



Miramar | Building Division

Building, Planning & Zoning Department

2200 Civic Center Place | Miramar, Florida 33025

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www.miramarfl.gov

Broward County Building Safety Inspection Program (BSIP)

BROWARD COUNTY BUILDING SAFETY INSPECTION PROGRAM

Disclaimer: The information shown below does not necessarily reflect all requirements needed for permit application. This information is intended only for minimum guidelines about how to proceed with the application for permit. **As per Florida Building Code, Section 107.2.1**, construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this Code and relevant laws, ordinances, rules and regulations, as determined by the **Building Official**. Therefore, it will be the entire responsibility of the applicant to provide all required documentation to apply for permit.

The Broward Board of Rules & Appeals BORA has established a building safety inspection program for buildings and structures that have been in existence for a period of 25 years or longer. BORA by written policy shall establish the guidelines and criteria which will be the minimum requirements for the Building Safety Inspection Program. The Building Official shall enforce the building safety inspection Program.

In order to implement the new Building Safety Inspection Program in an orderly manner to clear a backlog of buildings needing inspection, implementation shall proceed as follows:

1. 25 year or older buildings of 11,000 square feet or more – compliance in calendar year 2006
2. 25 year or older buildings 7,000 square feet or more – compliance no later than calendar year 2007
3. 25 year or older building 5,500 square feet or more – compliance no later than calendar year 2008
4. 25 year or older buildings 4,650 square feet or more – compliance no later than calendar year 2009
5. 25 year or older buildings 3,800 square feet or more – compliance no later than calendar year 2010
6. 25 year or older buildings 3,500 square feet or more – compliance no later than calendar year 2011

Subsequent building inspections shall be required at ten (10) year intervals -Section 110.15 Effective January 1, 2006, regardless of when the inspection report for same is finalized or filed. Any buildings or structures not otherwise excluded as set forth herein shall be inspected at the same time as the initial 40-year inspection of the building and shall be re-inspected in accordance with the schedule for the building.

Exemption from this program are:

- U.S. government buildings
- State of Florida owned buildings
- Buildings built on Indian reservations
- Schools under the jurisdiction of the Broward County School Board
- One- and two-family dwellings
- Minor structures defined as buildings or structures in any occupancy group having a gross floor area less than 3,500 square feet

ATTENTION APPLICANT: READ CAREFULLY THE ATTACHED INFORMATION ABOUT THE PROGRAM

- Detailed information about the program
- Guidelines for buildings to be inspected by design professionals hired by private building owners
- Structural and electrical report forms

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Revised Date: 01-08-2026

Effective Date: 03-09-2026

Select One Trade: ☒ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Other _____Private Provider? ☐ YES ☐ NO If yes, attach [Form # 61G20-2.005-2002-01](#)Per F.S. 553.791(2)(a), do you have the written fee owner's authorization to use a private provider? ☐ YES ☐ NO

Application Number: _____ Application Date: _____

1

Job Address: _____ Unit: _____ City: _____

Tax Folio No.: _____ Flood Zn: _____ BFE: _____ Floor Area: _____ Job Value: _____

Building Use: _____ Construction Type: _____ Occupancy Group: _____

Present Use: _____ Proposed Use: _____

Description of Work: _____

☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other: _____Legal Description: _____ ☐ Attachment**2**

Property Owner: _____ Phone: _____ Email: _____

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

3

Contracting Co.: _____ Phone: _____ Email: _____

Company Address: _____ City: _____ State: _____ Zip: _____

Qualifier's Name: _____ Owner-Builder License Number: _____

☐ License Exempted per F.S. 489.117(4)(a)1 Business Tax Receipt Number: _____**4**

Architect/Engineer's Name: _____ Phone: _____ Email: _____

Architect/Engineer's Address: _____ City: _____ State: _____ Zip: _____

Bonding Company: _____

Bonding Company's Address: _____ City: _____ State: _____ Zip: _____

Fee Simple Titleholder's Name (If other than the owner) _____

Fee Simple Titleholder's Name
(If other than the owner) _____ City: _____ State: _____ Zip: _____

Mortgage Lender's Name: _____

Mortgage Lender's Address: _____ City: _____ State: _____ Zip: _____

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATIONRevised Date: 01-08-2026
Effective Date: 03-09-2026

Job Address: _____ Unit: _____ City: _____

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

X _____
Signature of Property Owner or Agent (Including Contractor)

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Property Owner or Agent Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

X _____
Signature of Qualifier

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Qualifier or Agent Name)

NOTARY'S SIGNATURE as to Qualifier or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

APPROVED BY: _____ Permit Officer Issue Date: _____ Code in Effect: _____
FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY

A jurisdiction may use a supplemental page to request additional information and cite other conditions. Please inquire.

Note: If any development work as described in FS 380.04 Sec. 2 A-G is to be performed, a development permit must be obtained prior to the issuance of a building permit.

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Revised Date: 01-08-2026

Effective Date: 03-09-2026

Select One Trade: ☐ Building ☒ Electrical ☐ Plumbing ☐ Mechanical ☐ Other _____Private Provider? ☐ YES ☐ NO If yes, attach [Form # 61G20-2.005-2002-01](#)Per F.S. 553.791(2)(a), do you have the written fee owner's authorization to use a private provider? ☐ YES ☐ NO

Application Number: _____ Application Date: _____

1

Job Address: _____ Unit: _____ City: _____

Tax Folio No.: _____ Flood Zn: _____ BFE: _____ Floor Area: _____ Job Value: _____

Building Use: _____ Construction Type: _____ Occupancy Group: _____

Present Use: _____ Proposed Use: _____

Description of Work: _____

☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other: _____Legal Description: _____ ☐ Attachment**2**

Property Owner: _____ Phone: _____ Email: _____

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

3

Contracting Co.: _____ Phone: _____ Email: _____

Company Address: _____ City: _____ State: _____ Zip: _____

Qualifier's Name: _____ Owner-Builder License Number: _____

☐ License Exempted per F.S. 489.117(4)(a)1 Business Tax Receipt Number: _____**4**

Architect/Engineer's Name: _____ Phone: _____ Email: _____

Architect/Engineer's Address: _____ City: _____ State: _____ Zip: _____

Bonding Company: _____

Bonding Company's Address: _____ City: _____ State: _____ Zip: _____

Fee Simple Titleholder's Name (If other than the owner) _____

Fee Simple Titleholder's Name
(If other than the owner) _____ City: _____ State: _____ Zip: _____

Mortgage Lender's Name: _____

Mortgage Lender's Address: _____ City: _____ State: _____ Zip: _____

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Job Address: _____ Unit: _____ City: _____

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OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

X _____
Signature of Property Owner or Agent (Including Contractor)

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Property Owner or Agent Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

X _____
Signature of Qualifier

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Qualifier or Agent Name)

NOTARY'S SIGNATURE as to Qualifier or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

APPROVED BY: _____ Permit Officer Issue Date: _____ Code in Effect: _____
FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY

A jurisdiction may use a supplemental page to request additional information and cite other conditions. Please inquire.

