

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: January 14, 2025

Department: Planning, Zoning and Building	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
Submitted By: Building Division	<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Submitted For: Building Division		

EXECUTIVE BRIEF

Motion and Title: Staff seeking direction: related to Milestone Inspection (MI) enforcement and review of current compliance and options available to the County.

Summary: Following the 2021 Champlain Towers South collapse in Surfside the State of Florida adopted language found in Section 553.899, Florida Statutes, requiring structural inspection and certification of all condominium and cooperative buildings of three (3) stories or more once they reach a certain age. As a result, new provisions were added to the Florida Building Code (FBC), effective December 31, 2023, that mandates "milestone" structural inspections for all condominium and cooperative buildings three (3) stories or more that have reached 30 years of age. Palm Beach County (PBC) adopted these provisions in its Local Amendments to the FBC, Chapter 1, on June 11, 2024. After consulting with the Department of Business and Professional Regulation (DBPR) and PBC records, there are 663 buildings in unincorporated PBC that are subject to the MI rules and regulations. Of those, 553 were required to provide a Phase 1 MI by December 31, 2024. As of January 2, 2025, approximately 124 buildings have not yet complied with this requirement. As such, a final notice letter is being sent to the registered agent of the buildings not in compliance. The Statute offers some guidance on enforcement and what discretion the Building Official and local governing board has for extensions and approach. Therefore, Staff will be updating the Board of County Commissioners (BCC) and providing options for consideration on enforcement. **Unincorporated** (RM)

Background and Policy Issues: According to Section 553.899, Florida Statutes, buildings that 30 years of age before July 1, 2022, were required to have a MI performed by December 31, 2024. If a building reaches or will reach 30 years of age between July 1, 2022, and December 31, 2024, the initial MI must be completed before December 31, 2025. Newer Buildings as they are reaching 30 years will be required to adhere to these requirements. Owners of residential condominiums and cooperatives must also have the MI performed.

Condominium and cooperative associations with buildings three (3) stories or higher were required to submit information to the DBPR Division of Condominiums by January 1, 2023. The state compiled this information and made it available to local enforcement agencies. However, it was evident that this was an incomplete list and some associations had not reported. PBC Staff consulted its resources to attempt to assemble as complete a list as possible of those buildings in unincorporated PBC meeting the eligibility criteria.

Attachments:

- 2024 Supplement to the Florida Building Code Chapter 1 and Chapter 18 Existing Building Volume effective 8/13/2024
- Phase 1 Milestone Inspection form & Phase 2 Milestone Inspection form

Recommended by:	<u>Whitney Carrow</u> <small>Whitney Carrow, Director, Planning, Zoning and Building, Palm Beach County 11/10/2024 11:10:10 AM EST</small>	
	Department Director	Date
Approved By:	<u>Patrick Rutter</u> <small>Patrick Rutter (Jan 2, 2025 11:10:10 EST)</small>	Jan 2, 2025
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	0	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match(County)		0	0	0	0
NET FISCAL IMPACT	0	0	0	0	0
#ADDITIONAL FTE	0	0	0	0	0
POSITIONS (CUMULATIVE)	0	0	0	0	0

Is Item Included in Current Budget? Yes__ No X

Is this item using Federal Funds? Yes__ No X

Is this item using State Funds? Yes__ No X


Budget Account No.: Fund__ Department__ Unit__ Object__

Fund__ Department__ Unit__ Rsc__

B. Recommended Sources of Funds/Summary of Fiscal Impact:


No fiscal impact associated with this agenda at this time.


C. Departmental Fiscal Review:

 _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

 12/23/24
MD 12/23 OFMB CNA 12/23

 12/26/24
Contract Dev. and Control
26 12/23/24

B. Legal Sufficiency:

 12/30/24
Assistant County Attorney

C. Other Department Review:

Department Director

Background and Policy Issues: cont'd from page 1

A MI consists of two phases:

- Phase 1 - This phase involves a visual assessment of the building's structure to identify any signs of substantial structural deterioration. Once Phase 1 is complete, a report is submitted to the local enforcement agency. If no signs of substantial structural deterioration are found, Phase 2 is not required.
- Phase 2 - This phase takes place only if substantial structural deterioration is identified in Phase 1. A Phase 2 inspection may include destructive testing to confirm whether the building is structurally sound and safe. It will also recommend a program for assessing and repairing the damaged parts of the building.

On August 13, 2024 the Florida Building Commission revised the MI provisions, in part based upon legislative changes that occurred in 2023 and 2024, and the work of the Florida Building Commission Existing Buildings Workgroup. The revisions relocated most of the MI language from Chapter 1 (Administration) creating a new Chapter 18 in the Existing Building Volume (Technical) and adding MI forms to be filed with the Authority Having Jurisdiction (AHJ). It should be noted that while both the administrative and technical provisions can be amended locally as long as the amended language is not less stringent than the original language, amendments to the technical provisions require additional justification and are relatively uncommon.

The local enforcement agency (PBC Building Division) is responsible for notifying, with written notice by certified mail, the condominium or cooperative association and any owner of a portion of the building, as outlined in Section 1803 of the FBC. The association must then notify unit owners of the required inspection within 14 days of receiving the notice.

Notices were sent in advance of legislation being passed and then subsequently on July 18, 2023 and February 1, 2024. The latest mailing was sent on December 2, 2024, for 333 buildings that had not submitted or reports with outstanding comments that have not been accepted by the County. All letters are being sent to the Registered Agent addresses and hand delivered in some cases. A letter to notify of non-compliance will be sent to those who have missed the reporting deadline to advise accordingly.

The local enforcement agency may extend the deadline for the initial MI if the owner(s) can demonstrate that they have entered into a contract with an architect or engineer to perform the MI, but it cannot reasonably be completed before the deadline, or if other circumstances justify an extension. The provisions in FBC Chapter 1 and FBC Existing Building Chapter 18 authorize the County to authorize extensions and set penalties for violations.

A board of county commissioners or municipal governing body may:

- Adopt an ordinance requiring that a condominium or cooperative association, as well as any other owners subject to this section, schedule or commence repairs for any substantial structural deterioration within a specified timeframe after the local enforcement agency receives a Phase 2 inspection report. However, such repairs must begin within 365 days of receiving the report. If an owner fails to submit proof to the local enforcement agency that repairs have been scheduled or commenced as identified in a Phase 2 inspection report within the required timeframe, the agency must review and determine whether the building is unsafe for human occupancy.

