokanecounty.org/bp/content.aspx?c=2762>.

To reemphasize, Building and Planning does not provide plan review or inspection services for Non-Residential Energy Code requirements. The owner, applicant, or agent contracts directly with the SPE/SI for these services.

Procedurally the applicant shall:

- Employ and pay for the services of an SPE/SI.
- Supply complete and accurate drawings to the SPE.
- Submit evidence of a cooperative agreement with an SPE/SI to Building and Planning prior to permit issuance. The "Acknowledgment" form on the reverse side may be used for this purpose. The agreement(s) need to address both plan review and project inspection services. Copies of plans reviewed and approved by an SPE may be required.
- Request SI field inspections at appropriate times.
- Provide direct access to all inspection areas and/or components.
- Maintain an accessible, on-site repository for records:
 - ✓ Approved plans, specifications, material documents.
 - ✓ SPE/SI records and documents.
 - ✓ Change orders.
- Notify the Building Official of SI approval by submitting appropriate documents. Upon completion of the project and prior to Certificate of Occupancy issuance, a final report generated by the SPE/SI must be submitted to Building and Planning.

For more information or an appointment contact:
Spokane County Building and Planning
1026 W. Broadway Avenue
Spokane, WA 99260-0050
www.spokanecounty.org/bp

SPECIAL PLANS EXAMINER/SPECIAL INSPECTOR ACKNOWLEDGMENT FORM

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 applicable file and/or code/regulatory documents, and the requirements of the Washington State Nonresidential Energy Code (NREC) Chapters 11-20, or contact the appropriate division staff. Please acknowledge below and return to the Spokane County Division 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: _____

Contact Name/Phone/E-mail: _____

STATEMENT OF UNDERSTANDING

We hereby acknowledge that we have been engaged by _____

for the purposes of conducting plan review and/or field inspection (check applicable) on the referenced project pursuant to the provisions of the Washington State NREC 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/Etc. Signature: _____

Owner: _____ Architect: _____