



**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
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www.pbcgov.com/pzb

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Official Electronic Letterhead

July 21, 2021

POA/HOA - Property Management
Palm Beach County Unincorporated

Re: Building Safety Inspections

Dear Property Manager,

The Palm Beach County Building and Fire Rescue Departments are recommending property owners and managers, to have your building's current structural conditions assessed; undertaking structural, waterproofing, and safety evaluations, at a minimum.

If your building is 25 years or older, we strongly encourage your association to contact certified, special inspectors to perform a thorough safety inspection of your building. If your building is less than 25 years old we suggest, at the least, a waterproofing inspection be performed, which may prevent future deterioration and damage to the structure.

Palm Beach County **does not** have a mandatory building recertification process in place, however we are working to develop such a program. Miami-Dade County and Broward County are the only two counties in the State of Florida that have mandatory Building Safety Inspection Programs, which calls for structural and electrical inspections for buildings 40 years or older and an inspection every 10 years thereafter. We continue to encourage residents to report any perceived damage or deterioration on structures at any time. This can be addressed through Section 116 of the Florida Building Code, as amended and adopted by Palm Beach County.

If your building is a condominium, we also remind you that Chapter 718 of the Florida Statutes states that maintenance of common elements is the responsibility of the condominium association, and that an association may be found liable for nonexercise of its powers. Some excerpts from that Chapter are included below for reference:

Florida Statute 718.111 (3) states: "POWER TO MANAGE CONDOMINIUM PROPERTY AND TO CONTRACT, SUE, AND BE SUED; CONFLICT OF INTEREST — the association may contract, sue, or be sued with respect to the exercise or non-exercise of its powers. For these purposes, the powers of the association include,



Fire Rescue

405 Pike Road
West Palm Beach FL 33411
561-616-7000

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but are not limited to, the maintenance, management, and operation of the condominium property. After control of the association is obtained by unit owners other than the developer, the association may institute, maintain, settle, or appeal actions or hearings in its name on behalf of all unit owners concerning matters of common interest to most or all unit owners, including, but not limited to, the common elements; the roof and building or other improvements; mechanical, electrical, and plumbing elements serving an improvement or a building."

Florida Statute 718.113 states "Maintenance; limitation...(1) Maintenance of the common elements is the responsibility of the association."

Please review Florida Statute 718 in its entirety, as it relates to common element maintenance and the authority to manage the condominium property. Please also review Broward County's Minimal Inspection Guidelines for Building Safety Inspections – Structural and Electrical to serve as guidelines for the necessary inspections.

County staff is committed to protecting life and property by ensuring all structures in Palm Beach County are safe to reside in and occupy through diligent implementation and enforcement of the Florida Building Code and the Florida Fire Prevention Code. Accordingly, we strongly encourage you to notify the Palm Beach County Building Official with your association's intended actions. We request that you provide your special inspector's information and proposed dates of inspections. We also request that copies of the inspection reports be submitted to the Building Official via e-mail at PZB-Bldg@pbcgov.org.

Please review this information carefully and contact us with any questions at the e-mail address listed above. Should Palm Beach County or the State of Florida enact a mandatory recertification or an inspection procedure in the future, we will notify those affected.

Thank you for your continued commitment to life and property safety.

Sincerely,

A blue ink signature of Doug Wise, consisting of a stylized 'D' and 'W'.

Doug Wise, CBO, CFM, MCP
Building Code Administrator BU-1272
Division Director IV, Building Official

A blue ink signature of Dave Derita, written in a cursive style.

