



# Structural Observation Report

**STRUCTURAL OBSERVATION** is the visual observation of the structural system by a registered design professional for general conformance to the approved construction documents at significant construction stages and at completion of the structural system. Structural observation does not include or waive the responsibility for the inspection required by LBMC Section 18.07.050, CBC Section 1704 or other sections of the LBMC or CBC.

This report includes all construction work through \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Report No.: \_\_\_\_\_ Page No.: \_\_\_\_\_ of \_\_\_\_\_

Project Address:	Structural Observer of Record (SOR):	Professional Lic./Reg. No.:	Phone No. of SOR:
Building Permit No.:	Structural Observer (SO), if not by SOR:	Professional Lic./Reg. No.:	Phone No. of SO:

PLEASE INDICATE OBSERVED STRUCTURAL ELEMENTS AND THEIR CONNECTIONS (check applicable box)

FOUNDATIONS	WALLS	FRAMES	DIAPHRAGMS (Floor/Roof)	IF PORTION OF BLDG WAS OBSERVED, INDICATE LOCATION	DATE
<input type="checkbox"/> Footing, Stem Wall	<input type="checkbox"/> Concrete	<input type="checkbox"/> Steel Moment Frame	<input type="checkbox"/> Concrete		
<input type="checkbox"/> Mat Foundation, Prestressed Conc. Slab	<input type="checkbox"/> Masonry	<input type="checkbox"/> Steel Braced Frame	<input type="checkbox"/> Steel Deck		
<input type="checkbox"/> Caisson, Pile, Grade Beam	<input type="checkbox"/> Wood Shear Wall Panel	<input type="checkbox"/> Concrete Moment Frame	<input type="checkbox"/> Wood		
<input type="checkbox"/> Foundation Pad, Anchor	<input type="checkbox"/> Other:	<input type="checkbox"/> Masonry Wall Frame	<input type="checkbox"/> Other:		
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:		

ITEMS CHECKED ABOVE ARE APPROVED AND WITHOUT DEFICIENCIES.

FINAL STRUCTURAL OBSERVATION FOR THE PROJECT IS 100% COMPLETE WITHOUT ANY DEFICIENCIES.

OBSERVED DEFICIENCIES AND COMMENTS:

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ADDITIONAL DEFICIENCIES CONTINUED ON ATTACHED PAGES.

I declare that the following statements are true to the best of my knowledge:

- I am the Registered Design Professional retained by the Owner to be in responsible charge of the structural observation in accordance with the requirements of the City of Long Beach;
- I, or another Registered Design Professional whom I have designated above and is under my responsible charge, has performed the required site visits at each significant construction stage to verify that the structure is in general conformance with the approved construction documents;
- I understand that all deficiencies which I have documented must be corrected and a new structural observation report must be issued clearing these deficiencies; and
- I understand that final acceptance of the structural systems by the Building and Safety Bureau cannot occur without the correction of all observed deficiencies.



SIGNATURE OF STRUCTURAL OBSERVER OF RECORD

DATE

STAMP OF STRUCTURAL OBSERVER OF RECORD

**STRUCTURAL OBSERVATION REPORT INSTRUCTION**

**STRUCTURAL OBSERVATION REPORT:**

Where the structural observation is required, the Structural Observer shall perform site visits at each significant construction stages in the progress of the work that allow for correction of deficiencies without substantial effort or uncovering of the work involved.

Upon completion of structural observation at each construction stage, the Structural Observer shall complete, sign, wet stamp and submit a "Structural Observation Report" form to the Building Inspector.

The Structural Observer shall perform structural observation at each construction stage identified on the approved construction documents and the "Structural Observation Designation" form.

**PRE-CONSTRUCTION MEETING:**

Prior to construction commencement, the Structural Observer, as Owner's representative, shall coordinate and preside over a pre-construction meeting with the Registered Design Professional responsible for the structural design (if different than the Structural Observer), Owner, Contractors, affected Subcontractors, Registered Deputy Inspectors and the Building Inspector.

The purpose of the pre-construction meeting is to identify the major structural elements and connections that affect the vertical and lateral force-resisting systems of the structure and to review the scheduling of required structural observations.

The first report to the Building Inspector shall include a record of the pre-construction meeting and name of the designated Structural Observer to perform the structural observation program.

**OBSERVED DEFICIENCY:**

When a deficiency is noted in the "Structural Observation Report" form, the Structural Observer shall give this form to the Owner or Owner's representative, Contractors, affected Subcontractors, Registered Deputy Inspector, and Building Inspector. The Structural Observer shall note on the form whether the correction of the deficiency needs to be verified through re-observation by him/her.

The Contractor shall resolve all identified deficiencies to the satisfaction of the Structural Observer and Building Inspector prior to requesting the next inspection.

**FINAL OBSERVATION REPORT:**

The Structural Observer shall submit a final "Structural Observation Report" form upon completion of the structural system to the Building Inspector. The Structural Observer must state that the structural system generally conforms to the approved construction documents and that all observed deficiencies have been corrected. No final approval or acceptance of the structural work by the Building Inspector will occur without this final "Structural Observation Report" form.

**ADDITIONAL INFORMATION:**

Refer to Information Bulletin BU-032 "Structural Observation" for additional information regarding the structural observation program.

*FOR DEPARTMENT USE ONLY*

STRUCTURAL OBSERVATION REPORT RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_