



# Threshold Building Permit and Inspection Requirements

Pursuant to Florida Statute 553.71

## Architect or Engineers responsibility:

- Submit to the Building Official a structural inspection plan which delineates the structural inspections required by the Special Inspector.
- All shoring and reshoring procedures, plans, and details.
- All plans for the building which are required to be digitally signed and sealed by the Architect / Engineer of record containing a statement that, to the best of the Architect / Engineer's knowledge, the plans and specifications comply with applicable minimum building codes and the applicable fire safety standards as determined by the local authority in accordance with Florida Statutes Chapters 553 and 633.

## Special Inspectors responsibility:

- The inspector shall be the person certified, licensed, or registered under Florida Statute Chapter 471 as an Engineer or under Florida Statute Chapter 481 as an Architect.
- To perform structural inspections on a threshold building pursuant to a structural inspection plan prepared by the Architect/Engineer of Record.
- All reports are prepared by and bear the seal of the Special Inspector and are submitted to the enforcement agency.
- The inspections performed by the Special Inspector do not take the place of any inspections normally completed by the Construction Services of the Building/ Construction Services.
- The Special inspector, upon completion of the building and prior to the issuance of a Certificate of Occupancy, files a digitally signed and sealed statement with the enforcement agency in substantially the following form:

*To the best of my knowledge and belief, the above described construction of all structural load-bearing components complies with the permitted documents, and the specialty shoring design professional engineer has ascertained that the shoring and reshoring conforms with the shoring and reshoring plans submitted to the enforcement agency.*

Digitally signed and sealed, weekly inspection reports shall be uploaded to the [HillsGovHub account](#).

**NOTE: Any structural deficiencies noted in Special Inspectors report must indicate in a follow-up report how and when the deficiencies were corrected.**

## General Contractor:

- To whom the building permit is issued shall have the responsibility for supervision, direction, management, and control of the construction activities on the project for which the building permit was issued.
- The General Contractor shall certify to the Building Services Division in a digitally signed document, and prior to request for required County performed structural inspections, all shoring and reshoring has been installed, supervised, and inspected in conformance with the shoring and reshoring documents. The certification letter shall clearly indicate the area and level in which the shoring and reshoring has been installed. The certification letter shall be uploaded no later than the morning of the day of the requested inspection.

## Owner's Responsibility:

- The fee owner of a threshold building shall select and pay all cost of employing Special Inspector, but the inspector shall be responsible to the enforcing agency. The inspector shall be a person certified, licensed, or registered under Florida Statute Chapter 471 as an Engineer or under Florida Statute Chapter 481 as an Architect.
- A signed statement by property owner identifying the general contractor and Special Inspector.

All reports and documents should be uploaded to appropriate record on your [HillsGovHub account](#).