


City of North Port
Neighborhood Development Services
4970 City Hall Boulevard
North Port, FL 34286

Phone (941)429-7044 Fax (941) 429-7180 Email: bldginfo@northportfl.gov

NOTICE TO BUILDING OFFICIAL OF USE OF PRIVATE PROVIDER

61G20-2.005-2002-01

RULE 61G20-2.005, F.A.C.

Project Name _____ Parcel ID _____

Job Address _____

Services to be Provided: ___ Plans Review ___ Inspections*

Note: If the fee owner elects to use or authorizes the use of a private to provide plans review, the local building official may, at his or her discretion and subject to duly adopted local policy, require that a private provider be used to perform inspections as well, pursuant to section 553.791(2)(a), Florida Statutes.

I _____ (name), the fee owner/ fee owner contractor affirm I have entered a contract with the

Private Provider indicated below to conduct the services indicated above.

Private Provider Firm: _____ Private Provider: _____

Florida License, Registration or Certificate #: _____

Address: _____ Phone: _____

Email: _____

I have elected to use one or more private providers to provide building code plans review and/or inspections services on the building that is the subject of the enclosed permit application, as authorized by s.553.791, Florida Statutes. I understand that the local building official may not review the plans submitted or perform the required building inspections to determine compliance with the applicable codes, except to the extent specified in said law. Instead, plans review and/or required building inspections will be performed by licensed or certified personnel identified in the application. The law requires minimum insurance requirements for such personnel, but I understand that I may require more insurance to protect my interests. By executing this form, I acknowledge that I have made inquiry regarding the competence of the licensed or certified personnel and the level of their insurance and am satisfied that my interests are adequately protected. I agree to indemnify, defend, and hold harmless the local government, the local building official, and their building code enforcement personnel from any and all claims arising from my use of these licensed or certified personnel to perform building code inspection services with respect to the building that is the subject of the enclosed permit application.

I understand the Building Official retains authority to review plans, make required inspections, and enforce the applicable codes within his or her charge pursuant to the standards established by s. 553.791, Florida Statutes. If I make any changes to the listed private providers or the services to be provided by those private providers, I shall, within 1 business day after any change, or within 2 business days before the next scheduled inspection, update this notice to reflect such changes. The building plans review and/or inspection services provided by the private provider is limited to building code compliance and does not include review for fire code, land use, environmental or other codes.

The following attachments are provided, as required:

1. Qualification statements and/or resumes of the private provider and all dully authorized representatives.
2. A certificate of insurance as required by section 553.791(18), Florida Statutes.

Individual

Corporation

Print name

Print name

Address (line 1)

Representative name

Address (line 2)

Address (line 1)

Telephone Number

Address (line 2)

Email Address

Telephone Number

Signature

Date

Signature

Date

****All applicable inspections on the attached inspection list must be checked and submitted with the permit***

All inspection reports must be submitted to ppinspectionreports@northportfl.gov.

Private Provider Inspections – FPL

Contractor of record requests the inspection from their Private Provider Inspector (PPI)

PPI must submit the inspection results through the FPL portal.

Local Building Department will verify and approve access to the portal allowing the PPI to report the approved inspection.

FPL Portal - <https://partner.fpl.com/inspection.html> For assistance please contact: Briseida - Briseida.Morejon@fpl.com

Written notice (email) must be provided no later than 2pm at least 1 business day prior to each inspection taking place, detailing the date and approximate time the inspection will take place. Upon completion of the inspection, written notice (email) must be provided within 2 business days detailing the results of the inspection. **Include the permit number**, address, and inspection type.

