



**City of Port St. Lucie Building Department**  
 121 SW Port St. Lucie Blvd.  
 Port St. Lucie, FL 34984  
 Tel: 772-871-5132  
[www.cityofpsl.com/building](http://www.cityofpsl.com/building)

- Threshold Inspector
- Special Inspector
- Private Provider

In accordance with Section 110 of the City of Port St. Lucie Amended Chapter 1 of the Florida Building Code the request for a Special Structural Inspector, a Florida Registered Architect or Licensed Engineer, to perform the following mandatory or discretionary inspections, as outlined in Section 110 of the Florida Building Code. The Special Threshold Inspector shall maintain progress inspection reports on-site during construction, submit to the jurisdiction on a weekly basis inspection reports, and provide a Certificate of Compliance after all work is complete to the Building Official before the final inspection as per Section 110 of the Florida Building Code. **NOTE:** The Building Official shall determine which discretionary inspections are to be delegated.

PERMIT #: \_\_\_\_\_ PROJECT NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

LEGAL DESCRIPTION: SEC \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ PARCEL ID # \_\_\_\_\_

| A. <input type="checkbox"/> Special <input type="checkbox"/> Threshold Inspection:  | YES                      | NO                       |
|---|--------------------------|--------------------------|
| 1. Stem wall, monolithic slab on grade, footings/grade beams, pilings and pile caps   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Lintel, tie beams, columns, masonry units, reinforcing steel and shoring   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Structural steel, connections, welding, bolts and anchor rods  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Smoke control systems  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Threshold building - F.S. Section 553.79(5)  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Building and structures of unusual design or methods of construction <ul style="list-style-type: none"> <li>• Windows and doors</li> <li>• Structural and fire resistance integrity</li> </ul>             | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Building of Type 1 construction  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Major structural alterations   | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Where the concrete design is based on compressive strength more than 3,000 pounds per square inch  | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Buildings with an area greater than 20,000 square feet  | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. For buildings more than 2 stories in height   | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Pile driving  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>B. Private Provider:</b> <input type="checkbox"/> Building <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Other: _____ |                          |                          |

Must provide general liability insurance policy as required by F.S. 553.791 with a minimum policy limit of \$1 million per occurrence and \$2 million in the aggregate for any project with a construction cost of \$5 million or less, and \$2 million per occurrence and \$4 million in the aggregate for any project with a construction cost of \$5 million or more.

**Mandatory Requirements:**

- Notice to the local Building Official of the date and approximate time of any such inspection no later than the prior business day.
- Inspections completion form after every performed inspection.
- Certificate of Compliance shall be submitted prior to scheduling the final inspection.

Property Owner's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ License # \_\_\_\_\_

Inspection Agency Name: \_\_\_\_\_ Agency Registration # \_\_\_\_\_

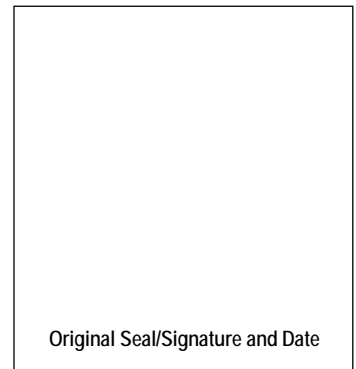
Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Agency Qualifier Name: \_\_\_\_\_ Signature: \_\_\_\_\_

License # \_\_\_\_\_  Registered Architect  Engineer  Building Code Administrator

Email: \_\_\_\_\_ Phone: \_\_\_\_\_



*\*Plans for all buildings shall indicate how required structural and fire resistance integrity will be maintained where a penetration of a required fire-resistant wall, floor or partition will be made for electrical, gas, mechanical, plumbing and communication conduits, pipes and systems. Such plans shall also include enough detail on how the fire integrity will be maintained where required fire-resistant floors intersect the exterior walls and where joints occur in required fire-resistant construction assemblies.*



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Authorized Representatives

PERMIT NUMBER: \_\_\_\_\_ PROJECT NAME: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

PART 1 - Special and/or Threshold Inspector FBC 110.8

Special and/or Threshold Inspector Name: \_\_\_\_\_ License #: \_\_\_\_\_

Duly Authorized Representative: \_\_\_\_\_ Lic/Cert.#: \_\_\_\_\_

Duly Authorized Representative: \_\_\_\_\_ Lic/Cert.#: \_\_\_\_\_

Duly Authorized Representative: \_\_\_\_\_ Lic/Cert.#: \_\_\_\_\_

(NOTE: A copy of each representative's license must be attached to this form.)