Note: If any development work as described in FS 380.04 Sec. 2 A-G is to be performed, a development permit must be obtained prior to the issuance of a building permit.

ELECTRICAL SAFETY INSPECTION REPORT FORM

Inspection Firm or Individual Name: _____

Address: _____

Telephone Number: _____

Inspection Commenced Date: _____ Inspection Completed Date: _____

☐ No Repairs Required
 ☐ Repairs are Required as Outlined in the Attached Inspection Report

Florida Licensed Professional:

☐

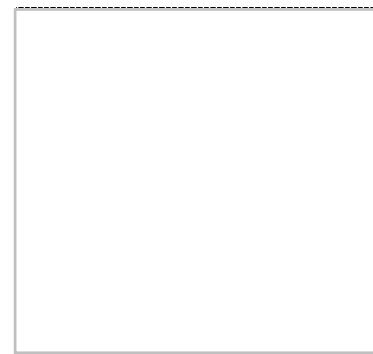
Engineer

☐

Architect

Name: _____

License Number: _____



Seal

I am qualified to practice in the discipline in which I am hereby signing,

Signature: _____ Date: _____

This report has been based upon the minimum inspection guidelines for building safety inspection as listed in the Broward County Board of Rules and Appeals Policy #05-05. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the structure based upon careful evaluation of observed conditions to the extent reasonably possible.

1. DESCRIPTION OF STRUCTURE

a. Name on Title:

b. Street Address:

c. Legal Description:

d. Owner's Name:

e. Owner's Mailing Address:

f. Email Address:

Contact Number:

g. Folio Number of Property on which Building is Located:

h. Building Code Occupancy Classification:

i. Present Use:

j. General Description:

Type of Construction:

k. Square Footage:

Number of Stories:

l. Special Features:

m. Additional Comments:

2. INSPECTIONS

a. Date of Notice of Required Inspection:

b. Date(s) of Actual Inspection:

c. Name and Qualifications of Individual Preparing Report:

d. Are any Electrical Repairs Required?

1.

☐

No – None Required

2.

Yes – Required (Describe Nature of Repairs):

***** NOTE: Provide photographs as necessary to reflect relevant conditions and index appropriately. *****

3. ELECTRIC SERVICE

a. Size: Voltage (_____); Amperage (_____);

b. Main Service Protection (_____ Amps): ☐ Fuse ☐ Breaker

c. Service Rating Amperage (_____ Amps):

d. Phase: ☐ Three Phase ☐ Single Phase

e. Condition: ☐ Good ☐ Needs Repairs

Describe the Nature of Repairs:

4. SERVICE EQUIPMENT

a. Clearances: ☐ Good ☐ Requires Repair

Describe the Nature of Repairs:

5. ELECTRIC ROOMS

a. Clearances: ☐ Good ☐ Requires Repair

Describe the Nature of Repairs:

6. GUTTERS, WIREWAYS, ETC.

a. Location: ☐ Good ☐ Requires Repair

Describe the Nature of Repairs:

b. Taps and Box Fill: ☐ Good ☐ Requires Repair

Describe the Nature of Repairs:

7. ELECTRICAL SWITCHGEAR

a. Panel # (_____) ☐ Good ☐ Needs Repairs

b. Panel # (_____) ☐ Good ☐ Needs Repairs

c. Panel # (_____) ☐ Good ☐ Needs Repairs

d. Panel # (_____) ☐ Good ☐ Needs Repairs

e. Panel # (_____) ☐ Good ☐ Needs Repairs

Describe the Nature of Repairs:

8. BRANCH CIRCUITS

a. Identified: ☐ Yes ☐ Must Be Identified

b. Conductors: ☐ Good ☐ Deteriorated ☐ Must Be Replaced

Describe the Nature of Repairs:

9. GROUNDING OF SERVICE

☐ Good ☐ Repairs Required

Comments:

10. GROUNDING OF EQUIPMENT

☐ Good ☐ Repairs Required

Comments:

11. SERVICE CONDUITS/RACEWAYS

☐

Good

☐

Repairs Required

Comments:

12. SERVICE CONDUCTOR AND CABLES

☐

Good

☐

Repairs Required

Comments:

13. GENERAL CONDUIT/RACEWAYS

☐

Good

☐

Repairs Required

Comments:

14. FEEDER CONDUCTORS

☐

Good

☐

Repairs Required

Comments:

15. BUSWAYS

a. Location:

☐

Good

☐

Repairs Required

Describe the Nature of Repairs:

16. OTHER CONDUCTORS

☐

Good

☐

Repairs Required

Comments:

17. EMERGENCY LIGHTING

☐

Good

☐

Repairs Required

Comments:

18. BUILDING EGRESS ILLUMINATION

☐

Good

☐

Repairs Required

Comments:

19. FIRE ALARM SYSTEM

☐

Good

☐

Repairs Required

Comments:

20. SMOKE DETECTORS

☐

Good

☐

Repairs Required

Comments:

21. EXIT LIGHTS

☐

Good

☐

Repairs Required

Comments:

22. EMERGENCY POWER SYSTEMS

☐

Good

☐

Repairs Required

Comments:

23. WIRING AND CONDUIT AT ALL PARKING LOTS AND GARAGES

☐

Good

☐

Repairs Required

Comments:

24. SWIMMING POOL WIRING

☐

Good

☐

Repairs Required

Comments:

25. WIRING TO MECHANICAL EQUIPMENT

☐

Good

☐

Repairs Required

Comments:

STRUCTURAL SAFETY INSPECTION REPORT FORM

Inspection Firm or Individual Name: _____

Address: _____

Telephone Number: _____

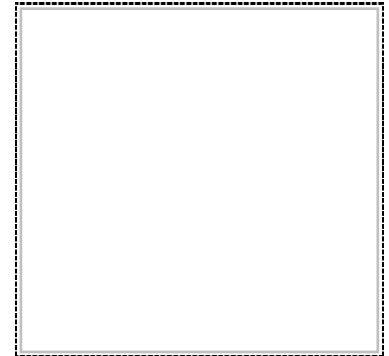
Inspection Commenced Date: _____ Inspection Completed Date: _____

☐ No Repairs Required
 ☐ Repairs are Required as Outlined in the Attached Inspection Report

 Florida Licensed Professional: ☐ Engineer ☐ Architect

Name: _____

License Number: _____

 Threshold Building – Certified Special Inspector ☐ Yes ☐ No


Seal

I am qualified to practice in the discipline in which I am hereby signing,

Signature: _____ Date: _____

This report has been based upon the minimum inspection guidelines for building safety inspection as listed in the Broward County Board of Rules and Appeals Policy #05-05. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the structure based upon careful evaluation of observed conditions to the extent reasonably possible.