Dave Derita
NAFI-CFEI, MIAAI
Division Chief, Fire Marshal

Attachments:

Section 116 of the Florida Building Code Amendments
Broward County Board of Rules and Appeals –
Policy #05-05, effective 01/01/2006

**PALM BEACH COUNTY AMENDMENTS TO THE
FLORIDA BUILDING CODE, 7th EDITION (2020)**



**FLORIDA BUILDING CODE -
BUILDING VOLUME
CHAPTER 1, ADMINISTRATION**

**FLORIDA BUILDING CODE –
RESIDENTIAL VOLUME, APPENDIX Q
TINY HOUSES**

**FLORIDA BUILDING CODE -
PLUMBING VOLUME, APPENDIX F
PROPOSED CONSTRUCTION BUILDING CODES
FOR TURF & LANDSCAPE IRRIGATION SYSTEMS**

**TECHNICAL AMENDMENTS
FLORIDA BUILDING CODE - BUILDING VOLUME
SECTION 1609.3 WIND LOADS & MAPS**

EFFECTIVE DECEMBER 31, 2020

Palm Beach County Planning, Zoning & Building Department – Building Division
2300 North Jog Road, West Palm Beach, Florida 33411
Phone: (561) 233-5100 Fax: (561) 233-5020

115.2 Issuance. The stop work order shall be in writing and shall be given to the owner of the property involved, the owner's authorized agent, the person performing the work, or posted at the site. Upon delivery of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order and the conditions under which the cited work will be permitted to resume. Where an emergency exists, as determined by the building official, the building official shall not be required to give a written notice prior to stopping the work.

115.3 Unlawful continuance. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

SECTION 116

UNSAFE BUILDINGS, STRUCTURES, EQUIPMENT AND SERVICE SYSTEMS

116.1 Unsafe buildings, structures, equipment or service systems. Buildings, structures, existing equipment, or service systems that are or hereafter become unsafe, insanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe buildings, structures, equipment or service systems shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section. A vacant structure that is not secured against entry shall be deemed unsafe.

116.1.1 When the building official determines a building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof is unsafe, as set forth in this code the building official shall provide the record owner(s) of the real property upon which the unsafe building, structure, equipment or system is located, a written notice stating the defects thereof, by certified mail, return receipt requested. This notice shall require the owner within thirty (30) business days of delivery of this notice to complete specified repairs or improvements, or to demolish and remove the building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof.

116.1.1.1 In addition to the written notice being sent by certified mail, return receipt requested to the record owner(s) of the real property upon which the unsafe building, structure, equipment or system is located, the building official shall post a copy of the notice in a conspicuous place in the county courthouse, and upon the building, structure, equipment or system, and a copy shall be recorded in the public records of Palm Beach County.

116.1.1.2 In addition, a copy of the notice, as outlined in this sub-section, shall be published simultaneously for two consecutive weekends in a newspaper of local circulation. Such notice shall be substantially in the following form:

NOTICE OF INTENT TO DEMOLISH OR SUBSTANTIALLY REPAIR AND INSPECT

(Insert Date of Notice)

The owner or other interested parties for the structure located at (address), are hereby notified that Palm Beach County, Florida, will proceed to have the building, structure, equipment or system repaired, demolished or removed thirty (30) calendar days after the date of this Notice, if said building, structure, equipment or system is not substantially repaired, demolished or removed by that date. All costs incurred by the County in connection with the repair, demolition or removal will be assessed against the property.

If, as a result of this Notice, the building, structure, equipment or system is substantially repaired, demolished, or removed by the owner, notice is hereby given that work to abate the unsafe condition requires building permits and inspections for code compliance, and all related fees are required to be paid prior to performing the work or receiving certification of code compliance.

To request an extension of time, the owner should contact (Contact Person and Phone Number) within ten (10) business days of the date of this Notice. Said request for extension must be made in writing to the building official.

An affected owner or duly authorized agent has the right to appeal this action to the Construction Board of Adjustment and Appeals. An application of appeal should be filed in writing and hearing costs paid by the affected owner or duly authorized agent, at the Palm Beach County Building Division Main Office, within thirty (30) calendar days of the date of this Notice. The fee to cover hearing costs shall be established by ordinance.

