



2664 Riva Road
Annapolis MD 21401
Phone: (410) 222-7730

PROFESSIONAL ARCHITECTURAL OR ENGINEERING SERVICES APPLICABILITY

In accordance with the 2018 Anne Arundel County Building Code, Section 106.3.4, and Section 1704 of the International Building Code, all buildings involving professional architecture or engineering design services with the exception of detached one and two family dwellings and one-story buildings less than 5,000 square feet in area are subject to the following requirements: **(This does not however, relieve the contractor from the responsibility of routine inspections through our inspection divisions.)**

INSTRUCTIONS

Full-time project representation by a registered architect or engineer is required to determine that, generally the work is proceeding in accordance with the documents approved for the building permit. In addition, the architect or engineer shall be responsible for:

- a. Review of show drawings, samples and other submittals of the contractor as required by the construction contract documents as submitted for the building permit, and approval for conformance to the design concept.
- b. Review and approval of the contractor's quality control procedures for all code required control materials.
- c. Special architectural or engineering professional inspection or critical construction components requiring control materials or construction specified in accepted engineering practice standards listed in Chapter 35, International Building Code, 2018 Edition.

REPORTS

Quarterly progress reports with pertinent comments shall be sealed and submitted on the Architect or Engineer's letterhead during the construction period. These reports shall address, as a minimum, a) all site controlled fill; b) all footing/foundation placement; c) all structural and non-structural slabs; d) all structural steel prior to covering with assemblies, fireproofing, or other materials; and e) all specialized structural systems.

These quarterly reports are in addition to the required inspections performed by department personnel.

At the completion of construction, the architect or engineer shall submit to the building official a report on his letterhead as to the satisfactory completion and the readiness of the project for occupancy.

NOTE: A certificate of use and occupancy will be issued only upon receipt and approval of the completion report.