PART 2 - Private Provider F.S 553.791

Private Provider Name: \_\_\_\_\_ License #: \_\_\_\_\_

Service Provider: [ ] Inspection [ ] Plan Review

Duly Authorized Representative(s):

[ ] Building: \_\_\_\_\_ License #: \_\_\_\_\_

[ ] Mechanical: \_\_\_\_\_ License #: \_\_\_\_\_

[ ] Electrical: \_\_\_\_\_ License #: \_\_\_\_\_

[ ] Plumbing: \_\_\_\_\_ License #: \_\_\_\_\_

Note: A copy of each representative's license must be attached to this form.

Table with 3 columns: Official Use Only, Date Received, Reviewer's Initials



City of Port St. Lucie Building Department  
SPECIAL INSPECTOR/PRIVATE PROVIDER



### Special Inspector (Threshold)

The fee owner of a threshold building shall select and pay all costs of employing a special inspector, but the special inspector shall be responsible to the enforcement agency. The inspector shall be a person certified, licensed, or registered under F.S.S 471 as an engineer or under F.S.S 481 as an architect. The architect or engineer of record may act as the special inspector provided, she or he is on the Board of Professional Engineers' or the Board of Architecture and Interior Design's list of persons qualified to be special inspectors. School boards may utilize employees as special inspectors provided such employees are on one of the professional licensing board's lists of persons qualified to be special inspectors.

The licensed architect or registered engineer serving as the special inspector shall be permitted to send her or his duly authorized representative to the job site to perform the necessary inspections provided all required written reports are prepared by and bear the seal of the special inspector and are submitted to the enforcement agency.

Upon completing the required inspections at each applicable phase of construction, the special inspector shall record such inspections on the inspection log provided by the Building Official and must be used during construction. The contractor shall make the necessary copies of the inspection log to cover the anticipated number of inspections and shall be signed and sealed by the special inspector or the duly authorized representative. The inspection log shall reflect the structural inspection plan prepared by the Engineer or Architect of record. The special inspector, before leaving the project site, shall post each completed inspection record, indicating pass or fail, at the site and provide an original signed and sealed inspection report of the inspections performed for record to the local Building Official within (1) week from when the inspection occurred. (Note: Threshold building inspections must comply with FBC 110.8.)

#### Private Provider:

A private provider performing required inspections under this section shall inspect each phase of construction as required by the applicable codes. The private provider shall be permitted to send a duly authorized representative (who is licensed as an Engineer under

F.S.S 471, or as an Architect under F.S.S 481, or who holds a standard certificate under part XXI of F.S.S 461) to the building site to perform the required inspections, provided all required reports are prepared by and bear the signature of the private provider or the private provider's duly authorized representative. The duly authorized representative must be an employee of the private provider entitled to receive reemployment assistance benefits under chapter 443. The contractor's contractual or legal obligations are not relieved by any action of the private provider.

A private provider performing required inspections under this section shall provide notice to the local building official of the date and approximate time of any such inspection no later than the prior business day by 2 p.m. local time or by any later time permitted by the local building official in that jurisdiction. The local building official may visit the building site as often as necessary to verify that the private provider is performing all required inspections. A deficiency notice must be posted at the job site by the private provider, the duly authorized representative of the private provider, or the building department whenever a noncomplying item related to the building code or the permitted documents is found. After corrections are made, the item must be re-inspected by the private provider or representative before being concealed. Reinspection or re-audit fees shall not be charged by the local jurisdiction as a result of the local jurisdiction's audit inspection occurring before the performance of the private provider's inspection or for any other administrative matter not involving the detection of a violation of the building code or a permit requirement.

Upon completing the required inspections at each applicable phase of construction, the private provider shall record such inspections on a form acceptable to the local building official. The form must be signed by the provider or the provider's duly authorized representative. These inspection records shall reflect those inspections required by the applicable codes of each phase of construction for which permitting by a local enforcement agency is required. The private provider, before leaving the project site, shall post each completed inspection record, indicating pass or fail, at the site and provide the record to the local building official within 2 business days. The local building official may waive the requirement to provide a record of each inspection within 2 business days if the record is posted at the project site and all such inspection records are submitted with the certificate of compliance. Records of all required and completed inspections shall always be maintained at the building site and made available for review by the local building official. The private provider shall report to the local enforcement agency any condition that poses an immediate threat to public safety and welfare.