2024 Supplement 3 to the 8th Edition (2023) Florida Building Code

8th Edition (2023) Florida Building Code – Building

Approved by the Commission – August 13, 2024

Delete section 110.9 and relocate to Chapter 18 of the FBC – Existing Building as follows:

~~110.9 Mandatory structural inspections for condominium and cooperative buildings.~~

~~**110.9.1 General.** The Legislature finds that maintaining the structural integrity of a building throughout the life of the building is of paramount importance in order to ensure that buildings are structurally sound so as to not pose a threat to the public health, safety, or welfare. As such, the Legislature finds that the imposition of a statewide structural inspection program for aging condominium and cooperative buildings in this state is necessary to ensure that such buildings are safe for continued use.~~

~~**110.9.2 As used in this section, the terms:**~~

- ~~(a) “Milestone inspection” means a structural inspection of a building, including an inspection of load bearing elements and the primary structural members and primary structural systems as those terms are defined in s. 627.706, by an architect licensed under chapter 481 or engineer licensed under chapter 471 authorized to practice in this state for the purposes of attesting to the life safety and adequacy of the structural components of the building and, to the extent reasonably possible, determining the general structural condition of the building as it affects the safety of such building, including a determination of any necessary maintenance, repair, or replacement of any structural component of the building. The purpose of such inspection is not to determine if the condition of an existing building is in compliance with the Florida Building Code or the firesafety code. The milestone inspection services may be provided by a team of professionals with an architect or engineer acting as a registered design professional in responsible charge with all work and reports signed and sealed by the appropriate qualified team member.~~
- ~~(b) “Substantial structural deterioration” means substantial structural distress or substantial structural weakness that negatively affects a building’s general structural condition and integrity. The term does not include surface imperfections such as cracks, distortion, sagging, deflections, misalignment, signs of leakage, or peeling of finishes unless the licensed engineer or architect performing the phase one or phase two inspection determines that such surface imperfections are a sign of substantial structural deterioration.~~

~~**110.9.3(a)** An owner or owners of a building that is three stories or more in height as determined by the Florida Building Code and that is subject, in whole or in part, to the condominium or cooperative form of ownership as a residential condominium under chapter 718 or a residential cooperative under chapter 719 must have a milestone inspection performed by December 31 of the year in which the building~~

reaches 30 years of age, based on the date the certificate of occupancy for the building was issued, and every 10 years thereafter. If a building reached 30 years of age before July 1, 2022, the building's initial milestone inspection must be performed before December 31, 2024. If a building reaches 30 years of age on or after July 1, 2022, and before December 31, 2024, the building's initial milestone inspection must be performed before December 31, 2025. If the date of issuance for the certificate of occupancy is not available, the date of issuance of the building's certificate of occupancy shall be the date of occupancy evidenced in any record of the local building official.

~~(b) The local enforcement agency may determine that local circumstances, including environmental conditions such as proximity to salt water as defined in s. 379.101, require that a milestone inspection must be performed by December 31 of the year in which the building reaches 25 years of age, based on the date the certificate of occupancy for the building was issued, and every 10 years thereafter.~~

~~(c) The local enforcement agency may extend the date by which a building's initial milestone inspection must be completed upon a showing of good cause by the owner or owners of the building that the inspection cannot be timely completed if the owner or owners have entered into a contract with an architect or engineer to perform the milestone inspection and the inspection cannot reasonably be completed before the deadline or other circumstance to justify an extension.~~

~~(d) The local enforcement agency may accept an inspection report prepared by a licensed engineer or architect for a structural integrity and condition inspection of a building performed before July 1, 2022, if the inspection and report substantially comply with the requirements of this section. Notwithstanding when such inspection was completed, the condominium or cooperative association must comply with the unit owner notice requirements in Section 110.9.9. The inspection for which an inspection report is accepted by the local enforcement agency under this paragraph is deemed a milestone inspection for the applicable requirements in chapters 718 and 719. If a previous inspection and report is accepted by the local enforcement agency under this paragraph, the deadline for the building's subsequent 10-year milestone inspection is based on the date of the accepted previous inspection.~~

~~110.9.4 The milestone inspection report must be arranged by a condominium or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership. The condominium association or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership are each responsible for ensuring compliance with the requirements of this section. The condominium association or cooperative association is responsible for all costs associated with the milestone inspection attributable to the portions of a building which the association is responsible to maintain under the governing documents of~~

the association. This section does not apply to a single family, two family, or three family dwelling with three or fewer habitable stories above ground.

~~110.9.5~~ Upon determining that a building must have a milestone inspection, the local enforcement agency must provide written notice of such required inspection to the condominium association or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership, as applicable, by certified mail, return receipt requested. The condominium or cooperative association must notify the unit owners of the required milestone inspection within 14 days after receipt of the written notice from the local enforcement agency and provide the date that the milestone inspection must be completed. Such notice may be given by electronic submission to unit owners who consent to receive notice by electronic submission or by posting on the association's website.

~~110.9.6~~ Phase one of the milestone inspection must be completed within 180 days after the owner or owners of the building receive the written notice under Section 110.9.5. For purposes of this section, completion of phase one of the milestone inspection means the licensed engineer or architect who performed the phase one inspection submitted the inspection report by e-mail, United States Postal Service, or commercial delivery service to the local enforcement agency.

~~110.9.7~~ A milestone inspection consists of two phases:

~~110.9.7.1.~~ For phase one of the milestone inspection, a licensed architect or engineer authorized to practice in this state shall perform a visual examination of habitable and nonhabitable areas of a building, including the major structural components of a building, and provide a qualitative assessment of the structural conditions of the building. If the architect or engineer finds no signs of substantial structural deterioration to any building components under visual examination, phase two of the inspection, as provided in Section 110.9.7.2, is not required. An architect or engineer who completes a phase one milestone inspection shall prepare and submit an inspection report pursuant to Section 110.9.8.

