



## Planning & Development Services

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### DESIGN PROFESSIONAL INSPECTION FORM

Pursuant to Session Law 2017-130, Section 2(a) or (b), GS153A-352(c) and GS 160A-412(c) now allow a design professional (licensed architect, licensed engineer or a person under the direct supervisory control of the licensed architect or licensed engineer), without responsibility to the Authority Having Jurisdiction; to inspect a design or other proposal for a component or element in the construction of a building, if all the following criteria are met:

1. The submission is completed under valid seal of the licensed architect or licensed engineer.
2. Field inspection of the installation or completion of a construction component or element of the building is performed by a licensed architect or licensed engineer or a person under the direct supervisory control of the licensed architect or licensed engineer.
3. The licensed architect or licensed engineer under subdivision (2) of this subsection provides the county or city with a signed, written document stating the component or element of the building so inspected is in compliance with the North Carolina State Building Code or the North Carolina Residential Code for One- and Two-Family Dwellings.

#### **Instructions for completing the necessary documentation shown above (See NCDOL Guidance), and is as follows:**

1. Completion of the information within the document below shall be submitted by the licensed Architect or licensed Engineer for review by the jurisdiction.
2. Once the information has been reviewed and accepted by the Director and /or Appropriate Person - AP (within the associated trade); the approved letter or documentation shall be reproduced in the plan review set of documents or permits.
3. You must complete and include all criteria requested within this document, pursuant to N.C.G.S. 153A-352(c) or 160A-412, and meet all conditions as described above. This will advise the inspector, owner, tenant and contractor that the element or component will be inspected for code compliance by the abovelisted seal holder and will relieve the jurisdiction and Inspector from responsibility.

# DESIGN PROFESSIONAL INSPECTION FORM

## RECORD OF THE INSPECTION OF A COMPONENT OR ELEMENT BY A NC LICENSED ARCHITECT OR ENGINEER

<b>Project Information:</b>	
Residential Single-Family Project: <input type="checkbox"/> Y <input type="checkbox"/> N	Commercial Project: <input type="checkbox"/> Y <input type="checkbox"/> N
Code Enforcement Project No:	Permit No:
Project Name:	Owner Name:
Project Address:	
Date Inspected:	Contractor Name:
Component or Element Inspected:	

<b>Responsible Licensed NC Architect or NC Engineer:</b>		
Name:		
Firm Name:		
Phone No:	Office:	Mobile:
Email:		
Mailing Address:		

APPLICABLE CODE: \_\_\_\_\_

Describe Component/Element & Type of Inspection: \_\_\_\_\_

\_\_\_\_\_

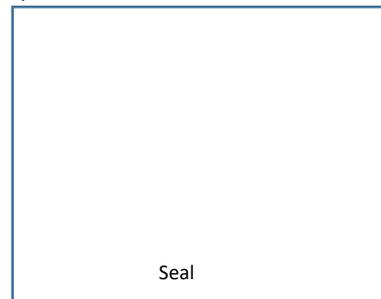
\_\_\_\_\_

\*(subgrade form/letter may also be required)

**Attestation/Signature:**

By signing below, I certify that the component and/or element of the building as identified on this form has been inspected by me or someone under my direct supervision per N.C.G.S. 160D and is in compliance with the Code or other proposal of the architect or engineer for the project. This inspection is in compliance with all of the requirements of the above referenced Code. Attach any additional documents if needed

\_\_\_\_\_  
Licensed Architect or Engineer



**Inspection Department Disclaimer:**

Upon the receipt of assigned written document as required under N.C.G.S. 160D, Code Enforcement shall be discharged and released from any liabilities, duties and responsibilities imposed by this article or in common law from any claim arising out of or attributed to the component or element in the construction of the building for which the signed written document was submitted. Be aware that this inspection will be noted in all inspection records including the Certificate of Occupancy or Certificate of Compliance. This inspection does not address any local ordinances or zoning requirements.