116.1.1.3 Evidence that an attempt has been made to hand deliver or mail the Notice, as provided herein, together with a copy of the recorded "Notice of Intent to Demolish or Substantially Repair and Inspect" at the Clerk of the Court Office, and proof of publication, shall be sufficient to show that the notice requirements of this section have been met, without regard to whether or not the owner actually received said notice.

116.1.2 If necessary, the notice shall also require the building, structure, electrical, gas, mechanical, plumbing equipment or service systems or portion thereof to be vacated and/or disconnected, and not reoccupied and/or reconnected until the specified repairs and improvements are completed, inspected and approved by the building official. The building official shall post at each entrance to the building a placard stating: THIS BUILDING IS UNSAFE AND ITS USE OR OCCUPANCY HAS BEEN PROHIBITED BY THE BUILDING OFFICIAL. This placard shall remain posted until the required repairs are made or demolition is completed. It shall be unlawful for any person, firm or corporation or its officers, agents, or other servants, to remove the posting without written permission of the building official, or for any person to enter the building, or use the building, structure, equipment or system except for the purpose of making the required repairs or of demolishing same.

116.1.3 If such owner, agent, or person in control shall fail, neglect, or refuse to comply with notice to repair, rehabilitate, or to demolish, and remove said building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof, within thirty (30) calendar days of delivery of notification by the County building official and pursuant to the procedures stated in this section, the County is authorized and empowered, and the building official shall take action to achieve enforcement of the code and/or abatement of the unsafe condition by substantial repair, demolition, or removal of the building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof, or in a manner as dictated by the degree of threat posed by the unsafe condition.

116.1.3.1 The cost of vacating, substantially repairing, demolishing, removing, and/or otherwise abating the unsafe condition incurred by the County, including the actual work of vacating, substantially repairing, demolishing, removing, and/or otherwise abating the unsafe condition, title work costs and expenses, all administrative and legal expenses, publication costs, postal expenses, and other identifiable costs incurred by the County, shall be assessed against the property.

116.1.3.1.1 All assessments shall be paid in full to the County no less than the close of County business on the twentieth (20) business day after the Notice of Assessment is delivered to the property owner. If the property owner fails to pay the assessment within this time period, the building official or designee shall file with the Clerk of the Circuit Court a lien to be recorded in the County's Official Record Book showing the nature of such lien, the amount thereof and an accurate legal description of the property, including the street address, which lien shall be effective from the date of filing and recite the names of all persons notified and interested persons.

116.1.3.1.2 Thereafter, the unpaid amount of the assessment will accrue interest at the maximum rate allowed by Chapter 55, Florida Statutes.

116.1.3.1.3 If the assessment is not paid by the following September 1, the County will declare the assessment delinquent and place the assessment on the tax roll as a non-ad valorem assessment.

116.1.3.1.4 If the non-ad valorem assessment is not paid as part of the tax bill on the property, the property may be subject to the sale of a tax certificate, bearing interest by law at a rate as high as 18% per annum.

116.1.3.1.5 If the tax certificate is not redeemed by payment of the non-ad valorem assessment in full, plus interest, as required by Florida law, the property may be sold and conveyed by tax deed.

116.1.3.1.6 Nothing in this section shall prevent the County from imposing fines or liens, seeking injunctive relief, pursuing foreclosure or exercising other enforcement powers as permitted by law.

116.1.4 The thirty (30) day time period contained in Section 116.1.1 of this code may be enlarged by the building official, in a decision, which is rendered in writing, upon receipt of the owner's written request for an enlargement of time. In the written request, the owner must show cause as to why the enlargement of time should be granted. In the event that the building official denies the owner's request for an enlargement of time, said decision shall be rendered in writing, and delivered to the owner by certified mail, return receipt requested.

116.1.5 Determinations. Decisions of the building official required by this section shall be in writing. The date of the determination shall be the date it is reduced to writing and signed by the building official.

