The information provided in this document is general and intended as a guide only. Each project is unique and additional requirements may be enforced as deemed appropriate.

**WARNING**
- Failure to complete items below, prior to inspection, may result in a reinspection fee.
- Construction hours sign and address shall be posted on all job site prior to inspection.

**Application**
- New, Remodel and seismic retrofit of Concrete Masonry Units (CMU).
- Verify that unreinforced masonry buildings (URM) are in compliance with the City of Palo Alto adopted ordinance #3666 seismic hazard identification program which requires the structural analysis. See list of URM buildings.

**Work Site Safety**
- Scaffolding and equipment shall be erected and operated per Cal/OSHA Requirements. For information on work site safety visit [www.osha.gov](http://www.osha.gov)

**Public Works (PW)**
- See CPA “Safety, Security and Sanitation” guidelines for pedestrian safety requirements.
- A Public Works permit, plan, and PB inspection is required when the following exist:
  - Height of CMU wall is more than 8’ and less than 5’ from property line/pedestrian walk. (Requires barrier and covered walkways.) Covered walkways shall have a minimum clear height of 8’, adequate lighting at all times, and designed to support all imposed loads but not less than 150 psf. *CBC 3306.2 Table 3306.1*
  
  **Note:** All pedestrian protection shall be completed and signed off by PW inspector prior to work above 8’ in height begins.

**CPA Dust Control Ordinance  PAMC 9.56.030 (A) (21)**
- Dry cutting of CMU is prohibited, must use wet saw.


**SPECIAL INSPECTION CBC 1791 IF REQUIRED**

**General requirements**

- See "Special Inspection" guidelines
- Verify if "☐ Preliminary" or "☐ Historical" acceptance test for CMU wall prisms is required. (see "structural tests and inspection schedule" attached to plans)

**Important:** ☐ Contractor bares all risk when proceeding with work prior to required approved preliminary test.
- Verify if "☐ Periodic" or "☐ Continuous" CMU inspection is required.
- *Grout space prior to grout ☐ continuous inspection CBC Table 1704.5.3*
- Verify if mortar samples are required. (When required a sample must be tested at each lift.)
- Verify schedule of test and inspections.
- Verify wall prisms, grout prisms, grout tests, mortar tests, type of mortar, mix, and admixtures.
- Verify sample panels have been provided and approved.
- Verify concrete masonry units (CMU) are NOT WET.
- Verify mortar is mixed per required method and equipment.
- **Verify if HIGH STRENGTH CMU is required. ☐ High Strength CMU Required.**

**CPA INSPECTION CBC 2104**

- Provide CPA Inspector with approved plans and if applicable “☐ Shop drawings”.

**Protection of materials/CMU**

- Verify materials are properly stored off the ground and covered with waterproof material/tarp.
- Wet/ waterlogged CMU shall not be used.
- The top of unfinished masonry work shall be covered to protect masonry from weather.

**Water stop at foundation**

- Verify if “☐ water-stop” or “☐ key-way” is required (typically required at perimeter walls.)

**Reinforcement**

- Verify the maximum bend tolerance at the base vertical rebar. EXCESSIVE BENDING OF REBAR TO FIT CELL MUST BE PRE-APPROVED BY ENGINEER OF RECORD.
- Verify if additional reinforcement is required for joints, corners, intersections, openings and lintels.
- Verify reinforcement size, grade, laps/splices, bends, placement, and that rebar is secured against displacement.
- All horizontal bars shall have a standard hook at each end of the shear wall. *ACI 530*

**Embeds**

- Verify the type, sizes and placement of anchors and ties.

**Conduits**

- Verify pipes, conduits, sleeves and boxes are located, secured, protected, isolated and spaced, as required. MUST NOT OBSTRUCT THE PASSAGE OF GROUT.
Concrete Masonry Unit (CMU)
- Verify CMU size, grade, type, strength, color, and texture.

Mortar
- Cross check plan specified PSI mortar with bag mix, if less than specified need to provide mortar test. Typical Type S= 1800 PSI, Type M=2500, Type N IS NOT ALLOWED IN CALIFORNIA.
- Verify measuring box is used for job-site mixed grout and mortar. SHOVEL MEASUREMENTS ARE NOT ALLOWED.
- Verify if mortar color is required.

Mortar Joints
- Verify first course bed joints not less than ¼” or more than 1”; subsequent bed joints not less than ¼” or more than 5/8” in thickness.
- All masonry joints shall be struck off, tooled and finished to provide a dense surface AT ALL SIDES INCLUDING UNSEEN LOCATIONS.
- Verify that all head and bed joints are filled solid with mortar.

Control and expansion joints
- Verify vertical and horizontal location.
- Verify preformed size and type, backer rod, and sealant.

Bracing walls prior to grouting
- Verify proper bracing of walls so as to avoid BLOW-OUTS.

CMU wall height
- Verify maximum height allowed per plans. Walls over maximum height must be re-engineered prior to inspection.

Grouting CMU CBC 2104.61
- CPA Inspection required for all lifts prior to placement of concrete.
- Grout space shall be clean and not more than ½” mortar projections.
- Low lift grouting: Not more than 5’ lifts between pours. Stop grout 1-1/2” below top of CMU at each lift when joint occurs.
- High lift grouting: CMU may be grouted in higher lifts as long as clean outs are provided in the bottom course at every vertical bar but not spaced more than 32” on center. Stop the concrete 1-1/2” below the top of the CMU when joint occurs.
- Grout shall not be handled nor pumped using aluminum equipment.

Water Proofing
- Verify if “Dry block/pre-sealed” CMU and mortar additive is required (typically used in inaccessible areas.)
- Verify if water proofing of CMU walls is required.(see general notes)

CMU Retaining walls
- Verify if purging, insulation, or water proof membrane is specified prior to backfill.
- Verify if weep holes or drainage system is required.