Inspection Type	Code	Required	Comments
Bldg Bar Joist	154	<input type="checkbox"/>	
Bldg Column/Concrete	115	<input type="checkbox"/>	
Bldg Dry In	128	<input type="checkbox"/>	
Bldg Final	199	<input type="checkbox"/>	
Bldg Fire Penetrations	119	<input type="checkbox"/>	
Bldg Fireproofing Application	161	<input type="checkbox"/>	
Bldg Firewall	118	<input type="checkbox"/>	
Bldg Floor Slab	170	<input type="checkbox"/>	
Bldg Footing/Foundation	101	<input type="checkbox"/>	
Bldg Framing	104	<input type="checkbox"/>	
Bldg Grade Beam	141	<input type="checkbox"/>	
Bldg Gypsum Board Screw	144	<input type="checkbox"/>	
Bldg Insulation	106	<input type="checkbox"/>	
Bldg Lath/Siding	179	<input type="checkbox"/>	
Bldg Miscellaneous	157	<input type="checkbox"/>	
Bldg Mono/Slab	126	<input type="checkbox"/>	
Bldg Roof In Progress	148	<input type="checkbox"/>	
Bldg Roof Insulation	117	<input type="checkbox"/>	
Bldg Roof Sheathing	122	<input type="checkbox"/>	
Bldg Soffit	177	<input type="checkbox"/>	
Bldg Sono Tube	112	<input type="checkbox"/>	
Bldg Store Front Final	169	<input type="checkbox"/>	

Bldg Store Front Frame	152	<input type="checkbox"/>	
Bldg Tie Beam/Concrete Beam/Lintel	103	<input type="checkbox"/>	
Bldg Tie Down/ Truss Engineering	127	<input type="checkbox"/>	
Bldg Vertical Cell Reinforcement	114	<input type="checkbox"/>	
Bldg Wall Sheathing	116	<input type="checkbox"/>	
Elec Final	299	<input type="checkbox"/>	
Elec Generator	208	<input type="checkbox"/>	
Elec Low Voltage Final	223	<input type="checkbox"/>	
Elec Low Voltage Rough	293	<input type="checkbox"/>	
Elec New Service/Ok For Power	211	<input type="checkbox"/>	
Elec Pool / Lifesafety Final	216	<input type="checkbox"/>	
Elec Pool Bond Ring	221	<input type="checkbox"/>	
Elec Pool Heater	214	<input type="checkbox"/>	
Elec Rough	201	<input type="checkbox"/>	
Elec Service Change/OK For Power	203	<input type="checkbox"/>	
Elec Sign Final	209	<input type="checkbox"/>	
Elec T Pole/Temp Power/OK For Power	202	<input type="checkbox"/>	
Elec Ufer	207	<input type="checkbox"/>	
Elec Underground Conduit	206	<input type="checkbox"/>	
Fire Final for CO	598	<input type="checkbox"/>	
Fire Hood Duct Insulation	544	<input type="checkbox"/>	
Fire Hood Rough	546	<input type="checkbox"/>	
Fire Penetrations	516	<input type="checkbox"/>	
Fire Smoke Damper		<input type="checkbox"/>	
Gas Final	603	<input type="checkbox"/>	
Gas Generator Final	605	<input type="checkbox"/>	
Gas Medical Final	607	<input type="checkbox"/>	
Gas Medical Rough	606	<input type="checkbox"/>	
Gas Rough/Test	602	<input type="checkbox"/>	
Gas Underground Piping	608	<input type="checkbox"/>	
Gas Water Heater	604	<input type="checkbox"/>	
HVAC Above Ceiling	304	<input type="checkbox"/>	
HVAC Equipment Hood Final	311	<input type="checkbox"/>	
HVAC Equipment Hood Rough	310	<input type="checkbox"/>	
HVAC Final	399	<input type="checkbox"/>	
HVAC Fire Damper	315	<input type="checkbox"/>	
HVAC Miscellaneous	385	<input type="checkbox"/>	
HVAC Refrigeration Final	339	<input type="checkbox"/>	

HVAC Refrigeration Rough	331	<input type="checkbox"/>	
HVAC Rough	301	<input type="checkbox"/>	
HVAC Rough Duct	320	<input type="checkbox"/>	
HVAC Structural Roof Top Curb	303	<input type="checkbox"/>	
HVAC System Change	359	<input type="checkbox"/>	
Plumb 2nd Rough	403	<input type="checkbox"/>	
Plumb Backflow Device	411	<input type="checkbox"/>	
Plumb Drain-Waste-Vent Rough	421	<input type="checkbox"/>	
Plumb Final	499	<input type="checkbox"/>	
Plumb Grease Trap	428	<input type="checkbox"/>	
Plumb Irrigation	423	<input type="checkbox"/>	
Plumb Pool Pressure/Main Drain	430	<input type="checkbox"/>	
Plumb Roof Drain Rough	431	<input type="checkbox"/>	
Plumb Rough Underground	401	<input type="checkbox"/>	
Plumb Septic Hook Up	425	<input type="checkbox"/>	
Plumb Septic To Sewer	406	<input type="checkbox"/>	
Plumb Sewer	404	<input type="checkbox"/>	
Plumb Solar	408	<input type="checkbox"/>	
Plumb Water Heater	405	<input type="checkbox"/>	
Plumb Water Service	402	<input type="checkbox"/>	
Utility Final	498	<input type="checkbox"/>	