116.1.6 Relief from the Notice of Intent to Demolish or Substantially Repair and Inspect. An affected owner or duly authorized agent has the right to appeal the notice to the Construction Board of Adjustment and Appeals. An application of appeal shall be filed in writing and hearing costs paid by the affected owner or duly authorized agent, at the Palm Beach County Building Division Main Office, within thirty (30) business days of the date of delivery of the notice, as required in this section. If notice is not successfully delivered to the record owner, the application of appeal should be filed in writing and hearing costs paid by the affected owner within thirty (30) business days following the second consecutive week of publication of notice in a newspaper of local circulation. No action shall be taken by the County in connection with a building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof, which is the subject of any appeals procedure relating to demolition, except in cases of emergencies as, described in Section 116.2.2 of this code. Every decision of the Construction Board of Adjustment and Appeals shall be final; subject however to such remedy as any aggrieved party might have at law. Such judicial relief shall be sought by the affected party or authorized agent by filing the appropriate petition in the court of jurisdiction within thirty (30) business days of the execution of the board order to be appealed. Such an appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the Construction Board of Adjustment and Appeals.

116.1.7 An affected owner or duly authorized agent has the right to appeal a decision of the building official to deny an extension of time, to the Construction Board of Adjustment and Appeals. An application of appeal should be filed in writing and hearing costs paid by the affected owner or duly authorized agent, at the Palm Beach County Building Division Main Office, within ten (10) business days of the date that decision is reduced to writing. The fee to cover hearing costs shall be established by ordinance.

116.1.8 Notice of Assessment. Upon completion of the actions undertaken by the County, the building official shall notify in writing the owner that a special assessment has been imposed on the property. The notice shall be delivered by certified mail, return receipt requested. The notice of assessment shall set forth the following:

- (a) A description of the unsafe structure, a description of the actions taken by the County to substantially repair or demolish the building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof, and the fact that the property has been assessed for the costs incurred by the County to substantially repair or

demolish the building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof.

- (b) The aggregate amount of such costs, and an itemized list of such costs.
- (c) The intent of the County to record the assessment as a lien against the property, if not paid within twenty (20) business days of delivery.
- (d) The intent of the County to charge interest at the maximum rate allowed by Chapter 55, Florida Statutes if the assessment is not paid within twenty (20) business days.
- (e) The intent of the County to declare the assessment delinquent and to place the assessment on the tax roll as a non-ad valorem assessment if not paid by the following September 1.
- (f) The potential for the property to be subject to the sale of a tax certificate, bearing interest by law at a rate as high as 18% per annum, if the non-ad valorem assessment is not paid as part of the tax bill on the property.
- (g) The potential for the property to be sold and conveyed by tax deed if the tax certificate is not redeemed by payment of the non-ad valorem assessment in full, plus interest, as required by Florida law.

116.1.9 The decision of the building official shall be final in cases of emergency, which, in the opinion of the building official, involve imminent danger to human life or health, or the property of others. The building official shall promptly cause such building, structure, electrical, gas, mechanical or plumbing equipment or system or portion thereof to be made safe, secured, or cause its removal. For this purpose, the building official may at once enter such structure or land on which it stands, or abutting land or structures, with such assistance and at such cost as the building official may deem necessary. The building official may order the vacating of adjacent structures and may require the protection of the public by appropriate fence or such other means as may be necessary, and for this purpose may close a public or private way. Taking such action does not create a continuing obligation on the part of the building official to continue with maintaining such building, structure, equipment or system; or create liability for any damage to the property.

SECTION 117 VARIANCES IN FLOOD HAZARD AREAS

117.1 Flood hazard areas. Pursuant to Section 553.73(5), Florida Statutes, the variance procedures adopted in Article 18 of the ULDC shall apply to requests submitted to the building official for variances to the provisions of Section 1612.4 of the Florida Building Code, Building or, as applicable, the provisions of R322 of the Florida Building Code, Residential. This section shall not apply to Section 3109 of the Florida Building Code, Building.

