



BROWARD COUNTY BOARD OF RULES AND APPEALS

Certification Form for Position of

Building Official

Assistant Building Official

Please select one

For Building Department of: _____

Name: _____

Home _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Date of Birth: _____ Drivers License #: _____

I hereby certify that I will not hold any other employment in conflict with the Florida Building Code, and the Laws of Florida Section 4(b) of Chapter 71-575, as stated below.

Chapter 71-575 Section 4(b) - Any Inspector (such as and including but not limited to structural, engineering, plumbing, mechanical, or electrical) or other building official charged with enforcing or otherwise supervising or inspecting any work covered under any section of the South Florida Building Code as applicable to Broward County pursuant to Chapter 71-575, Laws of Florida, and who is required to hold or who otherwise holds a Certificate of Competency in any area of construction shall not use that Certificate of Competency to engage in free enterprise thereby competing against persons or firms whose work he may also inspect, nor may he allow his Certificate of Competency to be used by another person or firm.

The undersigned makes application for certification, and vouches for the truth and accuracy of all statements and answers herein contained

Signature of Applicant: _____ Date Signed: _____

Please mark in each corresponding box to Indicate compliance with appropriate Code Sections:

104.1.3 Certification of Building Official: To be eligible for appointment as a Building Official, such person shall be certified as required by the State of Florida, BCAIB as a Building Code Administrator. Such person shall be certified by the BCBRA and shall meet one or more of the following qualifications.

- 104.1.3.1** An Architect or an Engineer in the discipline requested and having practiced within the High Velocity Hurricane Zone for at least three (3) years; or
- 104.1.3.2** Ten (10) years experience as a an Electrical Contractor, General Contractor, Mechanical Contractor or Plumbing Contractor, five (5) years of which shall have been construction experience within the jurisdiction of the High Velocity Hurricane Zone; or
- 104.1.3.3** Five (5) years experience as a Chief Electrical Inspector, Chief Mechanical Inspector, Chief Plumbing Inspector or Chief Structural Inspector three (3) years of which shall have been within the High Velocity Hurricane Zone.
- 104.1.3.4** An applicant for Certification as Building Official under the provisions of this section who is a graduate from an accredited school holding a Bachelor or Associate of Science Degree in Engineering, Architecture or Building Construction may be credited for three (3) years for Bachelor Degree or one (1) year for an Associate Degree of the required ten-year experience for each of the disciplines as listed below.
- 104.1.3.5** An applicant for Certification as Building Official under the provisions of this section who has passed the BCBRA High Velocity Hurricane Zone competency exam may substitute experience within the State of Florida for the required High Velocity Hurricane Zone experience requirements as specified in section 104.1.3.2.
- 104.1.3.6** Each of the applicants shall possess a current Certificate of Competency issued by one of the following:
 - 1. Florida Construction Industry Licensing Board as a General Contractor, Mechanical Contractor or Plumbing Contractor.
 - 2. Florida Electrical Contractors Licensing Board as an Electrical Contractor.
 - 3. Broward County Central Examining Board of Building Construction Trades. (As Class "A" Unlimited General Contractor).
 - 4. Broward County Central Examining Board of Electricians as a Master Electrician or an Electrical Contractor.
 - 5. Broward County Central Examining Board of Mechanical Contractors and Specialty Mechanical Contractors as a Mechanical Contractor or Class A Air Conditioning Contractor.
 - 6. Broward County Central Examining Board of Plumbers as a Plumbing Contractor.
 - 7. Dade County Construction Trades Qualifying Board, Block proctored, issued on or after January 1, 1968 for any of the above referenced disciplines.
 - 8. Florida Department of Business and Professional Regulation as an Architect or an Engineer.



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Note: All applications shall include the following required information. Failure to include these items shall be cause for rejection.

1. Copies of appropriate license with original date of issuance.
2. Résumé of education and experience.
3. Copies of W-2 Forms or tax returns to verify required experience as stated in the relevant code sections, or evidence satisfactory to the Board to verify the required experience, such as IRS Forms or other written statements attesting to your required experience from former employers, partners or co-employees who have personal knowledge of your professional or trade experience.
4. Copy of State Certification, State Provisional License or letter from employing official verifying applicant's submittal to State for each certification.
5. A letter of intent to hire signed by the Building Official, Chief Executive Officer, Human Resources Director, or other duly authorized representative.
6. A clear copy of a current photo ID.

Note: For first time applicants only, upon staff approval, a 120 DAY TEMPORARY STAFF APPROVAL OF BCBRA CERTIFICATION APPLICATION FORM will be issued; upon obtaining BCAIB Provisional and BCBRA approval, a certification card will be issued and mailed to the Building Official.

The undersigned makes application for certification and indicates compliance with aforementioned Code Sections and vouches for the truth and accuracy of all statements and answers herein contained by affixing his/her signature below.

Printed name and Signature of Applicant.

State of Florida |
 County of Broward | SS

On the _____ day of _____, 20____, personally appeared before me the above named individual who signed the foregoing instrument declaring same to be true to his knowledge and belief.

Notary-Public _____

My Commission Expires _____

I certify that I have verified that the above named applicant meets all the requirements for this position in accordance with the Florida Building Code as applicable to Broward County.

Printed name and Signature of Building Official, Chief Executive Officer, Human Resources Director, or other duly authorized representative.

State of Florida |
 County of Broward | SS

On the _____ day of _____, 20____, personally appeared before me the above named individual who signed the foregoing instrument declaring same to be true to his knowledge and belief.

Notary- Public _____

My Commission Expires: _____

Note: The Broward County Board of Rules & Appeals has the authority to request additional information if necessary.

Approved: _____ **Date:** _____
 Chief Code Compliance Officer

Disapproved: _____ **Date:** _____
 Chief Code Compliance Officer

Approved by BCBRA on the _____ **day of** _____, **20** _____