

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

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Section 132.17 of the Broward County Administrative Provisions of the Florida Building Code has established a Building Safety Inspection Program.

The procedures established herein are the basic guidelines for the Building Safety Inspection program.

The requirements contained in the Florida Building Code, covering the maintenance of buildings, shall apply to all buildings and/or structures now existing or hereafter erected. All buildings and/or structures and all parts thereof shall be maintained in a safe condition, and all devices or safeguards that are required by the Florida Building Code shall be maintained in good working order. Electrical wiring, apparatus and equipment, and installations for light heat or power and low voltage systems as are required and/or regulated by the Building Code, now existing or hereinafter installed, shall be maintained in a safe condition and all devices and safeguards maintained in good working order.

These guidelines shall not be construed as permitting the removal or non-maintenance of any existing devices or safeguards unless authorized by the Building Official.

***Building Safety Inspection of buildings / structures and components:***

For the purpose of these guidelines, Building Safety Inspection shall be construed to mean the requirement for specific inspection of existing buildings and structures and furnishing the Building Official with a written report of such inspection as prescribed herein.

A (1). Inspection procedures shall conform, in general, to the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals. This inspection is for the sole purpose of identifying structural and electrical deficiencies of the building or structure that pose an immediate threat to life safety or where failure of a critical component is imminent. This inspection is not to determine if the condition of an existing building is in compliance with the current edition of the Florida Existing Building Code or the National Electrical Code.

(2). Such inspection shall be for the purpose of determining the structural & electrical 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/or which supports any dead or designed live load, and the general condition of its electrical systems pursuant to the Building Code.

B (1). All buildings, except single-family residences, duplexes and minor structures as defined below, shall be recertified in the manner described below where such buildings or structures have been in existence for forty (40) years or longer, as determined by the Building Official, who shall at such time issue a Notice of Required Inspection to the building owner.

(2). Subsequent Building Safety Inspections shall be required at ten (10) year intervals.

(3). In the event a building is determined to be structurally and electrically safe under the conditions set forth herein, and such building or structure is less than forty (40) years of age, a Building Safety Inspection shall not be required for a minimum of ten (10) years from that time, or age forty (40), whichever is the longer period of time.

C. Minor buildings or structures shall, for the purpose of this subsection, be defined as buildings or structures in any occupancy group having a gross area of 3,500 sq. ft. or less.

D (1). The owner of a building or structure subject to Building Safety Inspection shall furnish, or cause to be furnished, within ninety (90) days of Notice of Required Building Safety Inspection, the Broward County Board of Rules and Appeals Building Safety Inspection Certification Form to the Building Official, prepared by a Professional Engineer or Architect registered in the State of Florida, certifying 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.

(2). Such written report shall bear the impressed seal and signature of the certifying Engineer or Architect.

(3). Such Engineer or Architect shall undertake such assignments only where qualified by training and experience in the specific technical field involved in the inspection and report.

(4). Such report shall indicate the manner and type of inspection forming the basis for the report and description of any matters identified as requiring remedial action.

(5). In the event that repairs or modifications are found to be necessary resulting from the Building Safety Inspection Report, 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 118 (Broward County Administrative Code), in which to correct the structural and electrical deficiencies that pose an immediate threat to life safety or where failure of a critical component is imminent. For deficiencies that cannot be corrected within 180 days, the time frame may be extended when a time frame is specified by the Professional Engineer or Registered Architect and approved by the Building Official. Such extension shall be contingent on maintaining an active building permit as specified in Florida Building Code Section 105.13.4.3 (Broward County Administrative Code). Repairs or modifications of deficient conditions that are incidental and non life threatening shall be completed within a time frame as specified by the inspecting Professional Engineer or Registered Architect and approved by the Building Official. All repairs or modifications shall be completed in conformance with all applicable Sections of the Florida Existing Building Code\* and the National Electrical Code.