PRIVATE PROVIDER AUDIT: PLANS EXAMINATION

Purpose

In accordance with Florida Statute 553.791(1)(b), these procedural guidelines are established for plan review audits for construction projects that utilize a private provider for plan review. The purpose of the plan review audit is to confirm adherence to the Florida Building Codes, Florida Fire Prevention Code, and City of North Port Ordinances.

Scope

Florida Statute 553.791(1)(b) defines “audit” and grants authority for the local code enforcement agency to audit the performance of building code plan review services by private providers operating within the local jurisdiction up to four (4) times a year. However, this timeline does not apply if the condition of a building is an immediate threat to public safety and welfare, necessitating further review of the construction documents.

Procedure

Construction drawings reviewed by a private provider may be subject to an audit in the following circumstances.

1. During a Fire review, in which Fire staff notifies Building Plans Examiners of concerns related to life safety, combustible materials, and/or other fire safety concerns.
2. The property is in a special flood hazard area, necessitating review by the Floodplain Administrator for compliance with the National Flood Insurance Program (NFIP) and local flood ordinance.
3. The city previously performed a Preliminary Plan Review (PPR) and made comments on the proposed plans.
4. The project started as a construction violation for work without permits under a stop work order
5. Project is a threshold building as defined in the Florida Building Code and the applicant has not submitted appropriate threshold documentation.
6. The proposed construction is subject to height restrictions under local ordinance, Federal Aviation Authority, and the applicant has not submitted appropriate documentation.
7. A code interpretation, building official determination, and/or Alternate Materials and Methods Request was made to the building official and subsequently denied.



PRIVATE PROVIDER AUDIT: INSPECTIONS

Purpose

In accordance with Florida Statute 553.791(1)(b), these procedural guidelines are established for inspection audits pertaining to construction projects that utilize inspection services by a private provider. The purpose of inspection audits is to confirm adherence to the Florida Building Codes, Florida Fire Prevention Code, City of North Port Ordinances, and conformity with the approved construction documents.

Scope

Florida Statute 553.791(1)(b) defines the term “audit”. Each local code enforcement agency may audit the performance of building code inspection services by private providers operating within the local jurisdiction up to four (4) times a year, unless the condition of a building poses an immediate threat to public safety and welfare. According to Florida Statute 553.791(1)(b), the following actions do not constitute an audit and shall not be limited: investigation of complaints reported to the Building Official and site visits to ensure private providers are performing required inspections.

Procedure

1. An audit may be performed, as needed, during construction and construction work on the structure may continue, without delay, while the inspection audit is completed.
2. Once a project has been identified as requiring an inspections audit, staff will notify the permit holder.
3. Staff will contact the permit holder and/or their representative to coordinate the required access to the job site. Once on site, staff will begin the audit process.
4. The permit holder and private provider will be notified as soon as practical regarding the audit findings via a completed Audit Report that is uploaded to the record with associated comments added to the inspection summary.
5. If no issues are identified, then the audit process is completed.
6. If discrepancies, omissions, or code violations are identified during the audit, then the parties involved will be notified of the compliance issues requiring correction, along with the associated code references. Any required code compliance corrections and inspections will be the responsibility of the private provider and the permit holder.
7. The private provider shall provide a copy of all subsequent inspection reports. Additionally, if the Certificate of Completion was previously generated by the private provider, it would be nullified, and a valid Certificate of Completion must be provided upon completion of any additional inspections.



8. The private provider or the permit holder will notify staff once any required corrections have been made. Staff will then confirm the corrections for compliance, repeating steps 4 through 6 as outlined above