Upon completion of all required inspections, the private provider shall prepare a certificate of compliance, on a form acceptable to the local building official, summarizing the inspections performed and including a written representation, under oath, that the stated inspections have been performed and that, to the best of the private provider's knowledge and belief, the building construction inspected complies with the approved plans and applicable codes. The statement required of the private provider shall be substantially in the following form and shall be signed and sealed by a private provider as established in subsection (1): *To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes.*





**CITY OF PORT ST. LUCIE BUILDING DEPARTMENT  
FIELD INSPECTION LOG**



Permit #: \_\_\_\_\_ Trade: \_\_\_\_\_

| Inspection Type | Date | Pass | Fail | Partial | Comments |
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|-------------------|----------------|---------------------|
| Official Use Only | Date Received: | Reviewers Initials: |
|-------------------|----------------|---------------------|



### 110.3 Required Inspections.

The Building Official upon notification from the permit holder or his or her agent, shall make the following inspections, and such other inspections as deemed necessary, and shall either release that portion of the construction or shall notify the permit holder or his agent of any violations which must be corrected to comply with the technical codes. The Building Official shall determine the timing and sequencing of when inspections occur and what elements are inspected at each inspection. A complete survey, or special purpose survey may be required before an inspection is approved.

#### A. Building

1. Foundation Inspection. To be made after trenches are excavated, forms erected, and required reinforcing steel is in place. The foundation inspection shall at a minimum, include the following building components:
  - Stem wall
  - Monolithic slab on grade
  - Pilings and pile caps
  - Footings/grade beams
- 1.1 Slab/Floor Inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel or framing members installed and all building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor. A foundation/form board survey prepared and certified by a registered surveyor may be required, prior to approval of the slab inspection. The survey shall certify placement of the building on the site, illustrate all surrounding setback dimensions and shall be available at the job site for review by the building inspector.
- 1.2 In flood hazard areas, upon placement of the lowest floor, including basement, and prior to further vertical construction, the elevation certification, required in Section 1612.5 of this code, shall be submitted to the building official.
2. Construction Inspections
  - 2.1 Lintel/tie beams/columns/masonry units. To be made after masonry unites, forms, reinforcing steel, shoring, conduit, piping accessories, and other ancillary equipment items are in place, but before any concrete is placed.
  - 2.2 Sheathing Inspection. To be made either as part of a dry-in inspection or done separately at the request of the contractor after all roof and wall sheathing and fasteners are complete and shall at a minimum include the following components:
    - Roof sheathing
    - Wall sheathing
    - Floor sheathing
    - Sheathing fasteners
    - Roof/wall dry-in
    - Gypsum board, as required
    - Sheathing/cladding inspection

NOTE: Sheathing fasteners installed and found to be missing the structural member (shiners) shall be corrected prior to installation of the dry-in material.
  - 2.3 Framing inspection. To be made after the roof deck or sheathing, all framing, fire-blocking and bracing is in place, all concealed wiring, all pipes, chimneys, ducts and vents are complete and shall at a minimum include the following building components:
    - Window/door framing and installation. Verify rough opening dimensions are within tolerances, buck and attachments.
    - Lintel/tie beams complete, if applicable
    - Framing/trusses/bracing/connectors (including truss layout drawings)
    - Draft stopping/fire blocking
    - Curtain wall framing
    - Fire resistant assemblies, joints and penetrations, as required
    - Accessibility