\* The Florida Existing Building Code will specify whether the repairs or modification can be made under the code in effect when the building was originally permitted or the code currently in effect.

**Building Safety Inspection Report Form Amended 03/15/12  
STRUCTURAL**



**Building Information**

Building / Structure address \_\_\_\_\_

Legal description \_\_\_\_\_

Folio # of Building /Structure \_\_\_\_\_

Owner's name \_\_\_\_\_

Owner's mailing address \_\_\_\_\_

Building Code Occupancy Classification \_\_\_\_\_ In accordance with Building Code Edition \_\_\_\_\_

Type of Construction \_\_\_\_\_ In accordance with Building Code Edition \_\_\_\_\_

Size ( Square footage ) \_\_\_\_\_

Number of Stories \_\_\_\_\_

**Inspection Firm**

Inspection Firm or Individual \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Inspection Commencement Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Inspection Completion Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Inspection made by \_\_\_\_\_

**In accordance with Section 110.15 of the Broward County Administrative provisions of the Florida Building Code and the Broward County Board of Rules and Appeals Policy # 05-05 the required safety inspection has been completed.**

- No Repairs required
- Repairs are required as outlined in the attached inspection report.

Licensed Professional  
Engineer / Architect \_\_\_\_\_

License # \_\_\_\_\_



Seal

" I am qualified to practice in the discipline in which I am hereby signing."

Signature and Date \_\_\_\_\_

As a routine matter, and in order to avoid possible misunderstanding, nothing in this inspection Report Form, attached Minimum Inspection Guideline and our Non-Destructive Observations, should be construed directly, or indirectly, as guaranteed or warranty for any portions of the structure. 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.

**MINIMUM INSPECTION GUIDELINES**  
**FOR BUILDING SAFETY INSPECTION**  
**STRUCTURAL**

**I. Masonry Walls**

**A. General Description**

1. Concrete masonry units
2. Clay tile or terra cotta units
3. Reinforced concrete tie columns
4. Reinforced concrete tie beams
5. Lintels
6. Other type bond beams

**B. Cracks:** Identify crack size as **HAIRLINE** if barely discernible; **FINE** if less than 1 mm in Width; **MEDIUM** if between 1 and 2 mm in width; **WIDE** if over 2 mm

1. Location - note beams, columns, other
2. Description

**C. Spalling:**

1. Location - note beams, columns, other
2. Description

**D. Rebar corrosion**

1. None visible
2. Minor
3. Significant - structural repairs required (describe)

**II. Floor and Roof Systems:**

**A. Roof:**

1. Describe type of framing system (flat, slope, type roofing, type roof deck, condition)
2. Note water tanks, cooling towers, air conditioning equipment, signs, other heavy equipment and condition of supports.
3. Note types of drains and scuppers and condition.

**B. Floor system(s):**

1. Describe (type of system framing, material, condition)
2. Heavy equipment and conditions of support

**C. Inspection - note exposed areas available for inspection, and where it was found necessary to open ceilings, etc. for inspection of typical framing members.****III. Steel Framing Systems:**

- A. Description
- B. Exposed Steel - describe condition of paint & degree of corrosion.
- C. Concrete or other fireproofing - note any cracking or spalling, and note where any covering was removed for inspection.
- D. Elevator sheaves beams & connections, and machine floor beams - note Condition.

**IV. Concrete Framing Systems:**

- A. Full description of structural system.
- B. Cracking:
  1. Not significant.
  2. Location and description of members affected and type cracking.
- C. General condition.
- D. Rebar corrosion
  1. None visible
  2. Minor
  3. Significant - structural repairs required (describe)

**V. Windows:**

- A. Type (Wood, steel, aluminum, jalousie, single hung, double hung, casement, awning, pivoted, fixed, other)
- B. Anchorage - type & condition of fasteners and latches.
- C. Sealants - type & condition of perimeter sealants & at mullions.
- D. Interior seals - type & condition at operable vents.
- E. General condition.