**For Informational Purposes Only. These rules only apply in Broward
County and are being provided as a guide to assist property managers.**

Broward County Board of Rules and Appeals Policy # 05-05

Effective: 01/01/06

Amended 06/09/06

Amended 04/02/09

Amended 03/15/12

Amended Effective 10/20/14

Subject: Broward County Board of Rules and Appeals – Building Safety Inspection Program

Section 110.15 of the Broward County Administrative Provisions of the Florida Building Code has established a Building Safety Inspection Program.

The procedures established herein are the basic guidelines for the Building Safety Inspection program.

The requirements contained in the Florida Building Code, covering the maintenance of buildings, shall apply to all buildings and/or structures now existing or hereafter erected. All buildings and/or structures and all parts thereof shall be maintained in a safe condition, and all devices or safeguards that are required by the Florida Building Code shall be maintained in good working order. Electrical wiring, apparatus and equipment, and installations for light heat or power and low voltage systems as are required and/or regulated by the Building Code, now existing or hereinafter installed, shall be maintained in a safe condition and all devices and safeguards maintained in good working order.

These guidelines shall not be construed as permitting the removal or non-maintenance of any existing devices or safeguards unless authorized by the Building Official.

Building Safety Inspection of buildings / structures and components:

For the purpose of these guidelines, Building Safety Inspection shall be construed to mean the requirement for specific inspection of existing buildings and structures and furnishing the Building Official with a written report of such inspection as prescribed herein.

A (1). Inspection procedures shall conform, in general, to the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals. This inspection is for the sole purpose of identifying structural and electrical deficiencies of the building or structure that pose an immediate threat to life safety or where failure of a critical component is imminent. This inspection is not to determine if the condition of an existing building is in compliance with the current edition of the Florida Existing Building Code or the National Electrical Code.

(2). Such inspection shall be for the purpose of determining the structural & electrical condition of the building or structure to the extent reasonably possible of any part, material or assembly of a building or structure which affects the safety of such building or structure and/or which supports any dead or designed live load, and the general condition of its electrical systems pursuant to the Building Code.

(3). The inspecting professional shall have a right of entry into all areas he/she deems necessary to comply with the program.

(4). The Building Official shall ensure that the owner(s) (or their duly authorized representative(s)) of all buildings requiring inspection under these guidelines file the necessary documentation to confirm compliance with the guidelines set forth herein.

B (1). All buildings, except single-family residences, duplexes and minor buildings or structures as defined below, shall be recertified in the manner described below where such buildings or structures have been in existence for forty (40) years or longer, as determined by the Building Official, who shall at such time issue a Notice of Required Inspection to the building owner.

(2). Subsequent Building Safety Inspections shall be required at ten (10) year intervals from the date of the 40th anniversary of existence of buildings or structures regardless of when the inspection report for same is finalized or filed. Any buildings or structures not otherwise excluded as set forth herein shall be inspected at the same time as the initial 40 year inspection of the building and shall be re-inspected in accordance with the schedule for the building. Buildings that the original 40 year inspection dates are specified in the exception to 110.15 (2011 and earlier) shall have the 10 year re-inspections scheduled starting 10 years following the date schedule shown in the exceptions to 110.15.

(3). In the event a building is determined to be structurally and electrically safe under the conditions set forth herein, and such building or structure is less than forty (40) years of age, a Building Safety Inspection shall not be required for a minimum of ten (10) years from that time, or age forty (40), whichever is the longer period of time.

C. Minor buildings or structures shall, for the purpose of this subsection, be defined as buildings or structures in any occupancy group having a gross area of 3,500 sq. ft. or less. Any building or structure which houses, covers, stores or maintains any support features, materials or equipment necessary for the operation of all or part of the primary structure, or operation of any feature located upon the real property, shall not be considered a minor building and shall be subject to inspection as otherwise set forth herein. Also included in the Safety Inspection Program are elevated decks.