1. DESCRIPTION OF STRUCTURE

a. Name on Title:

b. Street Address:

c. Legal Description:

d. Owner's Name:

e. Owner's Mailing Address:

f. Email Address:

Contact Number:

g. Folio Number of Property on which building is located:

h. Building Code Occupancy Classification:

i. Present Use:

j. General Description:

Type of Construction:

k. Square Footage:

Number of Stories:

l. Is this a Threshold Building (per F.S. 553.71):

☐ Yes☐ No

m. Special Features:

n. Describe any Additions to the Original Structure:

o. Additional Comments:

2. PRESENT CONDITION OF STRUCTURE

a. General Alignment (Note: Good, Fair, Poor, Explain if Significant):

1. Bulging: ☐ Good ☐ Fair ☐ Poor ☐ Significant (Explain):

2. Settlement: ☐ Good ☐ Fair ☐ Poor ☐ Significant (Explain):

3. Deflections: ☐ Good ☐ Fair ☐ Poor ☐ Significant (Explain):

4. Expansion: ☐ Good ☐ Fair ☐ Poor ☐ Significant (Explain):

5. Contraction: ☐ Good ☐ Fair ☐ Poor ☐ Significant (Explain):

b. Portion Showing Distress (Note: Beams, Columns, Structural Walls, Floor, Roofs, Other):

c. Surface Conditions – Describe General Conditions of Finishes, (Noting Cracking, Spalling, Peeling, Signs of Moisture Penetration, and Strains):

d. Cracks – Note the Location of Significant Members. Identify crack size as HAIRLINE if barely discernible; FINE if less than 1mm in width; MEDIUM if between 1mm and 2mm in width; WIDE if over 2mm:

e. General Extent of Deterioration – Cracking or Spalling Concrete or Masonry, Oxidation of Metals; Rot or Borer Attack in Wood:

f. Note Previous Patching or Repairs:

g. Nature of Present Loading Indicate Residential, Commercial, and Other Estimated Magnitude:

3. INSPECTIONS

a. Date of Notice of Required Inspection:

b. Date(s) of Actual Inspection:

c. Name and Qualifications of the Individual Preparing Report:

d. Description of Laboratory or Other Formal Testing, if required, rather than Manual or Visual Procedures:

e. Structural Repairs:

f. Has the Property Record been Researched for any Current Code Violations or Unsafe Structure Cases?

☐

Yes

☐

No

Explanation/Comments:

4. SUPPORTING DATA ATTACHED

a. Sheets of Written Data:

b. Photographs:

c. Drawings or Sketches:

d. Test Reports:

5. FOUNDATION

a. Describe Building Foundation:

b. Describe any Cracks or Separation in the Walls, Columns or Beams that Signal Differential Settlement:

c. Is there Additional Sub-Soil Investigation Required?

☐

Yes

☐

No

1. If yes, explain:

6. MASONRY BEARING WALL – Indicate Good, Fair or Poor on Appropriate Lines

a. Concrete Masonry Units:

☐

Good

☐

Fair

☐

Poor

b. Clay Tile or Cotta Units:

☐

Good

☐

Fair

☐

Poor

c. Reinforced Concrete Tie Columns:

☐

Good

☐

Fair

☐

Poor

d. Reinforced Concrete Tie Beams:

☐

Good

☐

Fair

☐

Poor

e. Lintel:

☐

Good

☐

Fair

☐

Poor

f. Other Type Bond Beams:

☐

Good

☐

Fair

☐

Poor

g. Masonry Finishes – Exterior:

1. Stucco:

☐

Good

☐

Fair

☐

Poor

2. Veneer:

Good

Fair

Poor

3. Paint Only:

Good

Fair

Poor

4. Other:

Good

Fair

Poor

4a. Explain:

h. Cracks – Describe Beams, Columns, or Others, Including Locations:

i. Spalling – Describe Beams, Columns, or Others, Including Locations:

j. Rebar Corrosion – Check Appropriate Line:

- | | | |
|----|--------------------------|---|
| 1. | ☐ | None Visible |
| 2. | ☐ | Minor – Patching Will Suffice |
| 3. | ☐ | Significant – Patching Will Suffice |
| 4. | ☐ | Significant – Structural Repairs Required |

4a. Describe:

k. Were Samples Chipped Out for Examination in Spalled Areas?

- | | | |
|----|--------------------------|--|
| 1. | ☐ | No |
| 2. | ☐ | Yes – Describe Color, Texture, Aggregate, and General Quality: |

7. FLOOR AND ROOF SYSTEM**a. Roof:**

1. Describe the Type and Condition of the Current Roof:

2. Note Water Tanks, Cooling Towers, Air Conditioning Equipment, Signs, Other Heavy Equipment and Condition of Support:

3. Note Types of Drains, Scuppers, and Condition:

4. Describe Parapet Construction and Current Condition:

5. Describe Mansard Construction and Current Condition:

6. Describe any Roofing Framing Member with Obvious Overloading, Overstress, Deterioration, or Excessive Deflection:

7. Note any Expansion Joint and Condition:

b. Floor System(s):

1. Describe Type of System Framing, Material, Spans, and Condition:

2. Balconies – Indicate Location, Framing System, Material, and Condition:

3. Stairs and Escalators – Indicate Location, Framing System, Material, and Condition:

4. Ramps – Indicate Location, Framing System, Material, and Condition:

5. Guardrails – Indicate Type, Location, Material and Condition:

c. Inspection:

Note: Exposed areas available for inspection and where it was found necessary to open ceilings, etc. for inspection of typical framing members.

