



**Notice to Building Official of Special Threshold Inspector**

**Please select:** A registered architect, professional engineer or firm licensed in the State of Florida has been retained by \_\_\_\_\_, Owner, to perform special inspector services in accordance with the Boca Raton Code of Ordinances, entitled "Building Regulations" Sections 19-49, 19-119, 19-156, 19-158 or 19-159 for:

Project Name: \_\_\_\_\_ Permit Number: \_\_\_\_\_

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

Threshold Inspector, F.S. 553.79(5) (Special Inspector Number \_\_\_\_\_ Structural Inspector Plan Required)

A Pre-Construction Meeting is required and shall be scheduled prior to the initial placement of materials requiring inspection. Please contact Chief Structural, Gerald Solenski ([Gsolenski@MyBoca.us](mailto:Gsolenski@MyBoca.us)) or Michael DiNorscio ([MDiNorscio@MyBoca.us](mailto:MDiNorscio@MyBoca.us)) to schedule.

The following individual(s) employed by the firm, or me are authorized representatives\* to perform inspections.  
(Use separate sheets if necessary)

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

\*Special Inspectors utilizing authorized representatives to conduct any inspections required by Boca Raton – Building Regulations Section 19-156 (Florida Building Code, Chapter -1, Amended) shall insure authorized representatives are qualified by licensure to perform the duties assigned by the Special Inspector. The qualifications shall include: licensure as a professional engineer, architect or building inspector licensed under F.S. 468 applicable to the scope of work being inspected. All other inspections performed by authorized representatives required by the Florida Building Code; Owner; Designer; Engineer or Architect of record must be performed by qualified personnel. Qualified personnel are individuals who are licensed as a professional engineer, architect, building inspector licensed under F.S. 468 applicable to the scope of work being inspected or a person who can demonstrate qualifications by means of technical education and/or training, that is acceptable to the Building Official. Qualifications, resumes, credentials and/or licenses must be attached to this application for building department review and approval.

- The Special Inspector will notify the Boca Raton Building Official of any changes regarding authorized personnel performing special inspection services.
- The Special Inspector understands that a special inspection log and daily inspection reports for each building must be displayed in a convenient location on the site to be readily available for the Boca Raton Building Inspector.
- All mandatory inspections, as required by Section 19-156, of the Boca Raton Code of Ordinances, must be called-in and scheduled the previous day.
- Special Inspector reports shall be presented to the City Building Inspector at the time of inspection.

The special inspector, upon completion of the building and prior to the issuance of a certificate of occupancy, shall submit to the building inspector at the time of the final inspection the completed inspection log and a signed and sealed statement to the City of Boca Raton – Building Division in substantially the following form: ***"Based on inspections performed and to the best of my knowledge, belief and professional judgement, the above described construction of all structural load-bearing components comply with the Florida Building Code, permitted construction documents, and the shoring and reshoring conforms to the shoring and reshoring plans submitted to the City of Boca Raton – Building Division."***

Engineer/Architect; Print Name \_\_\_\_\_ Address \_\_\_\_\_

Date \_\_\_\_\_ Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Seal  
(Special Inspector)