



TOWN OF BAY HARBOR ISLANDS  
 BUILDING DEPARTMENT  
 9665 BAY HARBOR TERRACE  
 BAY HARBOR ISLANDS FL 33154  
 PH305-993-1786 FAX 305-866-4863

**NOTICE TO TOWN OF BAY HARBOR ISLANDS BUILDING DEPARTMENT OF EMPLOYMENT AS SPECIAL INSPECTOR UNDER THE FLORIDA BUILDING CODE AND THE MIAMI DADE COUNTY ADMINISTRATIVE CODE.**

I (We) have been retained by \_\_\_\_\_ to perform special inspector services under the **Florida Building Code 7th Edition (2020) and Miami Dade County Administrative Code** at the \_\_\_\_\_ project on the below listed structure as of \_\_\_\_\_ (date). I am a registered architect/professional engineer licensed in the State of Florida.

Process Number / Master Permit: \_\_\_\_\_

- Special Inspector for Pilings, CMDC Sect. 8-22
- Special Inspector for Lightweight Insulating Concrete, CMDC Sect. 8-22
- Special Inspector for Soil Compaction, CMDC Sect. 8-2
- Special Inspector for Precast Units and Attachments, CMDC Sect. 8-22
- Special Inspector for Reinforced Masonry, FBC 2122.2.4 & CMDC Sect. 8-22
- Special inspector for Steel Bolted & Welded Connections, CMDC Sect. 8-22
- Special Inspector for Trusses over 35 feet long or 6 feet high, CMDC Sect. 8-22
- Special Inspector for Curtain Wall, CMDC Sect. 8-22
- Special Inspector for Structural Glazing, CMDC Sect. 8-22
- Special Inspector for Composite Floor System, CMDC Sect. 8-22
- Special Inspector \_\_\_\_\_

**Note: Only the marked boxes apply.**

The following individual(s) employed by this firm or me are authorized representative to perform inspections

1. \_\_\_\_\_
2. \_\_\_\_\_

**\*Special inspectors utilizing authorized representatives shall insure the authorized representative is qualified by education or licensure to perform the duties assign by Special Inspector. The qualifications shall include licensure as a professional engineer or architect; graduation from an engineering education program in civil or structural engineering; graduation from an architectural education program; successful completion of the NCEES Fundamentals Examination; or registration as building inspector or general contractor.**

I (we) will notify the Town of Bay Harbor Islands Building Department of any changes regarding authorized personnel performing inspection services.

I (we), understand that a Special Inspector inspection log for each building must be displayed in a convenient location on the site for reference by the Town of Bay Harbor Islands Building Department Inspector. All mandatory inspections, as required by the Florida Building Code, must be performed by the Town of Bay Harbor Islands Building Department. Inspections performed by the Special Inspector hired by the owner are in addition to the mandatory inspections performed by the department. Further, upon completion of work under each Building Permit, I will submit to the Building Inspector at the time of the final inspection the completed inspection log form and a sealed statement indicating that, to the best of my knowledge, belief and professional judgment those portions of the project outlined above meet the intent of the Florida Building Code and are in substantial accordance with the approval plans.

Architect/Engineer's Printed Name and Signature: \_\_\_\_\_

Address, Telephone, and E-mail: \_\_\_\_\_

License Number: \_\_\_\_\_

\_\_\_\_\_  
Signed and Sealed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accepted at the Building Department by:

\_\_\_\_\_  
Date