FLORIDA INTERNATIONAL UNIVERSITY
BUILDING CODE ADMINISTRATION
PERMITTING PREREQUISITES FOR MAJOR PROJECTS

September 2, 2016

TYPE PERMITS-

1) Regular Building Permit

2) Phased Approval Permit
   a) Foundation, Shell
   b) Regular Building Permit

3) FIU-Permit for temporary construction trailer (one each for GC and Subcontractors)

4) FIU- Permit for temporary power for construction (site) & construction trailer(s)

5) FIU-Roofing Permit –Roofing in the HVHZ-URPA (FBC)

PERMITTING PROCEDURE-

1) GC submits Building Application Package (FIU standard)

2) 2 sets Construction Documents (signed & sealed)

3) FIU-Affidavit form letter (FIU standard) by architect, engineering consultants, building inspector, & special (Threshold) inspector

4) Florida Energy Efficiency Code Compliance (FEECC)

5) Geo-tech/sub-surface exploration report

6) Plan review process (for regular permits), comments, response to comments
OUTSIDE AGENCIES-

1) SFM-Send State Fire Marshal, min. 2 sets of 100% construction documents (signed & sealed) for plan review/approval, necessary inspections will be identified

2) MD/WASD , submit for possible permit(perhaps to be determined no permit required) — water distribution system (domestic and fire protection system), 4-5 month time frame
   a) obtain agreement for service W & S, 2-3 month time frame
   b) obtain Water Supply Allocation Certificate, same 2-3 month time frame

3) FDEP, Civil Engineer obtain NPDES permit NOI

4) FBC-FL Bldg. Comm., Waiver from Vertical Accessibility Requirements (before March 15, 2012)
   MD/DERM, obtain permit for emergency generator/AST System Installation

5) MD/GSA Facilities Management, Office of Elevator Safety, obtain elevator permit, certificate of operation

6) SFWMD-Existing irrigation wells (if applicable)

7) FIU-BCA /other agency review-site development plan, fencing plan, existing infrastructure (modifications), demolition

8) FIU-BCA /other agency review-impact on nature preserve (if applicable)

DURING CONSTRUCTION-

1) Provide copies of inspection reports to Building Official

2) Submit required shop drawings to SFM (fire alarm, fire sprinklers, emergency generator, etc.)

3) SFM inspections requested through Building Official

4) Provide Shop Drawings, Product Approvals for building envelope components, all engineering drawings not part of the permit drawings shall be signed and sealed by PE

5) Provide Certificate of Compliance to BCA by a licensed pest control company (Certificate of Protective Treatment for Prevention of Termites)

6) Shoring/re-shoring plans (signed and sealed by PE)

7) Pre-cast components (if applicable), structural p/c-inspection by Arch/PE prior to concrete placement
CLOSE-OUT RELATED ITEMS-

1) Results of testing building’s water supply system, including backflow prevention, fuel piping (if applicable), mechanical air balance tests, and electrical system tests

2) Fire stopping installation affidavit, various trades and general contractor

3) Civil Engineer, FEMA Flood Plain Compliance (criteria defined in the FEMA Document 44CRF-Part 60), letter/elevation certificate

4) FDEP-Civil Engineer obtain NOT (NPDES) Affiant closing affidavits (when applicable)

5) Special Inspector (Threshold) issues s & s statement to BCA upon completion of project

6) Affiant Inspector (Civil Engineer, Building, Accessibility, Plumbing, Mechanical, and Electrical) issues statement project constructed in compliance of FBC/other applicable codes

7) Provide as-buils to BCA, shop drawings and product approvals

8) GC request Temporary Certificate of Occupancy/Certificate of Occupancy (TCO/CO) in writing