CITY OF PALO ALTO

PLANNING AND DEVELOPMENT SERVICES – BUILDING INSPECTION

GREEN BUILDING SPECIAL INSPECTOR FIELD NOTES

INSPECTION CODE: 151, 152, 153

SCOPE: RESIDENTIAL & NON-RESIDENTIAL

APPLICABLE CODES: 2019 CBC, CRC, CPC, CMC, CEC, CALGreen, CEnC, and PAMC

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.

Field notes must be taken for the required Green Building inspections (Inspection Codes 151, 152, and 153) by the Green Building Special Inspector (GBSI). Within the notes, indicate clearly the following:

- ☐ A summary that include dates and times of provisions approved for each inspection performed
- ☐ A list of correction notices provided to the Contractor.

GBSIs shall not approve an inspection until the inspection requirements outlined in the Green Building Inspection Checklist have been completed in accordance with the project's GB-1 sheet.

All field notes shall be submitted to the City of Palo Alto Building Inspector during the Green Building Final Inspection. Field notes may be audited for quality control at the discretion of the CPA Building Inspector. Shorthand notes are acceptable.

GREEN BUILDING SPECIAL INSPECTOR REQUIREMENT

SELECT THE APPLICABLE INSPECTION PHASE:

- ☐ Green Building Pre-Construction (Inspection Code 151)
- ☐ Green Building Incremental Verification (Inspection Code 152)
- ☐ Green Building Final (Inspection Code 153)

FIELD NOTES

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