8. STEEL FRAMING SYSTEM

a. Full Description of the System:

b. Exposed Steel – Describe the Condition of the Paint and Degree of Corrosion:

c. Steel Connections – Describe Type and Condition:

d. Concrete or Other Fireproofing – Describe any Cracking or Spalling and Note Where any Covering was Removed for Inspection:

- e. Identify any Steel Framing Member with Obvious Overloading, Overstress, Deterioration, or Excessive Deflection. Provide Location(s):

- f. Elevator Sheave Beams, Connections, and Machine Floor Beams – Note Column:

9. CONCRETE FRAMING SYSTEM

- a. Full Description of the Structural System:

- b. Cracking:

1. ☐ Significant ☐ Not Significant

2. Description of Members Affected, Location, and Type of Cracking:

- c. General Condition:

d. Rebar Corrosion – Check Appropriate Line:

- | | | |
|----|--------------------------|--|
| 1. | ☐ | None Visible |
| 2. | ☐ | Location and Description of Members Affected and Type Cracking |
| 3. | ☐ | Significant – Patching Will Suffice |
| 4. | ☐ | Significant – Structural Repairs Required (Describe): |

e. Were Samples Chipped Out for Examination in Spalled Areas?

- | | | |
|----|--------------------------|--|
| 1. | ☐ | No |
| 2. | ☐ | Yes – Describe Color, Texture, Aggregate, General Quality: |

f. Identify any Concrete Framing Member with Obvious Overloading, Overstress, Deterioration, or Excessive Deflection. Provide Location(s):

10. WINDOWS, STOREFRONTS, CURTAINWALLS AND EXTERIOR DOORS

a. Windows, Storefronts, and Curtainwalls:

b. Structural Glazing on the Exterior Envelope of the Threshold Building: ☐ Yes ☐ No

1. Previous Inspection Date: _____

2. Description of Curtainwall Structural Glazing and Adhesive Sealant:

3. Describe the Condition of System:

c. Exterior Doors:

1. Type (Wood, Steel, Aluminum, Sliding Glass Door, Other):

2. Anchorage Type and Condition of Fasteners and Latches:

3. Sealant Type and Condition of Sealant:

4. General Condition:

5. Describe Repairs Needed:

11. WOOD FRAMING

a. Type – Fully Describe Mill Construction, Light Construction, Major Spans, and Trusses:

b. Indicate the Condition of the Following:

1. Walls:

2. Floors:

3. Roof Member, Roof Trusses:

c. Note Metal Fitting (i.e., Angles, Plates, Bolts, Splint Pintles, Other and Note Condition):

d. Joints – Note if Well Fitted and Still Closed:

e. Drainage – Note Accumulations of Moisture:

f. Ventilation – Note any Concealed Spaces not Ventilated:

g. Note any Concealed Spaces Opened for Inspection:

h. Identify any Wood Framing Member with Obvious Overloading, Overstress, Deterioration, or Excessive Deflection:

12. BUILDING FAÇADE INSPECTION (Threshold Building)

a. Identify and Describe the Exterior Walls and Appurtenances on All Sides of the Building (Cladding Type, Corbels, Precast Appliques, etc.):

b. Identify the Attachment Type of each Appurtenance Type (Mechanically Attached or Adhered):

- c. Indicate the Condition of each Appurtenance (Distress, Settlement, Splitting, Bulging, Cracking, Loosening of Metal Anchors and Supports, Water Entry, Movement of Lintel or Shelf Angles, or Other Defects):

13. SPECIAL OR UNUSUAL FEATURES IN THE BUILDING

- a. Identify and Describe any Special or Unusual Features (i.e., Cable Suspended Structure, Tensile Fabric Roof, Large Sculpture, Chimney, Porte-Cochere, Retaining Wall, Seawall, etc.):

- b. Indicate the Condition of Special Feature, its Supports, and Connections:

Broward County Board of Rules and Appeals Policy #05-05

Subject: Broward County Board of Rules and Appeals – Building Safety Inspection Program

I. GENERAL:

- A. Section 110.15 of the Broward County Administrative Provisions of the Florida Building Code has established a **Building Safety Inspection Program**.
- B. The procedures established herein are the basic guidelines for the Building Safety Inspection Program.
- C. The following buildings or structures are exempt from this program:
 - 1. US Government Buildings
 - 2. State of Florida Buildings
 - 3. Buildings built on sovereign tribal lands.
 - 4. School buildings under the jurisdiction of the Broward County School Board.
 - 5. Single-family, two-family, three-family, and four-family dwellings with three or fewer habitable stories above ground.
 - 6. Fee simple Townhouses as defined in the Florida Building Code.
 - 7. Minor structures, defined as buildings or structures in any occupancy group having a building area of less than three thousand five hundred (3,500) square feet.
 - 8. Railroads and ancillary facilities associated with the railroad.
- D. All buildings or structures that have performed a Building Safety Inspection under the prior program (“40 Year Building Safety Inspection Program”) are deemed compliant with F.S.553.899 and the Florida Building Code, Existing Building (Chapter 18). The subsequent Building Safety Inspections are due every ten years from the year the initial Building Safety Inspection was required.
- E. The Building Safety Inspection Program shall serve as compliance for both phase one and phase two milestone inspection requirements for buildings or structures as defined under Florida Statutes, Section 553.899, and the Florida Building Code, Existing Building (Chapter 18).
- F. If an owner of a building fails to ensure that the Building Safety Inspection is completed, the Building Official may file a complaint with the Department of Business and Professional Regulation Division of Condominiums, Timeshares, and Mobile Homes documenting such failure.
- G. Improvements to the original building should be inspected based on the code at the time of permitting unless specified by the National Electrical Code.
- H. The purpose of the Building Safety Inspection Program is not intended to determine if the condition of an existing building is in compliance with the current edition of the Florida Building Code.

II. DEFINITIONS:

- A. **Threshold Building:** Any building that is greater than three stories or 50 feet in height or which has an assembly occupancy classification as defined in the Florida Building Code that exceeds 5,000 square feet in area and an occupant content of greater than 500 persons or as otherwise defined by section 553.71, Florida Statutes, which may be amended from time to time.
- B. **Minor Buildings or Structures:** Buildings or structures in any occupancy group having a building area of less than 3,500 sq. ft.
 - 1. Any building or structure, regardless of size, which houses, covers, stores, or maintains any support features, materials, or equipment necessary for the operation of all or part of the primary structure, or operation of any

feature located upon the real property, shall not be considered a minor building or structure and shall be subject to inspection as otherwise set forth herein.

