GREEN BUILDING INSPECTION AGREEMENT

SUBMIT AGREEMENT
DURING APPLICATION INTAKE

Permit No.: _____

Project Address: _____

Project Title: _____

To applicants and owners of projects subject to Green Building Inspection Requirements per the Nonresidential Green Building Inspection Guidelines, please acknowledge and return to the City.

BEFORE A PERMIT CAN BE ISSUED: The owner or owner's representative, on the advice of the responsible Architect or Project Designer, shall complete, sign and include the attached "GB-1" or "GB-2" sheet in the Permit Plans to the West Hollywood Building and Safety Division for review and approval.

The owner and the general contractor, where applicable, acknowledge and agree to the following conditions applicable to Green Building Inspection:

1. The inspection agency shall be engaged by the owner or the owner's representative.
2. Contractor is responsible for proper notification to the inspection agency for the items listed.
3. The inspection agency is to submit the names and qualifications of on-site inspectors to the Building and Safety Division for approval.
4. The CALGreen Building Inspector[1] is under the authority and is responsible to the Building Official. All concerns and/or problems encountered are to be brought to the Building Official's attention immediately.
5. CALGreen Inspectors shall deliver periodic reports to this Division of all inspection activity in accordance with the Nonresidential Green Building Inspection Guidelines.
6. BEFORE APPROVAL OF THE GREEN BUILDING FINAL INSPECTION: The Inspection agency shall submit a statement that all items requiring inspection were fulfilled with supporting documentation demonstrating compliance with the green building requirements. Copies of such statements shall be maintained at the job site for City's Building Inspector's review prior to final inspections.

ACKNOWLEDGMENT (SIGN BELOW) I have reviewed the enclosed "Inspection Schedule" and the information above.

_____
Owner
or

_____
Inspection Agency (Co. Name Only)

_____
Project Architect
or

_____
Contractor Agency (Co. Name Only)

_____
Project Designer

_____
Building Official

[1] The designated CALGreen Building Inspector is permitted to be either an ICC-Certified CALGreen Building Inspector or California licensed Architect.

WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

Building & Safety Division
tel: (323) 848-6475 fax: (323) 848-6569

City of West Hollywood
California 1984

Green Building Inspection Schedule

Prior to issuance of a building permit, the Owner, on the advice of the Architect or Project Designer, shall complete, sign and submit this form to the Building Official.

_____
Project Name

_____
Permit Number

_____
Project Address

_____
Inspection Agency Name

_____
Owner's Name

_____
Owner's Signature

I hereby certify that the inspection agency named above has been engaged to perform green building plan review and on-site inspections during construction, as checked below, to satisfy all applicable portions of the Green Building Code.

Prior to issuance of a building permit, the inspection agency shall submit a statement on a permit plan sheet entitled "GB-1" or "GB-2" stating that all items applicable green building requirements have been included within the construction documents.

Prior to green building final approval, the inspection agency shall submit a statement verifying that all green building requirements shown on the permit plans were executed in the field.

Whenever any designated items on this list are ready for plan review or inspection, it shall be the responsibility of the Contractor to give timely notice to the inspection agency so that the required services may be performed.

PRE-PERMIT APPLICATION
THIRD-PARTY DESIGN REVIEW

__**Verify Green Building Triggers.**
Confirm that the applicant has appropriately selected triggers from the Green Building Verification Form based on the scope of work.

__**Verify Minimum Compliance in Contract Documents.**
Confirm that the applicant has appropriately designed the "Y", "O", and "N" elements on the GB-1 or GB-2 based on the scope of work.

__**Verify Minimum Compliance in Contract Documents.**
Confirm that the applicant has shown design & construction elements in the contract documents when designated as "Y" elements on the GB-1 or GB-2 sheet in compliance with the Standard Green Building Conditions.

INSPECTION PHASE
THIRD-PARTY INSPECTION REVIEW

__**Incremental Green Building Verification.**
Conduct an incremental green building verification in accordance with the Residential Green Building Inspection Guidelines.

__**Final Green Building Verification.**
Conduct final green building verification in accordance with the Residential Green Building Inspection Guidelines.

__**Submit Final Green Building Verification Documents.**
Submit final green building verification documentation to the Building and Safety Division in accordance with the Residential Green Building Inspection Guidelines.