



2307 West Broward Boulevard • Fort Lauderdale, Florida 33312 • 954-765-4400 • Broward.org/Building

### **What do I need?**

Applicants must submit the following:

- Building Safety Inspection Program Submittal coversheet.
- (1) Structural packet: Minimum Inspection Guideline for Building Safety
- (1) Electrical packet: Minimum Inspection Guideline for Building Safety.
- Forms must be properly sealed/stamped by a Florida registered Architect or Engineer.
- Forms must have an original signature.
- The architect/engineer is required to check the correct box “No Repairs Required”.
- \$350 fee is required at time of submittal.

### **If you would like to have an approved copy sent back to you, please provide your email address.**

**Building Safety Inspection Program packet** with detailed information and the Safety Inspection Report forms can be found on our website at <https://www.broward.org/Building/Pages/Building-Safety-Inspection-Program.aspx>. The report may be submitted in person or mailed to:

**Broward County Building Code  
2307 West Broward Blvd Suite 300  
Fort Lauderdale, FL 33312**

### **What if I no longer own that property?**

We will verify through the [Broward County Property Appraiser’s Office](#) that there is a new owner and make changes in our database. If the BCPA still shows you are listed as the property owner, you will need to contact them directly to have it changed.

### **What if the building is not 25 years old?**

If you believe the building is not 25 years old, you will need to contact us, and we will research further with the Broward County Property Appraiser’s office to verify the age.

### **I did a complete interior demolition/renovation of my property. Am I exempt from the program?**

No. An inspection is needed to ensure the electrical and structural exterior of the entire building is in compliance with the Building Safety Inspection Program. If the work was recently completed, the architect should be able to recertify the building on the required forms. The inspection will not be waived unless the ENTIRE building was demolished.

## **Building Safety Inspection Program FAO's**

### **Will a County Building Code Inspector come out?**

No. The County's review is based totally on the Licensed Architect/Professional Engineer's report. Their seal certifies the integrity of the report. Repairs will be required as stated by the architect/engineer.

### **How long does it take for the review to be completed once submitted?**

Approximately four to six weeks.

### **Will I receive written certification when my property is in compliance?**

If documentation submitted is accepted, your file is closed, nothing will be sent to you.

If repairs are needed, you will be sent written notification and you will have 180 days from the date of the safety report to permit repairs, complete repairs and submit the report again to the Building Division which indicates that No repairs are required. There will be no additional charge for re-submittal of the inspection reports.

### **I will be demolishing the building in six months; do I still need to have the building inspected.**

Yes, especially if it is being occupied or still in use. Requests for an exception must be submitted in writing to the Building Official.

### **Does the building have to be brought up to today's building code?**

No. This is a safety inspection of the condition of the building's structure and electrical system. It determines that whatever is existing is safe. If repairs are required, you may have to make repairs to meet the current code.

### **Will an inspector come out to my building to make sure everything is now correct after repairs have been completed?**

No. The entire report, finding and corrective measures are all based of the integrity of the Architect/Engineer's report. Your architect or engineer should prepare a new Inspection report to be submitted to the Building Division.

### **What if I don't submit the report within the required 90 days?**

Any extension requests for good cause must be made in writing via email, by the property owner or architect/engineer that was hired to perform the inspection. If an extension is not granted and the 90-day period elapses, then a code enforcement case will be initiated which can lead to daily fines and/or the building being declared unsafe and vacated.

## **BUILDING SAFETY INSPECTION PROGRAM FREQUENTLY ASKED QUESTIONS**

### **Can the County provide the names of Architects or Engineers we can hire?**

Unfortunately, we are not able to provide that information. Because we review the reports that are reports that are prepared by an architect or engineer, it would be a conflict of interest for us to provide a referral list.

We have included two websites that may be of assistance to you:

**<http://www.fbpe.org/>**

**<http://www.aiafla.org>**

### **Do I have to hire a separate Architect/Engineer for Structural and another for Electrical?**

The architect or engineer you hire will be able to tell you if he/she is qualified to practice in both disciplines.

### **What is required to submit a permit for structural and/or electrical repairs?**

- A permit application completed by a licensed and insured contractor for the appropriate discipline must be submitted.
- 2 sets of any documentation detailing what repairs are required and the location of the repairs. Structural calculations may be required.

### **How do I know if a permit is required for repairs?**

- The architect/engineer or contractor that you hire should be able to answer this. If they are not sure, you can contact the Broward County Building Code Structural Chief Ralph Gonzalez at (954) 765-4400 ext. 9832 or the Electrical Chief, Edward Chmely at (954) 765-4400 ext. 9826.