D (1). The owner of a building or structure subject to Building Safety Inspection shall furnish, or cause to be furnished, within ninety (90) days of Notice of Required Building Safety Inspection, the Broward County Board of Rules and Appeals Building Safety Inspection Certification Form to the Building Official, prepared by a Professional Engineer or Architect registered in the State of Florida, certifying that each such building or structure is structurally and electrically safe, or has been made structurally and electrically safe for the specified use for continued occupancy, in conformity with the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals.

(2). Such written report shall bear the impressed seal and signature of the certifying Engineer or Architect.

(3). Such Engineer or Architect shall undertake such assignments only where qualified by training and experience in the specific technical field involved in the inspection and report.

(4). Such report shall indicate the manner and type of inspection forming the basis for the report and description of any matters identified as requiring remedial action.

(5). In the event that repairs or modifications are found to be necessary resulting from the Building Safety Inspection Report, the owner shall have a total of 180 days from the date of the Building Safety Inspection Report, unless otherwise specified by the Building Official in accordance with Florida Building Code Section 1104 (Broward County Administrative Code), in which to correct the structural and electrical deficiencies that pose an immediate threat to life, health, safety or where failure of a critical component is imminent. Once the corrections have been completed a Professional Engineer, or Registered Architect ~~or~~ shall re-inspect the areas noted on the original report and shall provide the building owner a signed and sealed letter stating the corrections have all been completed. The building owner shall submit that letter to the Building Official. For deficiencies that cannot be corrected within 180 days, the time frame may be extended when a time frame is specified by the Professional Engineer or Registered Architect and approved by the Building Official. Such extension shall be contingent on maintaining an active building permit as specified in Florida Building Code Section 105.1.3 (Broward County Administrative Code).

Repairs or modifications of deficient conditions that are incidental and non-life threatening shall be completed within a time frame as specified by the inspecting Professional Engineer or Registered Architect and approved by the Building Official. All repairs or modifications shall be completed in conformance with all applicable Sections of the Florida Existing Building Code* and the National Electrical Code.

E (1). In the event an owner fails to submit the 40 year Inspection Report the governing authority shall elect the choice of either a Special Magistrate or Code Enforcement Board as set forth under Florida Statutes Sec. 162, et. al., to conduct a hearing to address such failure. In the event an owner fails to comply with repair or modification requirements as determined from the Building Safety Inspection Report as set forth herein the structure may be deemed to be unsafe and unfit for occupation. Such findings shall be reviewed by the Building Official and may be sent to the Special Magistrate, Code Enforcement Board or Unsafe Structures Board, as appropriate.

* The Florida Existing Building Code will specify whether the repairs or modification can be made under the code in effect when the building was originally permitted or the code currently in effect.

MINIMUM INSPECTION GUIDELINES
FOR BUILDING SAFETY INSPECTION
STRUCTURAL

I. Masonry Walls

A. General Description

1. Concrete masonry units
2. Clay tile or terra cotta units
3. Reinforced concrete tie columns
4. Reinforced concrete tie beams
5. Lintels
6. Other type bond beams

B. Cracks: Identify crack size as **HAIRLINE** if barely discernible; **FINE** if less than 1 mm in Width; **MEDIUM** if between 1 and 2 mm in width; **WIDE** if over 2 mm

1. Location - note beams, columns, other
2. Description

C. Spalling:

1. Location - note beams, columns, other
2. Description

D. Rebar corrosion

1. None visible
2. Minor
3. Significant - structural repairs required (describe)

II. Floor and Roof Systems:

A. Roof:

1. Describe type of framing system (flat, slope, type roofing, type roof deck, condition)
2. Note water tanks, cooling towers, air conditioning equipment, signs, other heavy equipment and condition of supports.
3. Note types of drains and scuppers and condition.