~~110.9.7.2~~ A phase two of the milestone inspection must be performed if any substantial structural deterioration is identified during phase one. A phase two inspection may involve destructive or nondestructive testing at the inspector's direction. The inspection may be as extensive or as limited as necessary to fully assess areas of structural distress in order to confirm that the building is structurally sound and safe for its intended use and to recommend a program for fully assessing and repairing distressed and damaged portions of the building. When determining testing locations, the inspector must give preference to locations that are the least disruptive and most easily repairable while still being representative of the structure. If a phase two inspection is required, within 180 days after submitting a phase one inspection report the architect or engineer performing the phase two inspection must submit a phase two progress report to the local enforcement agency with a timeline for

completion of the phase two inspection. An inspector who completes a phase two milestone inspection shall prepare and submit an inspection report pursuant to subsection 110.9.8.

~~110.9.9~~ Upon completion of a phase one or phase two milestone inspection, the architect or engineer who performed the inspection must submit a sealed copy of the inspection report with a separate summary of, at minimum, the material findings and recommendations in the inspection report to the condominium association or cooperative association, to any other owner of any portion of the building which is not subject to the condominium or cooperative form of ownership, and to the building official of the local government which has jurisdiction. The inspection report must, at a minimum, meet all of the following criteria:

- ~~(a)~~ Bear the seal and signature, or the electronic signature, of the licensed engineer or architect who performed the inspection.
- ~~(b)~~ Indicate the manner and type of inspection forming the basis for the inspection report.
- ~~(c)~~ Identify any substantial structural deterioration, within a reasonable professional probability based on the scope of the inspection, describe the extent of such deterioration, and identify any recommended repairs for such deterioration.
- ~~(d)~~ State whether unsafe or dangerous conditions, as those terms are defined in the Florida Building Code, were observed.
- ~~(e)~~ Recommend any remedial or preventive repair for any items that are damaged but are not substantial structural deterioration.
- ~~(f)~~ Identify and describe any items requiring further inspection.

~~110.9.9~~ Within 45 days after receiving the applicable inspection report, the condominium or cooperative association must distribute a copy of the inspector prepared summary of the inspection report to each condominium unit owner or cooperative unit owner, regardless of the findings or recommendations in the report, by United States mail or personal delivery at the mailing address, property address, or any other address of the owner provided to fulfill the association's notice requirements under chapter 718 or chapter 719, as applicable, and by electronic transmission to the e-mail address or facsimile number provided to fulfill the association's notice requirements to unit owners who previously consented to receive notice by electronic transmission; must post a copy of the inspector prepared summary in a conspicuous place on the condominium or cooperative property; and must publish the full report and inspector prepared summary on the association's website, if the association is required to have a website.

~~110.9.10~~ A local enforcement agency may prescribe timelines and penalties with respect to compliance with this section.

~~110.9.11~~ A board of county commissioners or municipal governing body may adopt an ordinance requiring that a condominium or cooperative association and any other

~~owner that is subject to this section schedule or commence repairs for substantial structural deterioration within a specified timeframe after the local enforcement agency receives a phase two inspection report; however, such repairs must be commenced within 365 days after receiving such report. If an owner of the building fails to submit proof to the local enforcement agency that repairs have been scheduled or have commenced for substantial structural deterioration identified in a phase two inspection report within the required timeframe, the local enforcement agency must review and determine if the building is unsafe for human occupancy.~~

8th Edition (2023) Florida Building Code – Existing Building

CHAPTER 1 SCOPE AND ADMINISTRATION

Delete section 101.9 without substitution.

~~101.9 Mandatory structural inspections for condominium and cooperative buildings.~~

~~101.9.1 Refer to Section 110.9 of the Florida Building Code, Building.~~

Revise section 101.2 to read as follows:

101.2 Scope. The provisions of the *Florida Building Code, Existing Building* shall apply to the *repair, alternation, change of occupancy, addition* to and the relocation of *existing buildings*. The provisions of the *Florida Building Code, Existing Building* shall also apply to existing buildings that are subject to *Milestone Inspections*, as defined in Chapter 2 and as required in Chapter 18.

Exception: For the purpose of public educational facilities and state licensed facilities, see Chapter 4, Special Occupancy, of the *Florida Building Code, Building*.

Revise section 101.4 to read as follows:

101.4 Applicability.

This code shall apply to the *repair, alteration, change of occupancy, addition* and relocation of *existing buildings*, regardless of occupancy, subject to the criteria of Sections 101.4.1 and 101.4.2. This code shall also apply to existing buildings that are subject to *Milestone Inspections*, as defined in Chapter 2 and as required in Chapter 18.

101.4.1 Buildings not previously occupied.

A building or portion of a building that has not been previously occupied or used for its intended purpose in accordance with the laws in existence at the time of its completion shall be permitted to comply with the provisions of the laws in existence at the time of its original permit unless such permit has expired. Subsequent permits shall comply with the Florida Building Code, Building or Florida Building Code, Residential, as applicable, for new construction.

No change to the remaining text.

101.4.2 Buildings previously occupied.

The legal occupancy of any building existing on the date of adoption of this code shall be permitted to continue without change, except as is specifically covered in this code, the Florida Fire Prevention Code, or as is deemed necessary by the *code official* for the general safety and welfare of the occupants and the public.

Revise section 113 to read as follows:

SECTION 113 VIOLATIONS

Reserved

113.1 Application. The application of this section is limited in scope to buildings that are required to comply with the requirements of Chapter 18.

113.2 Unlawful acts. It shall be unlawful for any person, firm or corporation to *repair*, alter, extend, add, move, remove, demolish or change the occupancy of any building or equipment regulated by this code or cause same to be done in conflict with or in violation of any of the provisions of this code.

113.3 Notice of violation. The *code official* is authorized to serve a notice of violation or order on the person responsible for the *repair, alteration, extension, addition, moving, removal, demolition* or change in the occupancy of a building in violation of the provisions of this code or in violation of a permit or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

113.4 Prosecution of violation. If the notice of violation is not complied with promptly, the *code official* is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

113.5 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who *repairs* or alters or changes the occupancy of a building or structure in violation of the approved construction documents or directive of the *code official* or of a permit or certificate issued under the provisions of this code shall be subject to penalties as prescribed by law.

113.6 Failure to Timely Submit the Milestone Inspection Report. If an owner or association of a building or structure fails to timely submit the milestone inspection report to the Building Official or seek an extension request, the Building Official shall elect the choice of either a Special Magistrate or Code Enforcement Board as set forth under Florida Statutes, Section 162, et al., to conduct a hearing to address such failure. In the event an owner fails to comply with the repair and/or modification requirements as determined from the milestone inspection report as set forth

herein, the structure may be deemed to be unsafe and unfit for occupation. Such findings shall be reviewed by the building official and shall be sent to the Special Magistrate, Code Enforcement Board, or Unsafe Structures Board, as appropriate.

113.7 Revocation. The building official may revoke, at any time, or refuse to accept a milestone inspection report if the building official determines that the written inspection report contains any misrepresentation of the actual conditions of the building or structure.

SECTION 115 UNSAFE BUILDINGS AND EQUIPMENT

RESERVED

115.1 Application. The application of this section is limited in scope to buildings that are required to comply with the requirements of Chapter 18.

115.2 Unsafe conditions. Buildings that are or hereafter become *unsafe*, insanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an *unsafe* condition. *Unsafe* buildings shall be taken down and removed or made safe as the *code official* deems necessary and as provided for in this code. A vacant building that is not secured against unauthorized entry shall be deemed *unsafe*.—If an owner of the building fails to submit proof to the local enforcement agency that repairs have been scheduled or have commenced for substantial structural deterioration identified in a phase two milestone inspection report within the required timeframe, the local enforcement agency must review and determine if the building is unsafe for human occupancy.

115.3 Record. The *code official* shall cause a report to be filed on an *unsafe* condition. The report shall state the occupancy of the structure and the nature of the *unsafe* condition.

115.4 Notice. If an *unsafe* condition is found, the *code official* shall serve on the owner of the building or the owner's authorized agent a written notice that describes the condition deemed *unsafe* and specifies the required *repairs* or improvements to be made to abate the *unsafe* condition, or that requires the *unsafe* building to be demolished within a stipulated time. Such notice shall require the person thus notified to declare immediately to the *code official* acceptance or rejection of the terms of the order.

115.5 Method of service. Such notice shall be deemed properly served where a copy thereof is served in accordance with one of the following methods:

1. A copy is delivered to the owner or the owner's authorized agent personally.
2. A copy is sent by certified or registered mail addressed to the owner at the last known address with the return receipt requested.
3. A copy is delivered in any other manner as prescribed by local law.

If the certified or registered letter is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

Service of such notice in the foregoing manner on the owner's authorized agent shall constitute service of notice on the owner.

115.6 Restoration or abatement. The building determined to be *unsafe* by the *code official* is permitted to be restored to a safe condition. The owner, the owner's authorized agent, of a building deemed *unsafe* by the *code official* shall abate or cause to be abated or corrected such *unsafe conditions* either by *repair*, rehabilitation, demolition or other *approved* corrective action. To the extent that *repairs, alterations or additions* are made, or a *change of occupancy* occurs during the restoration of the structure, such *repairs, alterations, additions or change of occupancy* shall comply with the requirements of this code.

CHAPTER 2 DEFINITIONS

Revise Section 202 to add the following definitions:

Major Structural Component. Means a building's load-bearing elements, primary structural members, and primary structural systems.

Milestone Inspection. Means a structural inspection of a building, including an inspection of load-bearing elements and the primary structural members and primary structural systems as those terms are defined in *s. 627.706, Florida Statutes*, by an architect licensed under *Chapter 481, Florida Statutes* or engineer licensed under *Chapter 471, Florida Statutes*, authorized to practice in this state for the purposes of attesting to the life safety and adequacy of the structural components of the building and, to the extent reasonably possible, determining the general structural condition of the building as it affects the safety of such building, including a determination of any necessary maintenance, repair, or replacement of any structural component of the building. The purpose of such inspection is not to determine if the condition of an existing building is in compliance with the Florida Building Code or the firesafety code. The milestone inspection services may be provided by a team of professionals with an architect or engineer acting as a registered design professional in responsible charge with all work and reports signed and sealed by the appropriate qualified team member.

Primary Structural Member. Means a structural element designed to provide support and stability for the vertical or lateral loads of the overall structure.

Primary Structural System. Means an assemblage of primary structural members.

Substantial Structural Deterioration. Means a condition that negatively affects a building's structural condition and integrity or a major structural component whose condition meets the definition of Dangerous. The term does not include surface imperfections such as cracks, distortion, sagging, deflections, misalignment, signs of leakage, or peeling of finishes unless the licensed engineer or architect performing the phase one or phase two inspection determines that such surface imperfections are a sign of substantial structural deterioration.

Add Chapter 18 to read as follows:

Chapter 18

Minimum Requirements for the Mandatory Milestone Inspections

SECTION 1801

Section 1801. Mandatory Structural Inspections for Condominium and Cooperative Buildings.

1801.1 General. Maintaining the structural integrity of a building throughout the life of the building is of paramount importance in order to ensure that buildings are structurally sound so as to not pose a threat to the public health, safety, or welfare. The Legislature has found that the imposition of a statewide structural inspection program for aging condominium and cooperative buildings in this state is necessary to ensure that such buildings are safe for continued use.

1801.2 Scope. An owner or owners of a building that is three stories or more in height as determined by the Florida Building Code and that is subject, in whole or in part, to the condominium or cooperative form of ownership as a residential condominium under chapter 718 or a residential cooperative under chapter 719 must have a milestone inspection performed.

Exception:

This section does not apply to a single-family, two-family, or three-family or four-family dwelling with three or fewer habitable stories above ground.

SECTION 1802

Milestone Inspection Timeframe and Frequency

1802.1 Applicable buildings shall have a milestone inspection as follows:

- A. By December 31 of the year in which the building reaches 30 years of age, based on the date the certificate of occupancy for the building was issued, and every 10 years thereafter. If a building reached 30 years of age before July 1, 2022, the building's initial milestone inspection must be performed before December 31, 2024.
- B. If a building reaches 30 years of age on or after July 1, 2022, and before December 31, 2024, the building's initial milestone inspection must be performed before December 31, 2025.
- C. If the date of issuance for the certificate of occupancy is not available, the date of issuance of the building's certificate of occupancy shall be the date of occupancy evidenced in any record of the local building official.

Exceptions:

1. The local enforcement agency may determine that local circumstances, including environmental conditions such as proximity to salt water as defined in s. 379.101, Florida Statutes, require that a milestone inspection must be performed by December 31 of the year in which the building reaches 25 years of age, based on the date the certificate of occupancy for the building was issued, and every 10 years thereafter. If needed, the local enforcement agency must adopt such local circumstances by ordinance.
2. The local enforcement agency may extend the date by which a building's initial milestone inspection must be completed upon a showing of good cause by the owner or owners of the building that the inspection cannot be timely completed if the owner or owners have entered into a contract with an architect or engineer to perform the milestone inspection, the inspection cannot reasonably be completed before the deadline or other circumstance to justify an extension, and there is no evidence that the building is unsafe, substantial structural deterioration exists, or potentially dangerous conditions exist as certified by the architect or engineer responsible for the milestone inspection.
3. The local enforcement agency may accept an inspection report prepared by a licensed engineer or architect for a structural integrity and condition inspection of a building performed before July 1, 2022, if the inspection and report substantially comply with the requirements of this section. The inspection for which an inspection report is accepted by the local enforcement agency under this paragraph is deemed a milestone inspection for the applicable requirements in Chapters 718 and 719, Florida Statutes. If a previous inspection and report is accepted by the local enforcement agency under this paragraph, the deadline for the building's subsequent 10-year milestone inspection is based on the date of the accepted previous inspection.

1802.2 If an owner or owners of a building that is subject to a milestone inspection, fails to ensure a Phase 1 or Phase 2 milestone inspection is completed in accordance with Chapter 18, the Building Official may file a complaint with the Department of Business and Professional Regulation Division of Condominiums, Timeshares, and Mobile Homes documenting such failure.

SECTION 1803

Notice For Compliance

1803.1 Upon determining that a building must have a milestone inspection, the local enforcement agency must provide written notice of such required inspection to the condominium association or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership, as applicable, by certified mail, return receipt requested.

SECTION 1804

Milestone Inspection Phases and Completion Date

1804.1 A milestone inspection consists of two phases:

1804.1.1 Phase One. For phase one of the milestone inspection, a licensed architect or engineer authorized to practice in this state shall perform a visual examination of habitable and nonhabitable areas of a building, including the major structural components of a building, and provide a qualitative assessment of the structural conditions of the building. If the architect or engineer finds no signs of substantial structural deterioration to any building components under visual examination, phase two of the inspection, as provided in Section 1804.1.2, is not required. An architect or engineer who completes a phase one milestone inspection shall prepare and submit an inspection report pursuant to Section 1806.1. If the architect or engineer finds that unpermitted work was performed to the structural components of the building, they shall notify the building official of such work.

1804.1.1.1 Completion Timeline for Phase One. Phase one of the milestone inspection must be completed within 180 days after the owner or owners of the building receive the written notice under Section 1803. For purposes of this section, completion of phase one of the milestone inspection means the licensed architect or engineer responsible for the phase one inspection submitted the inspection report by e-mail, United States Postal Service, or commercial delivery service to the local enforcement agency.

1804.1.2 Phase Two. A phase two milestone inspection must be performed if any substantial structural deterioration is identified during phase one. A phase two inspection may involve destructive or nondestructive testing at the inspector's direction. The inspection may be as extensive or as limited as necessary to fully assess areas of structural distress in order to confirm that the building is structurally sound and safe for its intended use and to recommend a program for fully assessing and repairing distressed and damaged portions of the building. When determining testing locations, the inspector must give preference to locations that are the least disruptive and most easily repairable while still being representative of the structure. However, such preference shall not supersede the inspector's professional judgement as to determining locations for destructive and nondestructive testing that are necessary, in the sole opinion of the inspector, to assess if the building is structurally sound and safe.

1804.1.2.1 Completion Timeline for Phase Two. If a phase two inspection is required, within 180 days after submitting a phase one inspection report the architect or engineer responsible for the phase two inspection must submit a phase two inspection report to the local enforcement agency or progress report with a timeline for completion of the phase two inspection. The architect or engineer responsible for a phase two milestone inspection shall prepare and submit an inspection report pursuant to subsection 1806.1.

1804.2 Duty to Report. Any registered design professional who performs an inspection of an existing building or structure subject to milestone inspection has a duty to report to the owner, association, the local fire chief, and the building official any findings that, if left unaddressed, would endanger life or property, and shall inform the appropriate parties no later than ten (10) days after making such findings. However, if such professional finds that there are conditions in the building or structure meeting the definition of *Dangerous*, such professional shall report such

conditions immediately to the building owner or association, the local fire chief, and to the building official within twenty-four (24) hours of the time of discovery. The registered design professional shall also render an opinion if the building or portions of the building need to be vacated and the timeframe for such vacation to occur. In addition to assessing any fines or penalties provided by the jurisdiction, the Building Official may report any violations of this provision to the appropriate licensing agency, regulatory board, and professional organization of such engineer or architect.

SECTION 1805

Milestone Inspection Responsibility

1805.1 The milestone inspection report must be obtained by a condominium or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership. The condominium association or cooperative association and any owner of any portion of the building which is not subject to the condominium or cooperative form of ownership are each responsible for ensuring compliance with the requirements of this section. The condominium association or cooperative association is responsible for all costs associated with the milestone inspection attributable to the portions of a building which the association is responsible to maintain under the governing documents of the association.

SECTION 1806

Milestone Inspection Reporting

1806.1 Minimum Criteria. Upon completion of a phase one or phase two milestone inspection, the architect or engineer responsible for the inspection must submit a sealed copy of the inspection report with a separate summary of, at minimum, the material findings and recommendations in the inspection report to the condominium association or cooperative association, to any other owner of any portion of the building which is not subject to the condominium or cooperative form of ownership, and to the building official of the local government which has jurisdiction. The inspection report must, at a minimum, meet all of the following criteria:

- (a) Bear the seal and signature, or the electronic signature, of the licensed engineer or architect responsible for the inspection.
- (b) Indicate the manner and type of inspection forming the basis for the inspection report.
- (c) Identify any substantial structural deterioration, within a reasonable professional probability based on the scope of the inspection, describe the extent of such deterioration, and identify any recommended repairs for such deterioration.
- (d) State whether unsafe or dangerous conditions, as those terms are defined in the Florida Building Code, were observed.
- (e) Recommend any remedial or preventive repair for any items that are damaged but are not substantial structural deterioration.

(f) Identify and describe any items requiring further inspection.

SECTION 1807

Milestone Inspection Report Form

1807.1 The Milestone Inspection Report Form (Appendix D) shall serve as minimum inspection compliance for Phase One and Phase Two milestone inspection requirements.

SECTION 1808

Local Enforcement Agency Action on Milestone Inspection Results

1808.1 Enforcement. A local enforcement agency may prescribe timelines and penalties with respect to compliance with this section.

1808.2 Repair. A board of county commissioners or municipal governing body may adopt an ordinance requiring that a condominium or cooperative association and any other owner that is subject to this section schedule or commence repairs for substantial structural deterioration within a specified timeframe after the local enforcement agency receives a phase two inspection report; however, such repairs must be commenced within 365 days after receiving such report.

1808.3 Required Repairs or Modifications:

- 1.** In the event that repairs or modifications are found to be necessary as a result of the milestone inspection, the building owner shall have a total of 180 days from the date of the milestone inspection report, unless otherwise permitted by the Building Official, in which to complete required repairs and correct the structural deficiencies. All applicable requirements of this code shall be followed with all applicable permits obtained. If an owner or association fails to submit proof to the local enforcement agency that repairs have been scheduled or have commenced for substantial structural deterioration identified in the inspection report within the required timeframe, the structure may be deemed to be unsafe and unfit for occupation. Such findings shall be reviewed by the Building Official and shall be sent to the Special Magistrate, Code Enforcement Board, or Unsafe Structures Board, as appropriate. Such finding may also be reported as a complaint to the Department of Business and Professional Regulation Division of Condominiums, Timeshares, and Mobile Homes.
- 2.** Once a permit is obtained for all necessary repairs or modifications from the local building department, which has jurisdiction, the *Florida Building Code* shall govern time restraints for such permits, or in accordance with a more restrictive timeframe as directed by the design professional.
- 3.** For corrective action of deficiencies that cannot be commenced within 180 days, the time frame may be extended an additional 185 days not to exceed a total of 365 days when a time frame is specified by the architect or engineer responsible for the milestone inspection or the Architect or Engineer of Record for the repairs and approved by the Building Official. Such

extensions shall be contingent on maintaining an active building permit as specified in Section 105.3.2 of the *Florida Building Code, Building*.

4. The building official may issue an extension of not more than 60 days to submit a milestone inspection report or to obtain any necessary permits upon a written extension request from the architect or engineer responsible for the milestone inspection. Such request shall contain a signed and sealed statement from the architect or engineer responsible for the milestone inspection that the building may continue to be occupied while undergoing the milestone inspection.
5. Once all required repairs have been completed, the architect or engineer responsible for the milestone inspection and the report shall re-inspect the areas noted on the original report and shall provide the building owner, association, and building official an amended report with a signed and sealed letter stating that all of the required repairs and corrections have been completed and that the building or structure is acceptable for continued use under the present occupancy. The building owner or the architect or engineer responsible for the milestone inspection shall submit that letter to the building official.

1808.4 Record Maintenance: Milestone inspection records must be retained by the authority having jurisdiction for the life of the building.

MILESTONE INSPECTION REPORT FORMS - STRUCTURAL BSIP INSPECTION FORM

Form EB18 – 2024

MILESTONE INSPECTION REPORT FORM PHASE 1**TABLE OF CONTENTS - Click on the subject or page number to advance to each section**

Licensed Design Professional 1 Certification	Page 2
Licensed Design Professional 2 Certification	Page 3
1. Description of Structure	Page 4
2. Present Condition of Structure	Page 5
3. Inspections	Page 7
4. Supporting Data Attached	Page 7
5. Foundation	Page 8
6. Masonry Bearing Wall	Page 9
7. Floor and Roof System	Page 11
8. Steel Framing System	Page 16
9. Concrete Framing System	Page 17
10. Windows, Storefronts, Curtainwalls, and Exterior Doors	Page 19
11. Wood Framing	Page 21
12. Building Façade Inspection	Page 23
13. Special or Unusual Features in the Building	Page 23
14. Deterioration	Page 23
15. Unsafe Conditions	Page 24
16. Safe Occupancy Determination	Page 24
17. Summary of Findings	Page 25
18. Review of Existing Documents and Permit Records	Page 25
19. Definition of Terms	Page 26

MILESTONE INSPECTION REPORT FORMS - STRUCTURAL BSIP INSPECTION FORM

Form EB18 – 2024

MILESTONE INSPECTION REPORT FORM

PHASE 1 Milestone Inspection

Initial Phase 1 Inspection Report Amended Phase 1 Inspection Report as required after completion of any repairs.

Note: All Required Fields Appear in Red

Licensed Engineer(s) or Architect(s) Responsible for the Milestone Inspection

Inspection Firm Name (if applicable):

Inspection Engineer/Architect Name and License Number:

Address:

Telephone Number:

Assuming Responsibility for: All Portion - If Portion please list:

Inspection Commenced Date: Inspection Completed Date:

Additional Inspection Firm Name (if applicable):

Additional Inspection Engineer/Architect Name:

Address:

Telephone Number:

Assuming responsibility for: All Portion - If portion please list:

Inspection Commenced Date: Inspection Completed Date:

NOTE: Add pages as required to list all additional design professionals assuming responsibility for the Milestone Inspection or portions thereof. Each Design Professional must sign and seal their portion of the work in accordance with Florida Statutes.

Please check all that apply:

Substantial Structural Deterioration Observed; Phase 2 inspection is required

Reason to Believe a Dangerous Inaccessible Condition of Major Structural Component; Phase 2 inspection is required to complete Milestone Inspection of Inaccessible Conditions

Dangerous Condition Observed; Structural Evaluation is required; A Phase 2 Inspection is required

*A condition exists that the Milestone Inspector determines would need a Phase 2 Inspection or structural evaluation of the specific item identified or area in order to determine whether a dangerous condition exists.

Immediate Dangerous Condition Observed; Notify Building and Fire Official; Structural Evaluation May be required, possible Shoring and a Phase 2 inspection is required

Maintenance Needed but does not raise to the level of Substantial Deterioration or Dangerous. Phase 1 Inspection Passes

Passed Phase 1 Inspections

Licensed Design
Professional:

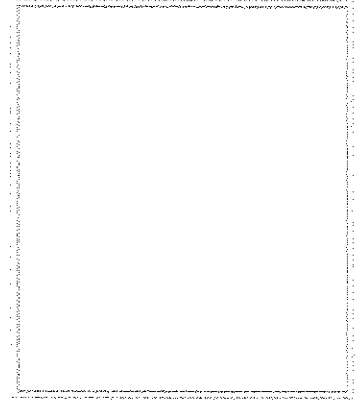
Engineer

Architect

Name:

License

Number:



Seal

Click the button below to check if all required fields are completed.

If they are not, you will be told which fields must be completed.

If they are, the signature box below will unlock, allowing you to sign and lock the form.

Check Required Fields

I am qualified to practice in the discipline in which I am hereby signing,

Signature:

Date

This report has been based upon the minimum milestone inspection requirements as listed in *Chapter 18 of the Florida Building Code, Existing Building*. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the structure, based upon careful evaluation of observed conditions, to the extent reasonably possible.

See: General Considerations & Guideline

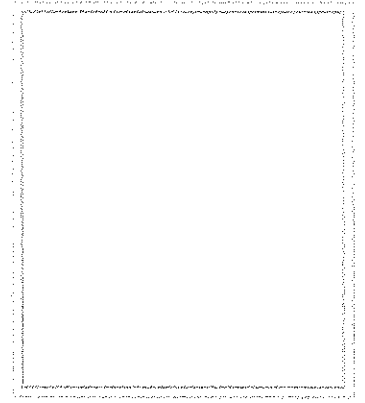
Supporting Data Attached:

Add Attachments

Licensed Design
Professional:

Engineer

Architect



Seal

Name: _____

License
Number: _____

Click the button below to check if all required fields are completed.
If they are not, you will be told which fields must be completed.
If they are, the signature box below will unlock, allowing you to sign and lock the form.

Check Required Fields

I am qualified to practice in the discipline in which I am hereby signing,

Signature: _____ Date _____

This report has been based upon the minimum milestone inspection requirements as listed in *Chapter 18 of the Florida Building Code, Existing Building*. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the structure, based upon careful evaluation of observed conditions, to the extent reasonably possible.

See: General Considerations & Guideline

Supporting Data Attached:

Add Attachments

1. DESCRIPTION OF STRUCTURE	Add Attachments	▲
a. Name on Title:		
b. Street Address:		
c. Legal Description:		
d. Owner's Name:		
e. Owner's Mailing Address:		
f. Email Address:	Contact Number:	
g. Folio Number of Property on Which Building is Located:		
h. Building Code Occupancy Classification:		
i. Present Use:		
j. General Description:	Type of Construction:	
k. Square Footage: 1. Total Building Area: 2. Building Footprint Area:	Number of Stories:	
l. Name of the Condo or Coop Entity:		
m. Special Features:		
n. Describe any Additions to Original Structure:		
o. Approximate Distance to the Coast and Method Used to Determine Distance:		

2. PRESENT CONDITION OF STRUCTURE

Add Attachments



a. General Alignment (Note: **i** Good, Fair, Poor, Significant - Explain if significant):

1. Bulging:	<input type="radio"/> Good	<input type="radio"/> Fair	<input type="radio"/> Poor	<input type="radio"/> Significant
2. Settlement:	<input type="radio"/> Good	<input type="radio"/> Fair	<input type="radio"/> Poor	<input type="radio"/> Significant
3. Deflections:	<input type="radio"/> Good	<input type="radio"/> Fair	<input type="radio"/> Poor	<input type="radio"/> Significant
4. Expansion:	<input type="radio"/> Good	<input type="radio"/> Fair	<input type="radio"/> Poor	<input type="radio"/> Significant
5. Contraction:	<input type="radio"/> Good	<input type="radio"/> Fair	<input type="radio"/> Poor	<input type="radio"/> Significant

b. Portion Showing Distress (Note: Beams, Columns, Structural Walls, Floor, Roofs, Other):

[2. PRESENT CONDITION OF STRUCTURE CONTINUED]

c. Surface Conditions – Describe general conditions of finishes, noting cracking, spalling, peeling, signs of moisture penetration and strains:

d. Cracks – Note location in significant members. Identify crack size as HAIRLINE if Barely Discernible; FINE if less than 1 mm in width; MEDIUM if Between 1mm and 2 mm in Width; WIDE if Over 2mm

Location: Hairline Fine Medium Wide

e. General Extent of Deterioration – Cracking or Spalling Concrete or Masonry, Oxidation of Metals; Rot or Borer Attack in Wood:

f. Note Previous Patching or Repairs:

g. Nature of Present Loading Indicate Residential, Commercial, Other Estimate Magnitude:

h. Are there any other significant observations? Yes No
If Yes, Describe:

3. INSPECTIONS

Add Attachments



a. Date of Notice of Required Inspection: _____

b. Date(s) of Actual Inspection: _____

c. Name and Qualifications of the Individual Preparing Report:

d. Description of Laboratory or Other Formal Testing, If Required, Rather than Manual or Visual Procedures:

e. Has the property record been researched for any current code violations or unsafe structure cases?

Yes No

Explanation/Comments:

4. SUPPORTING DATA ATTACHED

Add Attachments

Check if attached:

a. Sheets of written data: Yes No

b. Photographs: Yes No

c. Drawings or sketches: Yes No

d. Test reports: Yes No

5. FOUNDATION



a. Describe Building Foundation:


b. Is Wood in Contact or Near Soil? Yes No N/A, Explain Below

c. Signs of Differential Settlement? Yes No
If Yes, Explain:

d. Describe Any Cracks, Separation, or Other Signs in the Walls, Column or Beams that Signal Differential Settlement:

e. Is water drained away from the foundation?
If No, Explain: Yes No

f. Is there additional Sub-Soil Investigation required? Yes No
If Yes, Describe:

6. MASONRY BEARING WALL – Indicate Good, Fair, Poor, or Significant on Appropriate Lines
(Definitions for assessments can be found in section 19) 

Does this building have Masonry Bearing Walls? If yes, continue on. If no, skip to Section 7.

