

**ADMINISTRATIVE BULLETIN**

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<b>NO. AB-078</b>	:	
<b>DATE</b>	:	June 5, 2012 (Updated 01/01/14 for code references)
<b>SUBJECT</b>	:	Permit Review and Operation
<b>TITLE</b>	:	<b>Criteria for Waiving Special Inspection Requirements for Signs, Awnings and Canopies</b>

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<b>PURPOSE</b>	:	The purpose of this Administrative Bulletin is to establish criteria for waiving the special inspection requirements for signs, awnings and canopies meeting the conditions of this Administrative Bulletin.
<b>REFERENCES</b>	:	2013 California Building Code <ul style="list-style-type: none"><li>- Section 108A.1 Inspections, General</li><li>- Chapter 17 Structural Tests and Special Inspections</li><li>- Section 3107 Signs</li><li>- Section 3105 Awnings and Canopies</li></ul> DBI Administrative Bulletin AB-046, Special Inspection and Structural Observation Procedure
<b>DISCUSSION</b>	:	SFBC Section 1704.2 Exception 1 states that “Special inspections are not required for work of a minor nature or as warranted by conditions in the jurisdiction as approved by the building official.”

This Administrative Bulletin is to establish criteria for waiving the special inspection requirements for signs, awnings and canopies which are less than the sizes, weights and projection as specified below.

**Conditions of Waivers****1. Awnings and canopies**

- a. For fabric awnings and canopies, engineering calculations and special inspection on welding are waived.
- b. For fabric awnings and canopies, special inspection on anchor bolts is waived, provided that:
  - i. All expansion bolts are installed with the required torque per manufacturer’s ICC report, and,
  - ii. There are at least 4 bolts per connection and bolts are at least 3/8 diameter and embedded at least 3 inches.

**2. Signs**

For signs weighing less than 250 lbs., less than 24 sq. ft. in area and less than a 4 feet projection, engineering calculations and all special inspections are waived, provided that all expansion bolts are installed with the required torque per manufacturer’s ICC report.

For signs less than 24 sq. ft. in area but exceeding the weight and projection limits above, special inspection on welding is waived. Special inspection on anchor bolts is also waived, provided that:

- a. Structural calculations are submitted showing that the stress level is not more than 25% of the design allowable;
- b. All expansion bolts are installed with the required torque per manufacturer's ICC report; and
- c. There are at least 4 bolts per connection and bolts are at least 3/8 diameter and embedded at least three (3) inches.

Signed by:

Vivian L. Day, C.B.O.      6/5/2012  
Director  
Department of Building Inspection

Approved by the Building Inspection Commission on 3/21/2012