

City of Riverside
Building and Safety Division
Phone (951) 826-5697
Fax: (951) 826-5622
www.riversideca.gov



STRUCTURAL OBSERVATION PROGRAM
AND DESIGNATION OF THE
STRUCTURAL OBSERVER

PROJECT ADDRESS: _____ PERMIT NUMBER: _____

Description of Work: _____

Owner: _____ Architect: _____ Engineer: _____

STRUCTURAL OBSERVATION (only checked items are required)			
Firm or Individual to be responsible for the Structural Observation:			
Name: _____	Phone: () _____	Calif. Registration: _____	
FOUNDATION	WALL	FRAME	DIAPHRAGM
☐ Footing, Stem Walls, Piers	☐ Concrete	☐ Steel Moment Frame	☐ Concrete
☐ Mat Foundation	☐ Masonry	☐ Steel Braced Frame	☐ Steel Deck
☐ Caisson, Piles, Grade Beams	☐ Wood	☐ Concrete Moment Frame	☐ Wood
☐ Stepp'g/Retain'g Foundation, Hillside Special Anchors	☐ Others: _____	☐ Masonry Wall Frame	☐ Others: _____
☐ Others: _____		☐ Others: _____	

DECLARATION BY OWNER

I, the Owner of the project, declare that the above listed firm or individual is hired **by me** to be the Structural Observer.

Signature _____ Date _____

DECLARATION BY ARCHITECT OR ENGINEER OF RECORD (required if the Structural Observer is different from the Architect or Engineer of Record)

I, the Architect or Engineer of record for the project, declare that the above listed firm or individual is designated by me to be responsible for the Structural Observation.

Signature _____ License No. _____ Date _____



STRUCTURAL OBSERVATION REPORT FORM

STRUCTURAL OBSERVATION means the visual observation of the structural system, for general conformance to the approved plans and specifications, at significant construction stages and at completion of the structural system. Structural observation does not include or waive the responsibility for the inspections required by Section 108, 1701 or other sections of the code.

Report No. _____

This report includes all construction work through _____ day of _____, 20____ Page No. _____ of _____

Project Address		Structural observer of Record (SOR)	Phone No. of SOR:
Permit No. :	Structural Observation Performed by:	Professional Lic./Reg. No. of Observer:	Phone No. of Observer

OBSERVED STRUCTURAL ELEMENTS AND THEIR CONNECTIONS

FOUNDATION	WALL	FRAMES	FLOOR	ELEMENTS/CONNECTION OBSERVATION LOCATION
☐ Footing, Stem Walls, Piers	☐ Concrete	☐ Steel Moment Frame	☐ Concrete	
☐ Mat Foundation	☐ Masonry	☐ Steel Braced Frame	☐ Steel Deck	
☐ Caisson, Piles, Grade Beams	☐ Wood	☐ Concrete Moment Frame	☐ Wood	
☐ Stepp'g/Retain'g Foundation, Hillside Special Anchors	☐ Others:	☐ Masonry Wall Frame	☐ Others:	

NOTED DEFICIENCIES with the proposed corresponding corrective actions with respect to general conformance with the approved plans or in the load path: (A final report by the structural observer which states that all observed deficiencies have been resolved is required before acceptance of the work by the building officials.)

I DECLARE THAT THE FOLLOWING STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE:

1. I AM THE ENGINEER OR ARCHITECT RETAINED BY THE OWNER TO BE IN RESPONSIBLE CHARGE FOR THE STRUCTURAL OBSERVATION IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF RIVERSIDE.
2. I, OR ANOTHER ENGINEER OR ARCHITECT WHO I HAVE DESIGNATED ABOVE AND IS UNDER MY RESPONSIBLE CHARGE, HAS PERFORMED THE REQUIRED SITE VISITS AT EACH SIGNIFICANT CONSTRUCTION STAGE TO VERIFY IF THE STRUCTURE IS IN GENERAL CONFORMANCE WITH APPROVED PLANS AND SPECIFICATIONS;
3. ALL NOTED DEFICIENCIES WHICH REMAIN TO BE CORRECTED HAVE BEEN INDICATED ABOVE;
4. I RECOMMEND THAT ACCEPTANCE OF THE STRUCTURAL SYSTEMS BY THE CITY OF RIVERSIDE BE WITHHELD UNTIL ALL OBSERVED DEFICIENCIES ARE CORRECTED.

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SIGNATURE OF STRUCTURAL OBSERVER

DATE

STAMP OF STRUCTURAL OBSERVER

STRUCTURAL OBSERVATION/ SIGNIFICANT CONSTRUCTION STAGES

(Only Checked items are required)

Architect or Engineer of Record for the project to be responsible for the "Structural Observation":

Name: _____ ☐ Licensed Architect ☐ Registered Engineer

Phone: (____) _____ California Registration Number: _____

CONSTRUCTION STAGE	CONSTRUCTION TYPE	ELEMENTS/CONNECTIONS TO BE OBSERVED
Foundation	☐ Footing, Stem Walls, Piers ☐ Mat Foundation ☐ Caisson, Pile, Grade Beams ☐ Stepping/Retaining Foundation ☐ Special Anchors ☐ Others:	
Wall	☐ Concrete ☐ Masonry ☐ Wood ☐ Others	
Frame	☐ Steel Moment Frame ☐ Steel Braced Frame ☐ Concrete Moment Frame ☐ Masonry Moment Frame ☐ Others	
Diaphragm	☐ Concrete ☐ Steel Deck ☐ Wood ☐ Others	
Others		

DECLARATION BY OWNER OR OWNER'S REPRESENTATIVE

I, ☐ the owner of the project ☐ the owner's representative, declare that the above listed firm or individual is hired by me to be the Structural Observer.

Signature_____
Date