



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 NPDESP 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 (NPDESP) 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-builts to BCA, shop drawings and product approvals
- 8) GC request Temporary Certificate of Occupancy/Certificate of Occupancy (TCO/CO) in writing