2. Structures to be included in the Building Safety Inspection Program are elevated decks, balconies, docks, and seawalls if attached to or supporting any structure. Parking garages, guardrails, and as such, are not exempt from this program.

C. Building Safety Inspection: A structural and electrical inspection of a building or structure by a Florida licensed professional authorized to practice in this state for the purposes of attesting to the life safety and adequacy of the building or structure. And, to the extent reasonably possible, determine the general condition of the building or structure as it affects its safety, including a determination of any necessary maintenance, repair, or replacement of any structural or electrical component.

D. Substantial Structural Deterioration: Substantial structural distress that negatively affects a building's general structural condition and integrity. The term does not include surface imperfections such as cracks, distortion, sagging, deflections, misalignment, signs of leakage, or peeling of finishes unless the Florida licensed professional performing the Building Safety Inspection determines that such surface imperfections are a sign of substantial structural deterioration.

E. Florida Licensed Professional: An Engineer or Architect licensed under Florida Statute 471 or 481.

F. Building Area: The total square footage of a building, including exterior walls.

III. BUILDING SAFETY INSPECTION PROGRAM SCOPE:

A. Inspection Procedures shall conform to the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals titled "General Considerations & Guidelines for Building Safety Inspections," which are included in this policy.

1. The Building Official shall notify the owner(s), association, or their duly authorized representative(s), of all buildings and structures requiring inspection under these guidelines. And, to retain all the necessary documentation to confirm compliance as set forth herein.
2. The inspecting professional shall have a right of entry into all areas necessary to comply with this program.
3. The owner or association shall be responsible for all costs associated with the inspection and any resulting required repairs and modifications.

B. Inspection Schedule:

1. All buildings and structures shall be inspected in the manner described herein, where such buildings or structures reach 25 years of age or older, based on the date that the certificate of occupancy was issued and as determined by the Building Official, who shall at such time issue a **Notice of Required Inspection** to the building owner or association.
2. The subsequent Building Safety Inspections are due every ten years from the year the initial Building Safety Inspection was required, regardless of when the previous inspection report for the building or structure was finalized or filed.

C. Notices of Required Inspection:

1. By June of each year, BORA will provide each local jurisdiction with a list of buildings and structures due for inspection.
2. From June through August, the Building Official shall notify the building owner or association by certified mail return receipt that their properties are due for inspection.
3. Notwithstanding the foregoing, the failure by a building official to provide a **Notice of Required Inspection** shall not affect a building owner's or association's requirement to timely procure the required inspection and any necessary repairs, provide a written report and certification of a building or structure.

D. Qualifications of Inspectors:

1. If the building or structure is not a “Threshold Building” as defined by the Florida Building Code, required reports shall be prepared by a Florida licensed Professional qualified by training and experience in the specific technical field involved in the inspection and report.
2. If the building or structure is a “Threshold Building” as defined herein, then:
 - a. The structural portion of such report shall be prepared by a Florida-licensed professional in the State of Florida specializing in structural engineering and licensed as a Special Inspector under F.S. 471 and 481.
3. Any person responsible for removing electrical equipment covers for the purpose of allowing inspections related to this program shall be familiar with the requirements of NFPA 70E and OSHA 1910 by verification with a certificate of completion.
4. The Electrical Safety Inspection report shall be completed by a qualified Florida-licensed professional specializing in electrical design.

E. Reporting Procedures:

1. Within 180 days of receiving the **Notice of Required Building Safety Inspection**, the owner or association must complete the Building Safety Inspection. The Florida licensed professional shall issue a written report, including the Broward County Board of Rules and Appeals Structural and Electrical Safety Inspection report forms, to the Building Official and the owner or association. The report will state that each such building or structure is structurally and electrically safe, or has been made structurally and electrically safe, for the specified use for continued occupancy, in conformity with the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals or will indicate the types of repairs necessary to be undertaken.
2. The Building Official may issue an extension of not more than 60 days to submit a Building Safety Inspection report.
3. The inspection report shall, at a minimum, meet all the following criteria:
 - a. Bear the seal and signature, or the electronic signature, of the licensed engineer or architect who performed the inspection.
 - b. In addition to a detailed written narrative report, the completed BORA Structural and Electrical Safety Inspection report forms shall be submitted as part of the report.
 - c. Color photos with sufficient resolution shall be included with the reports to adequately convey typical conditions observed, particularly where defects have been found.
 - d. Indicate the manner and type of inspection forming the basis for the inspection report.
 - e. Identify any substantial structural deterioration or electrical deficiencies within a reasonable professional probability based on the scope of the inspection. Describe the extent of such deterioration and deficiencies and identify any repairs for such issues.
 - f. State whether any unsafe or dangerous conditions, as those terms are defined in the Florida Building Code, were observed.
 - g. Recommend remedial or preventive repair for any items that are damaged but do not have substantial structural deterioration and deficiencies.
 - h. Identify and describe any items requiring further inspection.
4. If the building inspected is a condominium or cooperative, the association must distribute a copy of the inspector-prepared summary of the inspection report to each condominium unit owner or cooperative unit owner, regardless of the findings or recommendations in the report, delivered by United States mail, personal delivery or electronic transmission to unit owners who previously consented to receive notice by electronic transmission. Post a copy of the inspector-prepared summary in a conspicuous place on the condominium or cooperative property and publish the full report and inspector-prepared summary on the association’s website if the association is required to have a website.
5. A local enforcement agency may prescribe timelines and penalties with respect to compliance with this section.

F. Duty to Report:

Any Florida licensed professional who performs an inspection of an existing building or structure has a duty to report to the owner, association, and the Building Official any findings that, if left unaddressed, would endanger life or property no later than ten days after informing the appropriate parties of such findings. However, if such a professional finds that there are conditions in the building or structure causing an actual or immediate danger of

the failure or collapse of the building or structure or if there is a health hazard, windstorm hazard, fire hazard, or any other life safety hazard, such professional shall report such conditions **immediately** to the building owner or association, and to the Building Official within 24 hours of the time of discovery. In addition to assessing any fines or penalties provided by Broward County or the municipality, the Building Official shall report any violations of this provision to the appropriate licensing agency, regulatory board, and professional organization of such engineer or architect.