B. Floor system(s):

1. Describe (type of system framing, material, condition)
2. Heavy equipment and conditions of support

C. Inspection - note exposed areas available for inspection, and where it was found necessary to open ceilings, etc. for inspection of typical framing members.**III. Steel Framing Systems:**

- A. Description
- B. Exposed Steel - describe condition of paint & degree of corrosion.
- C. Concrete or other fireproofing - note any cracking or spalling, and note where any covering was removed for inspection.
- D. Elevator sheaves beams & connections, and machine floor beams - note Condition.

IV. Concrete Framing Systems:

- A. Full description of structural system.
- B. Cracking:
 1. Not significant.
 2. Location and description of members affected and type cracking.
- C. General condition.
- D. Rebar corrosion ,
 1. None visible
 2. Minor
 3. Significant - structural repairs required (describe)

V. Windows:

- A. Type (Wood, steel, aluminum, jalousie, single hung, double hung, casement, awning, pivoted, fixed, other)
- B. Anchorage - type & condition of fasteners and latches.
- C. Sealants - type & condition of perimeter sealants & at mullions.
- D. Interior seals - type & condition at operable vents.
- E. General condition.

VI. Wood Framing:

- A. Describe floor system
- B. Note condition connector or stress
- C. Note rotting or termite damage
- D. Note alignment problems
- E. Note bearing deficiencies
- F. Note any significant damage that might affect safety and stability of building structure.

VII. Exterior Finishes / Note any structural deficiencies in the following.

- A. Stucco
- B. Veneer
- C. Soffits
- D. Ceiling
- E. Other

MINIMUM INSPECTION GUIDELINES FOR
BUILDING SAFETY INSPECTION
ELECTRICAL

- I. Electrical Service:**
A. Size, Amperage, Voltage:
B. Phase:
C. Condition: Code Compliant () Requires Repair ()
D. Comments:
- II. Meter and Electrical Rooms:**
A. Clearances: Code Compliant () Requires Repair ()
B. Comments:
- III. Switchboards/Meter/Motor Control Centers:** Code Compliant () Requires Repair ()
Comments:
- IV. Grounding:**
A. Service Code Compliant () Requires Repair ()
B. Equipment Code Compliant () Requires Repair ()
C. Comments:
- V. Conductors:** Code Compliant () Requires Repair ()
Comments:
- VI. Auxiliary Gutters/ Wireways/ Busways:**
A. Location: Code Compliant () Requires Repair ()
B. Comments:
- VII. Electrical Panels:** ,
A. Location Code Compliant () Requires Repair ()
B. Clearance Code Compliant () Requires Repair ()
C. Identification Code Compliant () Requires Repair ()
D. Comments:
- VIII. Disconnects:**
A. Location Code Compliant () Requires Repair ()
B. Clearance Code Compliant () Requires Repair ()
C. Identification Code Compliant () Requires Repair ()
D. Comments:

IX. Branch Circuits:

A. Identification

Code Compliant () Requires Repair ()

B. Comments:

X. Conduit/Raceways:

Code Compliant () Requires Repair ()

Comments:

XI. Low Voltage Wiring Methods

Code Compliant () Requires Repair ()

Comments:

XII. Building Illumination:

A. Building Egress

Code Compliant () Requires Repair ()

B. Emergency

Code Compliant () Requires Repair ()

C. Exit Signs

Code Compliant () Requires Repair ()

D. Comments:

XIII. Fire Alarm System:

Code Compliant () Requires Repair ()

Comments:

XIV. Smoke Detectors:

Code Compliant () Requires Repair ()

Comments:

XV. Generator:

A. Emergency

Code Compliant () Requires Repair ()

B. Standby/Optional

Code Compliant () Requires Repair ()

C. Comments:

XVI. Site Wiring:

Code Compliant () Requires Repair ()

Comments:

XXIV. Swimming Pool/Spa Wiring:

Code Compliant () Requires Repair ()

Comments:

XXV. Wiring to Mechanical Equipment:

Code Compliant () Requires Repair ()

Comments:

XXVI. General Additional Comments: