



**City of West Miami Department of Regulatory and Economic Resources**  
**Building Department**  
 901 S.W. 62<sup>th</sup> Avenue • West Miami, FL 33144  
 (305) 266-4214

**NOTICE TO WEST MIAMI BUILDING OFFICIAL OF EMPLOYMENT AS SPECIAL INSPECTOR UNDER**  
**THE FLORIDA BUILDING CODE**

I (We) have been retained by \_\_\_\_\_ to perform special inspector services under the Florida Building Code at the \_\_\_\_\_ project on the below listed structures as of \_\_\_\_\_ (date). I am a registered architect or professional engineer licensed in the State of Florida.

**PROCESS NUMBERS:** \_\_\_\_\_

- SPECIAL INSPECTOR FOR PILING, FBC 1822.1.20
- SPECIAL INSPECTOR FOR TRUSSES >35' LONG OR 6' HIGH, FBC 2319.17.2.4.2
- SPECIAL INSPECTOR FOR REINFORCED MASONRY, FBC 2122.2.4
- SPECIAL INSPECTOR FOR STEEL CONNECTIONS, FBC 2218.2
- SPECIAL INSPECTOR FOR SOIL COMPACTION, FBC 1820.3.1
- SPECIAL INSPECTOR FOR PRECAST UNITS & ATTACHMENTS, FBC 1927.12  
(For tilt-up walls systems, inspect reinforcement as well)
- SPECIAL INSPECTOR FOR CURTAIN WALL, FBC 2414.7
- SPECIAL INSPECTOR FOR STRUCTURAL GLAZING, FBC 2415.7.2
- SPECIAL INSPECTOR FOR LIGHTWEIGHT INSULATING CONCRETE, FBC 1917.2 (R4405.12.2)
- SPECIAL INSPECTOR FOR \_\_\_\_\_

***Note: Only the marked boxes apply.***

The following individual(s) employed by this firm, or me are authorized representatives to perform inspection \*

1. \_\_\_\_\_ 2. \_\_\_\_\_  
 3. \_\_\_\_\_ 4. \_\_\_\_\_

*\*Special Inspectors utilizing authorized representatives shall insure the authorized representative is qualified by education or licensure to perform the duties assigned by the Special Inspector. The qualifications shall include: licensure as a professional engineer or architect; graduation from an engineering education program in civil or structural engineering; graduation from an architectural education program; successful completion of the NCEES Fundamentals Examination; or registration as building inspector or general contractor.*

I (We) will notify the Miami-Dade County Building Official of any changes regarding authorized personnel performing inspection services.

I (We) understand that a Special Inspector inspection log for each building must be displayed in a convenient location on the site for reference by the Miami-Dade County Building Inspector. All mandatory inspections, as required by the Florida Building Code, must be performed by the County. The County building inspections must be called for on all mandatory inspections. *Inspections performed by the Special Inspector hired by the Owner are in addition to the mandatory inspections performed by the Department.* Further, upon completion of the work under each Building Permit, I will submit to the Building Inspector at the time of final inspection the completed inspection log form and a sealed statement indicating that to the best of my knowledge, belief and professional judgment those portions of the project outlined above meet the intent of the Florida Building Code and are in substantial accordance with the approved plans.

**Engineer/Architect**

**Name** \_\_\_\_\_  
 (PRINT)

**Address** \_\_\_\_\_

**Signed and Sealed**

**Date** \_\_\_\_\_

**Phone No.** \_\_\_\_\_