**VI. Wood Framing:**

- A. Describe floor system
- B. Note condition connector or stress
- C. Note rotting or termite damage
- D. Note alignment problems
- E. Note bearing deficiencies
- F. Note any significant damage that might affect safety and stability of building structure.

**VII. Exterior Finishes / Note any structural deficiencies in the following.**

- A. Stucco
- B. Veneer
- C. Soffits
- D. Ceiling
- E. Other



Building Safety Inspection Report Form Amended 03/15/12

**ELECTRICAL**

**Building Information**

Building / Structure address \_\_\_\_\_

Legal description \_\_\_\_\_

Folio Number of Building /Structure \_\_\_\_\_

Owner's name \_\_\_\_\_

Owner's mailing address \_\_\_\_\_

Building Code Occupancy Classification \_\_\_\_\_ In accordance with Building Code Edition

Type of Construction \_\_\_\_\_ In accordance with Building Code Edition

Electrical Installation \_\_\_\_\_ In accordance with National Electrical Code Edition

Size (Square footage) \_\_\_\_\_

Number of Stories \_\_\_\_\_

**Inspection Firm**

Inspection Firm or Individual \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Inspection Commencement Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Inspection Completion Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Inspection made by \_\_\_\_\_

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**MINIMUM INSPECTION GUIDELINES FOR**  
**BUILDING SAFETY INSPECTION**  
**ELECTRICAL**

- I. **Electrical Service:**
  - A. Size, Amperage, Voltage:
  - B. Phase:
  - C. Condition: Code Compliant ( ) Requires Repair ( )
  - D. Comments:
  
- II. **Meter and Electrical Rooms:**
  - A. Clearances: Code Compliant ( ) Requires Repair ( )
  - B. Comments:
  
- III. **Switchboards/Meter/Motor Control Centers:** Code Compliant ( ) Requires Repair ( )  
Comments:
  
- IV. **Grounding:**
  - A. Service Code Compliant ( ) Requires Repair ( )
  - B. Equipment Code Compliant ( ) Requires Repair ( )
  - C. Comments:
  
- V. **Conductors:** Code Compliant ( ) Requires Repair ( )  
Comments:
  
- VI. **Auxiliary Gutters/ Wireways/ Busways:**
  - A. Location: Code Compliant ( ) Requires Repair ( )
  - B. Comments:
  
- VII. **Electrical Panels:**
  - A. Location Code Compliant ( ) Requires Repair ( )
  - B. Clearance Code Compliant ( ) Requires Repair ( )
  - C. Identification Code Compliant ( ) Requires Repair ( )
  - D. Comments:
  
- VIII. **Disconnects:**
  - A. Location Code Compliant ( ) Requires Repair ( )
  - B. Clearance Code Compliant ( ) Requires Repair ( )
  - C. Identification Code Compliant ( ) Requires Repair ( )
  - D. Comments:



- IX. Branch Circuits:**

  - A. Identification Code Compliant ( ) Requires Repair ( )
  - B. Comments:
  
- X. Conduit/Raceways:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XI. Low Voltage Wiring Methods** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XII. Building Illumination:**

  - A. Building Egress Code Compliant ( ) Requires Repair ( )
  - B. Emergency Code Compliant ( ) Requires Repair ( )
  - C. Exit Signs Code Compliant ( ) Requires Repair ( )
  - D. Comments:
  
- XIII. Fire Alarm System:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XIV. Smoke Detectors:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XV. Generator:**

  - A. Emergency Code Compliant ( ) Requires Repair ( )
  - B. Standby/Optional Code Compliant ( ) Requires Repair ( )
  - C. Comments:
  
- XVI. Site Wiring:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XXIV. Swimming Pool/Spa Wiring:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XXV. Wiring to Mechanical Equipment:** Code Compliant ( ) Requires Repair ( )

Comments:
  
- XXVI. General Additional Comments:**