G. Required Repairs or Modifications:

1. In the event that repairs or modifications are found to be necessary as a result of the Building Safety Inspection, the owner shall have a total of 180 days from the date of the Building Safety Inspection report unless otherwise specified by the Building Official in accordance with Florida Building Code Section 110.15 (Florida Building Code, Broward County Amendments), in which to complete required repairs and correct the structural and electrical deficiencies. All applicable Building Code requirements shall be followed with all applicable permits obtained. The Florida Existing Building Code will specify whether the repairs or modifications can be made under the code in effect when the building was originally permitted or the code currently in effect. If an owner or association fails to submit proof to the local enforcement agency that repairs have been scheduled or have commenced for substantial structural deterioration and electrical deficiencies identified in the inspection report within the required timeframe, the structure may be deemed to be unsafe and unfit for occupation. Such findings shall be reviewed by the Building Official and shall be sent to the Special Magistrate, Code Enforcement Board, or Unsafe Structures Board, as appropriate.
2. When any electrical or structural repairs or modifications are required, the responsible licensed professional who has performed the Building Safety Inspection and issued the report shall provide the building owner, association, and the Building Official with a signed and sealed letter indicating whether the building or structure may continue to be safely occupied while the building or structure is undergoing repairs. Such a letter shall be valid for no more than 180 days. A new letter shall be issued if repairs or modifications remain ongoing.
3. For deficiencies that cannot be corrected within 180 days, the time frame may be extended when a time frame is specified by the responsible licensed professional and approved by the Building Official. Such extensions shall be contingent on maintaining an active building permit as specified in the Florida Building Code, Broward County Amendments, Section 105.3.2.
4. Once a permit is obtained for all necessary repairs or modifications from the local building department, which has jurisdiction, the Florida Building Code shall govern time restraints for such permits or in accordance with a more restrictive timeframe as directed by the design professional.
5. The Building Official may issue an extension of not more than 60 days to obtain any necessary permits upon a written extension request from a licensed professional qualified as stated herein for the type of building or structure in question. Such request shall contain a signed and sealed statement from the professional that the building may continue to be occupied while undergoing the Building Safety Inspection.
6. Once all required repairs, whether structural or electrical or both, have been completed, the responsible licensed professional who has performed the safety inspection and issued the report shall re-inspect the areas noted on the original report and shall provide the building owner, association, and building official an amended report with a signed and sealed letter stating that all of the required repairs and corrections have been completed and that the building or structure is acceptable for continued use under the present occupancy. The building owner or responsible professional shall submit that letter to the Building Official.

H. Violations:

1. If the notice of violation is not complied with promptly, the Building Official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct, or abate such violation or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.
2. If an owner or association of a building or structure fails to timely submit the Building Safety Inspection report to the Building Official or seek an extension request in accordance with the above, the Building Official shall elect the choice of either a Special Magistrate or Code Enforcement Board as set forth under Florida Statutes, Section 162, et. al., to conduct a hearing to address such failure. In the event an owner fails to comply with the repair and modification requirements as determined from the Building Safety Inspection report as set forth herein, the structure may be deemed to be unsafe and unfit for occupation. Such findings

shall be reviewed by the Building Official and shall be sent to the Special Magistrate, Code Enforcement Board, or Unsafe Structures Board, as appropriate.

3. The Building Official may revoke, at any time, a Building Safety Inspection report if the Building Official determines that the written inspection report contains any misrepresentation of the actual conditions of the building or structure.

General Considerations & Guidelines for Building Safety Inspections

Part of Broward County BORA Policy #05-05

I. SCOPE OF STRUCTURAL INSPECTION

The **fundamental purpose** of the required Building Safety Inspection and report is to confirm in a reasonable fashion that the building or structure under consideration is safe for continued use under its present occupancy. As implied by the title of this document, this is a recommended procedure, and under no circumstances are these minimum recommendations intended to supplant proper professional judgment.

Such inspection shall be for the purpose of determining the general structural condition of the building or structure to the extent reasonably possible of any part, material, or assembly of a building or structure which affects the safety of such building or structure and which supports any dead, live, or wind load.

In general, unless there is obvious overloading or significant deterioration of important structural elements, there is little need to verify the original design. It is obvious that this has been time-tested if still offering satisfactory performance. Rather, it is important that the effects of time with respect to the degradation of the original construction materials be evaluated. It will rarely be possible to visually examine all concealed construction, nor should such be generally necessary. However, a sufficient number of typical structural members should be examined to permit reasonable conclusions to be drawn.

Visual Examination will, in most cases, be considered adequate when executed systematically. The visual examination must be conducted throughout all habitable and non-habitable areas of the building, as deemed necessary, by the inspecting professional to establish compliance. Surface imperfections such as cracks, distortion, sagging, excessive deflections, significant misalignment, signs of leakage, and peeling of finishes should be viewed critically as indications of possible difficulty.

Testing Procedures and quantitative analysis will not generally be required for structural members or systems except for such cases where visual examination has revealed such need, or where apparent loading conditions may be critical.

Manual Procedures such as chipping small areas of concrete and surface finishes for closer examinations are encouraged in preference to sampling and testing where visual examination alone is deemed insufficient. Generally, unfinished areas of buildings, such as utility spaces, maintenance areas, stairwells, and elevator shafts, should be utilized for such purposes. In some cases, to be held to a minimum, ceilings or other construction finishes may have to be opened for selective examination of critical structural elements. In that event, such locations should be carefully located to be least disruptive, most easily repaired, and held to a minimum. In any event, a sufficient number of structural members must be examined to afford reasonable assurances that such are representative of the total structure.

Evaluating an existing structure for the effects of time must take into account two basic considerations: movement of structural components with respect to each other and deterioration of materials.

With respect to the former, volume change considerations, principally from ambient temperature changes and possibly long-time deflections, are likely to be most significant. Foundation movements will frequently be of importance, usually settlement, although upward movement due to expansive soils may occur, although infrequently in this area. Older buildings on spread footings may exhibit continual, even recent settlements if founded on deep unconsolidated fine-grained or cohesive soils, or from subterranean losses or movements from several possible causes.

With very little qualifications, such as rather rare chemically reactive conditions, deterioration of building materials can only occur in the presence of moisture, largely related to metals and their natural tendency to return to the oxide state in the corrosive process.