3. Roofing inspection. Shall at a minimum include the following building components:
    - Dry-in
    - Insulation
    - Roof coverings (including in-progress)
    - Flashing
  4. Energy insulation, thermal and ignition barriers
  5. Lath/drywall. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.
  6. Final Inspection. To be made after the building is completed and ready for occupancy.
  - 6.1 Elevation Certificate. As part of the final inspection, an elevation certificate shall be submitted to the authority having jurisdiction.
  7. Swimming pool inspection.
    - First inspection to be made after excavation and installation of reinforcing steel, bonding and main drain and prior to placing of concrete shell.
    - Underground electric inspection
    - Underground piping inspection including a pressure test
    - Deck inspection: to be made prior to the installation of the deck material (with forms, deck drains, and may reinforcement in place.
    - Final electric inspection to be made prior to filling the swimming pool with water.
    - Final permanent barrier inspection to be made prior to filling the swimming pool with water.
    - Final inspection to be made when the swimming pool is complete and all required enclosure requirements are in place.
    - To pass final inspection and receive a certificate of completion, a residential swimming pool must meet the requirements relating to pool safety features as described in Section 424.2.17 of this code.
  8. Demolition inspections.
    - First inspection to be made after all utility connections have been disconnected and secured in such a manner that no unsafe or unsanitary conditions shall exist during or after demolition operations.
    - Final inspection to be made after all demotion work is completed.
  9. Manufactured building inspections. The Building Official shall inspect construction of foundations; connecting buildings to foundations; installation of parts identified on plans as site installed items, joining the modules, including utility crossovers; utility connections from the building to utility lines on site; and any other work done on site which requires compliance with the Florida Building Code. Additional inspections may be required for public educational facilities (see Section 423.27.20 of this code).
  10. Where impact-resistant coverings or impact resistant systems are installed to meet requirements of this code, the Building Official shall schedule adequate inspections of impact resistant coverings or impact resistant systems to determine the following:
    - The system indicated on the plans was installed.
    - The system is installed in accordance with the manufacturer's installation instructions and the product approval.
- B. Electrical**
1. Underground inspection (including bonding and ground). To be made after trenches or ditches are excavated, conduit or cable installed, and before any backfill is in place.
  2. Rough-in inspection. To be made after the roof, framing, fire-blocking and bracing is in place and prior to the installation of wall or ceiling membranes.
  3. Low voltage. To be made for security, alarm, elevator and special uses.
  4. Final inspection. To be made after the building is complete, all required electrical fixtures are in place and properly connected or protected, and the structure is ready for occupancy.

**C. Plumbing**

1. Underground inspection. To be made after trenches or ditches are excavated, piping is installed, and before any backfill is put in place.
2. Rough-in inspection. To be made after the roof, framing, fire-blocking and bracing is in place and all soil, waste and vent piping is complete, and prior to the installation of the insulation (if applicable), or wall or ceiling membranes.
3. Final inspection. To be made after the building is complete, all plumbing fixtures are in place and properly connected, and the structure is ready for occupancy.

NOTE: See section 312 of the Florida Building Code, Plumbing Volume, for required tests.

**D. Mechanical**

1. Underground inspection. To be made after trenches or ditches are excavated, piping is installed, and before any backfill is put in place.
2. Rough-in inspection. To be made after the roof, framing, fire blocking and bracing are in place and all ducting, and other concealed components are complete, and prior to the installation of wall or ceiling membranes.
3. Final inspection. To be made after the building is complete, the mechanical system is in place and properly connected, and the structure is ready for occupancy.

**E. Gas**

1. Rough piping inspection. To be made after all new piping authorized by the permit has been installed, and before any such piping has been covered or concealed or any fixtures or gas appliances have been completed.
2. Final piping inspection. To be made after all piping authorized by the permit has been installed and after all portions which are to be concealed by plastering or otherwise have been so concealed, and before any fixtures or gas appliances have been connected. This inspection shall include a pressure test.
3. Final inspection. To be made on all new gas work authorized by the permit and such portions of existing systems as may be affected by new work or any changes, to ensure compliance with all requirements of this code and to assure that the installation and construction of the gas system is in accordance with reviewed plans.

**F. Site Debris**

1. The contractor and/or owner of any active or inactive construction project shall be responsible for the clean-up and removal of all construction debris or any other miscellaneous discarded articles prior to receiving final inspection by the Building Official.

**110.3.6 Fire and smoke resistant penetrations.** Protection of joints and penetrations fire-resistance-rated assemblies, smoke barriers and smoke partitions shall not be concealed from view until inspected and approved by the Building Official.

**110.3.7 Energy efficiency inspections.** Inspections shall be made to determine compliance with Chapter 13 of this code and shall include, but not limited to, inspections for: envelope insulation R-and U-values, fenestration U-value, duct system R-value, and HVCA and water heating equipment efficiency.