



Non-Residential Energy Code Overview:

This brochure is intended to provide an overview of certain provisions of the Non-Residential Energy Code (NREC). The NREC is a portion of the Washington State Energy Code, WAC 51-11, that applies to non-Residential buildings.

An important feature of this code is the enforcement alternatives available to the Building Official. Working together, Building Officials, utility companies/agencies, and the private sector have streamlined the code implementation and enforcement process. These groups developed several options for enforcement of the NREC.

Building Services, in cooperation with local utilities, utilizes an option referred to as "SPE/SI" or **S**pecial **P**lans **E**xaminer/**S**pecial **I**nspector. The general concept behind SPE/SI is similar to other special inspector programs such as those used for steel, concrete or soils inspections. Owners, applicants, or agents are responsible for contracting directly with a Special Plans Examiner/Inspector for plan review and inspection services with regard to the NREC.

A Special Plans examiner or Special Inspector (SPE/SI) is an individual who has applied for and passed a comprehensive exam administered by the International Code Council (ICC) in the category of (1) Commercial Energy Plans Examiner or (2) commercial Energy Inspector. All SPE's and SI's used in this system must be approved by the local building department. ICC maintains an ongoing list of certified individuals available at: <http://www.iccsafe.org/Accreditation/Pages/default.aspx> (click on the Certified Code Safety Professional's link in the **Navigation** menu on the left hand side of the page and then select the **Search for ICC Certified Code Professionals** from

the **Related Links** menu on the right side of that page).

To re-emphasize, the Department of Building Services does not provide plan review or inspection services for Non-Residential Energy Code Inspections; *the owner, applicant, or agent contracts directly with the SPE/SI for these services.*

NREC Procedures:

- Employ and pay for the services of an SPE/SI.
- Supply complete and accurate drawings to the SPE.
- Include a completed **NREC Disclosure Form** (*the next page of this handout*) with the submittal for application for a Plan Review/Building Permit.
- Request SI field inspections at appropriate times.
- Provide direct access to all inspection areas and/or components.
- Maintain an accessible, on-site repository for:
 1. Approved plans, specifications, and material documents.
 2. SPE/SI records and documents.
 3. Change orders.
- Notify the Building Official of SI approval by submitting appropriate documents. Upon completion of the project and prior to Certificate of Occupancy Issuance, a final report generated by the SPE/SI must be submitted to Building Services.

See the next page for the Non-Residential Energy Code (NREC) Disclosure Form.

For more information, please contact:

City of Spokane Building Department
3rd Floor, City Hall, 808 W. Spokane Falls Blvd.
Spokane, Washington 99201
(509) 625-6300
www.buildingspokane.org



**Special Plans Examiner (SPE)/Special Inspector (SI)
NON-RESIDENTIAL ENERGY CODE (NREC) DISCLOSURE FORM**

The referenced project requires special plans examination and special inspection in accordance with City policy and the requirements of the Washington State Non-Residential Energy Code (NREC). Please acknowledge below and submit to the City of Spokane Department of Building Services.

Project Title: _____ Permit #: _____

Project Address: _____

Owner's Name: _____ Phone #: (____) _____

Owner's Address: _____ State: _____ Zip: _____

A permit for a non-residential building cannot be issued until this form has been submitted and recorded. If separate agencies/individuals are performing the plans examination and special inspection services, separate forms will be required.

Plan Review Acknowledgment

I hereby acknowledge that I am a qualified Special Plans Examiner (SPE); and I certify that the plans for the referenced project substantially meet or exceed the *(check all that apply)*:

Envelope

Mechanical

Lighting

...compliance provisions of the Non-Residential Energy Code currently adopted by the State of Washington.

Signature: _____ Date: _____

Printed Name: _____ Phone: _____

Address: _____ State: _____ Zip: _____

The **Inspection Acknowledgement** section (below) must be completed and submitted to the Department of Building Services before a Certificate of Occupancy for the project can be issued.

Inspection Acknowledgement

I hereby acknowledge that I am a qualified Special Inspector (SI); that I have inspected the referenced project; and that the completed project substantially meets or exceeds the *(check all that apply)*:

Envelope

Mechanical

Lighting

...compliance provisions of the Non-Residential Energy Code currently adopted by the State of Washington.

Signature: _____ Date: _____

Printed Name: _____ Phone: _____

Address: _____ State: _____ Zip: _____