In this marine climate, highly aggressive conditions exist year-round. For most of the year, outside relative humidity may frequently be about 90 or 95%, while within an air-conditioned building, relative humidity will normally be about 55% to 60%. Under these conditions moisture vapor pressures ranging from about 1/3 to 1/2 pounds per square inch will exist much of the time. Moisture vapor will migrate to lower-pressure areas. Common building materials, such as stucco,

masonry, and even concrete, are permeable even to these slight pressures. Since most of our local construction does not use vapor barriers, condensation will take place within the enclosed walls of the building. As a result, deterioration is most likely adjacent to exterior walls or wherever else moisture or direct leakage has been permitted to penetrate the building shell.

Structural Deterioration will always require repair. The type of repair, however, will depend upon the importance of the member in the structural system and the degree of deterioration. Cosmetic-type repairs may suffice in certain non-sensitive members, such as tie beams and columns, provided that the remaining sound material is sufficient for the required function. For members carrying assigned gravity or other loads, cosmetic-type repairs will only be permitted if it can be demonstrated by rational analysis that the remaining material if protected from further deterioration, can still perform its assigned function at acceptable stress levels. Failing that, adequate repairs or reinforcement will be considered mandatory.

Written Reports shall be required attesting to each required inspection. Each such report shall note the location of the structure, a description of the type of construction and general magnitude of the structure, the existence of drawings and location thereof, the history of the structure to the extent reasonably known, and a description of the type and manner of the inspection, noting problem areas and recommended repairs, if required to maintain structural integrity. See additional reporting requirements outlined in the foregoing of the Policy.

Each report shall include a statement to the effect that the building or structure is structurally safe, unsafe, safe with qualifications, or has been made safe. It is suggested that each report also include the following information indicating the actual scope of the report and limits of liability. This paragraph may be used:

"As a routine matter, in order to avoid possible misunderstanding, nothing in this report should be considered to be a guarantee for any portion of the structure. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the building based upon careful evaluation of observed conditions, to the extent reasonably possible."

Foundations

If all of the supporting subterranean materials were completely uniform beneath a structure, with no significant variations in grain size, density, moisture content, or other mechanical properties, and if dead load pressures were completely uniform, settlements would probably be uniform and of little practical consequence. In the real world, however, neither is likely. Significant deviations from either of these two idealisms are likely to result in unequal vertical movements.

Monolithic masonry structures are generally incapable of accepting such movement. Since, in most cases, differential shears are involved, cracks will typically be diagonal.

Small movements, in themselves, are most likely to be structurally important only if long-term leakage through fine cracks may have resulted in deterioration. In the event of large movements, contiguous structural elements such as floor and roof systems must be evaluated for possible fracture or loss of bearing.

Pile foundations are, in general, less likely to exhibit such difficulties. Where such does occur, special investigation will be required.

Roofs

Sloping roofs, usually having clay or cement tiles, are of concern in the event that the covered membrane may have deflections if merely resulting from deteriorated rafters or joists, will be of greater import. Valley flashing and base flashing at roof penetration will also be areas of concern.

Flat roofs with built-up membrane roofs will be similarly critical with respect to deflection considerations. Additionally, since they will generally be approaching expected life limits at the age when The Building Safety Inspection is required, careful examination is important. Blisters, wrinkling, alligatoring, and loss of gravel are usual signs of difficulty.

Masonry Bearing Walls

Random cracking, or if discernible, definitive patterns of cracking, will, of course, be of interest. Bulging, sagging, or other signs of misalignment may also indicate related problems in other structural elements. Masonry walls, commonly

constructed of either concrete masonry units or terra-cotta blocks, may have been constructed with either reinforced concrete columns and tie beams or lintels.

Of most probable importance will be the vertical and horizontal cracks where masonry units abut tie columns or other frame elements such as floor slabs. Of interest here is the observation that although the raw materials of which these masonry materials are made may have much the same mechanical properties as the reinforced concrete framing, their actual behavior in the structure, however, is likely to differ with respect to volume change resulting from moisture content and variations in ambient thermal conditions.

Moisture vapor penetration, sometimes abetted by salt-laden aggregate and corroding rebars, will usually be the most common cause of deterioration. Tie columns are rarely structurally sensitive, and a fair amount of deterioration may be tolerated before structural impairment becomes important. Cosmetic-type repair involving cleaning and parching to effectively seal the member may often suffice. A similar approach may not be unreasonable for tie beams, provided they are not also serving as lintels. In that event, a rudimentary analysis of load capability using the remaining actual rebar area may be required.

Floor and Roof Systems

Cast-in-place reinforced concrete slabs and beams and joists may often show problems due to corroding rebars resulting from cracks or merely inadequate protecting cover of concrete. Patching procedures will usually suffice where such damage has not been extensive. Where corrosion and spalling have been extensive in structurally critical areas, competent analysis with respect to the remaining structural capacity relative to actual supported loads will be necessary. Type and extent of repair will be dependent upon the results of such investigation.

Pre-cast concrete members may present similar deterioration conditions. End support conditions may also be important. Adequacy of bearing, indications of end shear problems, and restraint conditions are important and should be evaluated in at least a few typical locations.

Steel Framing System

Corrosion, obviously enough, will be the determining factor in the deterioration of structural steel. Most likely, suspect areas will be fasteners, welds, and the interface area where bearings are embedded in masonry. Column bases may often be suspect in areas where flooding has been experienced, especially if salt water has been involved. Concrete fireproofing will, if it exists, be the best clue indicating the condition of the steel.

Concrete Framing Systems

Concrete deterioration will, in most cases, similarly be related to rebar corrosion. In this respect, honeycomb areas may contribute adversely to the rate of deterioration. Columns are frequently the most suspect. Extensive honeycombing is most prevalent at the base of columns, where fresh concrete was permitted to segregate, dropping into forms. This type of problem has been known to be compounded in areas where flooding has occurred, especially involving salt water.

Thin cracks usually indicate only minor corrosion, requiring minor patching only. Extensive spalling may indicate a much more serious condition requiring further investigation. In spall areas, chipping away a few small loose samples of concrete may be very revealing especially since loose material will have to be removed even for cosmetic-type repairs, anyway. Fairly reliable quantitative conclusions may be drawn with respect to the quality of the concrete. Even though our cement and local aggregate are essentially derived from the same sources, cement will have a characteristically dark grayish-brown color in contrast to the almost white aggregate. A typically white, almost alabaster-like coloration will usually indicate reasonably good overall strength.

