



Town of Apex Inspections Department

Policy/Procedure

Re: Engineer Inspection Report Procedure

Effective Date: 2/20/2018 (ver. 1.5)

The requirements for the third party inspection report are:

- Be sealed, signed and dated.
- State the lot and subdivision **or** address of where the inspection was made.
- State the date the inspection was done.
- State the inspection is inspected using the Town approved plans.
- State that the inspection is **in conformance** (**Not: appears to be or in general conformance with**) with the requirements of the current code (i.e. 2012 North Carolina Residential Code) and any manufacture's installation instructions (i.e. I-joist, roof truss, or structural beam)
- State any deficiencies, if any, and state what corrective action is required.
- List the specific applicable code sections used for the inspection.

A framing inspection will no longer be accepted from a licensed engineer or licensed architect. The design professional can only inspect a component or element of a system within the framing inspection. This is under the direction of the North Carolina Department of Insurance and the North Carolina Inspector's Qualification Board. This is effective the date above.