City of Coral Gables
Building & Zoning Department

CERTIFICATE OF COMPLIANCE

Procedures for compliance with Statement Inspection SFBC Section 307.2

Building Official (BO) Responsibilities

- Must notify permit holder of inspection requirement by the Architect or Engineer (A/E) (see exhibit1) at time the permit is obtained.

- Make sure that A/E have performed the required inspection at the time mandatory inspections are made (see exhibit 2).

- Must require that a statement of inspection (see exhibit 3) be turned in at the time a certificate of occupancy / completion (c.o./c.c.) is applied for.

Permit Holder's Responsibilities

- Must have the required inspections approved by the A/E prior to calling the B/O for inspections.

- Must keep an inspection log (see exhibit 2) with all the required inspections approved by the A/E. Such log must be kept at the jobsite and be available for the review of the B/O at the time of inspection.

- Must submit to the building official the statement of inspection signed and sealed by the A/E when the application for C.O. / C.C. is made.

Architect / Engineer (A/E) Responsibilities

- Must perform all required inspections. All required inspections must be approved by A/E and recorded on an inspection log (see exhibit 2) before the B/O is called for inspection. Such inspection log must be kept at the jobsite and be available for review by the B/O.

- Must maintain an approval inspection log (see exhibit 2) at the jobsite with all required approvals.

- Must prepare sign and sealed statement of inspection (see exhibit 3) at the end of the project.

EXHIBIT 1

Suggested language to be used by Building Official to notify permit holder of Statement of Inspection requirements by the architect or engineer. This notice can be given to the permit holder in a form on a stamp on the back of the plans adjacent to the approval stamp or as a handout attached to the building permit at the time the permit is issued.

NOTICE OWNERS, CONTRACTORS, ARCHITECTS, ENGINEERS AND PUBLIC AT LARGE

SECTION 307.2 OF THE SOUTH FLORIDA BUILDING CODE STATES:

"A statement of Inspection shall be required in connection with any construction for which this code requires architectural or engineered sealed plans. The Statement of Inspection shall be a statement in writing made and executed by the architect or engineer who signed and sealed the plans for the subject structure, attesting that to the best of his or her knowledge, belief and professional judgement, the structural and envelope components of the structure are in compliance with the approved plans and other approved permit documents. The Statement of Inspection shall also contain a statement that to the best of his or her knowledge, belief and professional judgement the approved permit plans represent the as-built condition of the structural and envelope components of the structure. For these purposes, the Building Official may in exigent circumstances and in his of her discretion, accept a substitute architect of engineer for the architect or engineer who signed and sealed the plans. Exigent circumstances shall include, but not be limited to, disagreement between the owner and the architect or engineer who signed and sealed the plans. Where threshold or special inspectors are used in accordance with this Code, the Statement of Inspection may be made and executed by the special inspector or threshold inspector. The Statement of Inspection shall be issued and dated following the completion of the work, and delivered as a condition precedent to the issuance by the Building Official of any temporary or final Certificates of occupancy or completion. Prior to the issuance of a Statement of Inspection, the architect or engineer shall at a minimum perform those inspections which are required to be performed by the Building Official for the work involved."

TO COMPLY WITH THIS SECTION:

THE PERMIT HOLDER MUST HAVE THE ARCHITECT OR ENGINEER (A/E) OF RECORD (OR IN EXIGENT CONDITIONS AND WHEN APPROVED BY THE BUILDING OFFICIAL, ANOTHER ARCHITECT OR ENGINEER) PERFORMED AND APPROVED THOSE INSPECTIONS REQUIRED UNDER SECTION 305.2 OF THE SOUTH FLORIDA BUILDING CODE PRIOR TO THE BUILDING OFFICIAL PERFORMING THOSE INSPECTION.

THE A/E MUST KEEP AN "APPROVED INSPECTION" LOG AVAILABLE AT THE JOBSITE AT THE TIME THE BUILDING OFFICIAL PERFORMS THE REQUIRED INSPECTION.

THE PERMIT HOLDER MUST SUBMIT TO THE BUILDING OFFICIAL, PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY/COMPLETION A SIGNED AND SEALED STATEMENT OF INSPECTION FROM THE A/E.

City of Coral Gables
Building & Zoning Department

<u>SAMPLE</u> APPROVED INSPECTIONS LOG

PERMIT #: _____ ADDRESS: _____ A/E: _____ CONTRACTOR: _____
TYPE OF INSPECTION: FOUNDATION
COMMENTS:
APPROVED BY: _____ DATE: _____
PERMIT #: _____ ADDRESS: _____ A/E: _____ CONTRACTOR: _____
TYPE OF INSPECTION: REINFORCING
COMMENTS:
APPROVED BY: _____ DATE: _____
PERMIT #: _____ ADDRESS: _____ A/E: _____ CONTRACTOR: _____
TYPE OF INSPECTION: FOUNDATION
COMMENTS:
APPROVED BY: _____ DATE: _____
PERMIT #: _____ ADDRESS: _____ A/E: _____ CONTRACTOR: _____
TYPE OF INSPECTION: ROOF TRUSS
COMMENTS:
APPROVED BY: _____ DATE: _____

EXHIBIT 3

STATEMENT OF INSPECTION

<Date>

To: Mr. Manuel Z. Lopez, P.E.
Building Official
City of Coral Gables

Re: <Owner's name>
<Address of project>
<Permit number>
<Contractor's name>

Dear Mr. Lopez:

I <A/E>, having performed and approved the required inspections, as indicated in the attached approved inspection log, hereby attest that to the best of my knowledge, belief and professional judgement, the structural and envelope components of the above referenced structure are in compliance with the approved plans and other approved permit documents. I also attest that to the best of my knowledge, belief and professional judgement, the approved permit plans represent the as-built condition of the structural envelope component of said structure.

This document is being prepared in accordance with section 307.2 of the South Florida Building Code and must be submitted to the City of Coral Gables Building Department in conjunction with the application for a Certificate of (either Occupancy or Completion) for the above referenced structure.

Should you have any questions or need additional information please do not hesitate to contact me.

Sincerely

<A/E signature and seal >

This document must be prepared in the A/E letterhead of the Architect or Engineer of record (or in exigent conditions and WHEN APPROVED BY THE BUILDING OFFICIAL, another Architect or Engineer.)