Windows and Doors

Window and door condition is of considerable importance with respect to two considerations. Continued leakage may have resulted in other adjacent damage, and deteriorating anchorage may result in the loss of the entire unit in the event of severe windstorms even short of hurricane velocity. Perimeter sealants, glazing, seals, and latches should be examined with a view toward deterioration of materials and anchorage of units for inward as well as outward (suction) pressure, most importantly in tall buildings.

Wood Framing

Older wood-framed structures, especially those of the industrial type, are of concern in that long-term deflections may have opened important joints, even in the absence of deterioration. Corrosion of ferrous fasteners will, in most cases, be obvious enough. Rot and termite damage are potential sources of damage in wood structures. Penetration with a pointed tool to a depth greater than about 1/8 inch with moderate hand pressure will indicate the possibility of deterioration.

Building Facade

Appurtenances on an exterior wall of a building are elements including, but not limited to, any cladding material, precast appliques, exterior fixtures, ladders to rooftops, flagpoles, signs, railings, copings, guardrails, curtain walls, balcony and terrace enclosures, including greenhouses or solariums, window guards, window air conditioners, flower boxes, satellite dishes, antennae, cell phone towers, and any equipment attached to or protruding from the façade that is mechanically and the adhesive attached.

Loading

It is of importance to note that even in the absence of any observable deterioration, loading conditions must be viewed with caution. Recognizing that there will generally be no need to verify the original design, since it will have already been “time tested”, this premise has validity only if loading patterns and conditions **remain unchanged**. Any material changes in type and magnitude or loading in older buildings should be viewed as sufficient justification to examine the load-carrying capability of the affected structural system.

II. SCOPE OF ELECTRICAL INSPECTION

The purpose of the required inspection report is to confirm that the building or structure and all habitable and non-habitable areas, as deemed necessary by the inspecting professional to establish compliance, are safe for continued use under present occupancy. This is a recommended procedure, and under no circumstances are these minimum recommendations intended to supplant proper professional judgment.

Electric Service

A description of the type of service supplying the building or structure shall be provided, stating the amperage, if three (3) phase or single (1) phase, and if the system is protected by fuses or breakers. Proper grounding of the service shall be in good standing. The meter and electric rooms should have sufficient clearance for equipment and for the serviceman to perform both work and inspections. Gutters and electrical panels shall all be in good condition throughout the entire building or structure.

Switchgear, Branch Circuits, etc.

Switchgear, branch circuits, etc., in the building, shall all be identified. A visual inspection and evaluation of the switchgear, conductors, and terminations shall be performed. Proper grounding shall be verified for all equipment used in the building, such as emergency generators, elevators, motors, etc.

Conduit Raceways

All accessible conduits shall be free from excessive corrosion and shall be properly supported.

Fire Alarm System

The fire alarm system shall be in good working condition and shall have an up-to-date system record report.

Emergency Lighting

Exit sign lights and emergency lighting shall all be in good working condition.

III. HISTORICAL DOCUMENTS, PERMITTING, REPAIRS AND REPORTS

An attempt should be made to investigate the existence of documents with the local jurisdiction to assist with the overall inspection of the building.

Understanding the structural system, building components, and intended design may guide the design professional to investigate certain critical areas of the structure.

Violations through the code compliance division of the local jurisdiction should be investigated. Cases on file may lead to issues pre-existing with the building, especially any unsafe structure determinations. Depending on the nature of the violation, Building Safety Inspections may be affected.

Unpermitted activities may also affect the outcome of a Building Safety Inspection, especially with unpermitted additions to the building. The Building Safety Inspection of a building is conducted on the entire structure including the original construction and any subsequent permitted addition. Unpermitted additions found by the Building Safety Inspection process present an unsafe situation and shall be identified in the report, even if found to be properly built. Like a repair process identified by the report, legalizing an unpermitted addition would be a prerequisite to the completion of a successful Building Safety Inspection report. Examples of unpermitted work that may affect Building Safety Inspections include but are not limited to, additions, alterations, balcony enclosures, etc.

Repairs identified in the Building Safety Inspection report will most likely require permits. Once the initial report is completed, it should be submitted to the local jurisdiction for processing. Do not proceed to conduct repairs without permits. Some repairs, for example, changing a bulb in an exit sign, may not require a permit, but most other work will require permits. Proceeding without obtaining repair permits may lead to a violation of the code. Additionally, repairs being conducted under a permit will afford additional time to comply with a complete Building Safety Inspection report.

Completing the reports concisely is vital to the overall understanding of the conditions of the building and the successful completion of the Building Safety Inspection process. The approved report forms provided herein shall be used. Proprietary forms will not be accepted. Such approved forms are to be considered supplemental to and in addition to a detailed written report. Sufficient photos shall be included to adequately convey typical conditions observed, particularly where defects are found. Where provided, photos shall be in color and with sufficient resolution to detail the conditions being shown. Building Safety Inspection reports may be audited, and the subject building may be inspected at the discretion of the Building Official. The Building Official reserves the right to rescind or revoke an approved Building Safety Inspection report.

The **Code in Effect** at the time of the original construction is the baseline for Building Safety Inspections. Subsequent improvements to the original building should be inspected based on the code at the time of permitting. The intent of the Building Safety Inspection is not that buildings must be brought into compliance with current codes.

BROWARD COUNTY AMENDMENTS

110.15 Building Safety Inspection Program

110.15.1 BORA has established a Building Safety Inspection Program for buildings and structures that are 25 years of age or older.

110.15.2 BORA, by written policy, has established the guidelines and criteria which shall be the minimum requirements for the Building Safety Inspection Program and are contained in BORA Policy #05-05, which by reference is made part of this Code.

110.15.3 The Building Official shall enforce the Building Safety Inspection Program.

110.15.4 The following are **exempt** from this program:

1. US Government Buildings
2. State of Florida Buildings
3. Buildings built on sovereign tribal lands.
4. School buildings under the jurisdiction of the Broward County School Board.
5. Single-family, two-family, three-family, and four-family dwellings with three or fewer habitable stories above ground.
6. Fee simple Townhouses as defined in the Florida Building Code.
7. Minor structures, defined as buildings or structures in any occupancy group having a building area of less than three thousand five hundred (3,500) square feet.
8. Railroads and ancillary facilities associated with the railroad.

110.15.5 Subsequent building safety inspections shall be required at 10-year intervals from the year the building or structure reaches 25 years of age (as applicable), regardless of when the previous inspection report for the building or structure is finalized or filed.