

BAL HARBOUR

- VILLAGE -

Notice to Contractors, Architects, Engineers and Owners **Effective March 24, 2020**

Please be advised that although the Village of Bal Harbour has suspended Building Department Inspections due to the Novel COVID-19 virus, and in an effort to assist Construction Projects that are underway in the Village, the Building Department is accepting Inspections by Affidavit.

The Florida Building Code (FBC) allows Owners, Contractors to hire the Project Architect of Record (AOR), Engineer of Record (EOR) or Special Inspector of Record (SI) to perform code required inspections as listed on the Building Permit card and any other FBC required inspection in order to allow the Construction Work to progress.

The Process for this is to Notify the Village Building Official, Graciela Escalante (gescalante@balharbourfl.gov) and the Chief Building Inspector, Manny Agbenohevi (eagbenohevi@balharbourfl.gov) and copy Senior Permit Technician, Brian Garces (bgarces@balharbourfl.gov) to notify the Village that the Owner has elected to use the Projects Design Professionals for FBC inspection purposes during the Novel COVID-19 pandemic during the time period that Village Inspections have been suspended.

The AOR, EOR, SI are required to document each inspection and provide a signed and sealed inspection report complete with photographs of the work inspected. The inspection report is required to be emailed to the Building Official, Chief Building Inspector and Senior Permit Technician. The originals shall be submitted to the Building Departments as soon as reasonably possible.

After notification to the Village Building Official that FBC Inspections will be performed by the AOR, EOR or SI, the Village Staff will contact the Contractor for specific requirements for each inspection performed that will include at a minimum the following:

1. AOR, EOR, SI to advise the Village, via email 24-48 hours in advance of inspection date and the type of inspection to be performed.
2. AOR, EOR or SI inspection report with details of inspection, type of inspection and photographs with date and time stamp. Reports with "approved" or "rejected" without complete documentation will not be accepted.
3. Reports to be submitted within 48 hours of inspection so Village Staff can review, accept and enter into the Village permitting system. Reports to include a copy of the Permit Card. AOR, EOR, SI to sign the permit card.
4. Inspection reports to be signed and sealed by the AOR, EOR, SI.

105.14 Permit issued on basis of an affidavit. Whenever a permit is issued in reliance upon an affidavit or whenever the work to be covered by a permit involves installation under

conditions which, in the opinion of the building official, are hazardous or complex, the building official shall require that the architect or engineer who signed the affidavit or prepared the drawings or computations shall supervise such work. In addition, they shall be responsible for conformity to the permit, provide copies of inspection reports as inspections are performed, and upon completion make and file with the building official written affidavit that the work has been done in conformity to the reviewed plans and with the structural provisions of the technical codes. In the event such architect or engineer is not available, the owner shall employ in his stead a competent person or agency whose qualifications are reviewed by the building official. The building official shall ensure that any person conducting plans review is qualified as a plans examiner under Part XII of Chapter 468, *Florida Statutes*, and that an **Exception:** Permit issued on basis of an affidavit shall not extend to the flood load and flood resistance requirements of the *Florida Building Code*.

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