(Note: Good, Fair, Poor, Significant) Yes No

a. Concrete Masonry Units:

Good Fair Poor Significant N/A

b. Clay Tile or Cotta Units:

Good Fair Poor Significant N/A

c. Reinforced concrete tie Columns:

Good Fair Poor Significant N/A

d. Reinforced Concrete Tie Beams:

Good Fair Poor Significant N/A

e. Lintel:

Good Fair Poor Significant N/A

f. Other Type Bond Beams:

Good Fair Poor Significant N/A

g. Masonry Finishes – Exterior:

1. Stucco:

Good Fair Poor Significant N/A

2. Veneer:

Good Fair Poor Significant N/A

3. Paint Only:

Good Fair Poor Significant N/A

4. Other:

Good Fair Poor Significant N/A

Explain:

h. Cracks – Note Beams, Columns, or Others, Including Locations (Description):

[6. MASONRY BEARING WALL CONTINUED]

i. Spalling – In Beams, Columns, or Others, Including Locations (Description):

j. Rebar Corrosion – Check Appropriate Line:

1. None Visible
2. Minor – Patching will suffice
3. Significant – Patching will suffice
4. Significant – Structural repairs required

Describe:

k. Were samples chipped out for examination in spalled areas?

1. No
2. Yes – Describe color, texture, aggregate, general quality:

7. FLOOR AND ROOF SYSTEM

(Note: ① Good, Fair, Poor, Significant)

Add Attachments



a. Roof:

1) Roof Pitch

Flat

Pitched

2) Roof Structural Framing

Wood

Steel

Concrete

Unknown

Other

If Other, Describe:

3) Roof Structural Framing Condition:

Good Fair Poor Significant

4) Roof Deck Material

Concrete

Bare steel deck

Wood

Other

Structural concrete on steel deck

Non-structural / insulating concrete on steel deck

Describe:

5) Roof Cladding Type

Tile

Single ply (Membrane)

Asphalt shingles

Metal

Built-up roofing (BUR)

Other

Describe:

[7. FLOOR AND ROOF SYSTEM CONTINUED]

(Note: Good, Fair, Poor, Significant)

6) Roof Covering Condition

Good Fair Poor Significant

7) Note Water Tanks, Cooling Towers, Air Conditioning Equipment, Signs, Other Heavy Equipment and Condition of Support:

8) Note Types of Drains, Scuppers, and Condition:

9) Describe Parapet Construction and Current Condition:

10) Describe Mansard Construction and Current Condition:

Good Fair Poor Significant N/A

11) Describe Any Roofing Framing Member with Obvious Overloading, Overstress, Deterioration, or Excessive Deflection:

12) Note Any Expansion Joint and Condition:

Good Fair Poor Significant

b. Floor System(s):

1. Describe (Type of System Framing, Material, Spans, Condition, Balconies):

Condition:

Good Fair Poor Significant

2. Balcony Structural System

- Edge and Building Face
- Supported Cantilever
- No Balcony

(If no balcony skip to number 7, Stairs and Elevators)

3. Balcony Exposure (if structure is on the coast)

- Ocean facing
- Non-ocean facing

4. Balcony Construction

- Concrete
- Steel framing with concrete topping
- Wood
- Other (define in narrative)

5. Balcony Condition Rating

- Good
- Fair (e.g., minor cracking, minor rebar corrosion -- patching will suffice)
- Poor (e.g., significant cracking, rebar corrosion requiring repairs)
- Significant

6. Balcony Condition Description (e.g., Spalling, Cracking, Rebar Corrosion)

7. Stairs and Elevators – Indicate location, framing system, material, and condition:

8. Ramps – Indicate location, framing system, material, and condition:

9. Guardrails – Indicate type, location, and material

(If no Guardrail, skip to "c. Inspection")

- Wood Stainless Steel Glass None
 Metal Ungalvanized Steel CMU Kneewall
 Aluminum Concrete Kneewall Other _____

Describe any details:

10. Guard Condition (define ratings depending on guard system)

- Good Fair Poor Significant, Describe:

c. **Inspection** – Note exposed areas available for inspection, and where it was found necessary to open ceilings, etc. for inspection of typical framing members:

8. STEEL FRAMING SYSTEM

Add Attachments



Steel Framing System Exists: Yes No (If no Steel Framing System, skip to section 9)

a. Full Description of System:

b. Exposed Steel – Describe condition of paint and degree of corrosion:

c. Steel Connections – Describe type and condition:

d. Concrete or Other Fireproofing – Describe any cracking or spalling and note where any covering was removed for inspection:

e. Identify any steel framing member with obvious overloading, overstress, deterioration or excessive deflection (provide location(s)):

f. Elevator Sheave Beams, Connections, and Machine Floor Beams – Note Column:

9. CONCRETE FRAMING SYSTEM

Add Attachments



Concrete Framing System Exists: Yes No (If no Concrete Framing System, skip to section 10)

a. Full Description of Structural System:

b. Cracking:

1. Significant Not Significant

2. Description of members affected location and type of cracking:

c. General Condition Description:

d. Rebar Corrosion – Check Appropriate Line:

1. Non-Visible

2. Significant – Patching will suffice

3. Significant – Structural repairs required

Describe:

9. CONCRETE FRAMING SYSTEM CONTINUED]

e. Were samples chipped out for examination in spalled areas?

1. No

2. Yes – Describe color, texture, aggregate, general quality:

f. Identify any concrete framing member (e.g., slabs and transfer elements) with obvious overloading, overstress, deterioration (e.g., efflorescence at underside of slab or at base of column or wall) or excessive deflection (provide location(s)):

10. WINDOWS, STOREFRONTS, CURTAINWALLS AND EXTERIOR DOORS



a. **Structural Glazing on the exterior envelope of threshold building:** Yes No

1. Previous Inspection Date:	
2. Description of Curtainwall Structural Glazing and adhesive sealant:	
3. Describe Condition of System:	

b. **Exterior Doors:**

1. Type: <input type="radio"/> Wood <input type="radio"/> Steel <input type="radio"/> Aluminum <input type="radio"/> Sliding Glass Door <input type="radio"/> Other (If Other, Describe):
2. Anchorage Type and Condition of Fasteners and Latches
3. Sealant Type and Condition of Sealant: <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor <input type="radio"/> Significant

[10. WINDOWS, STOREFRONTS, CURTAINWALLS AND EXTERIOR DOORS CONTINUED]

4. Describe General Condition:

5. Describe repairs needed:

11. WOOD FRAMING

Add Attachments



Wood Framing System Exists: Yes No (If no Wood Framing System, skip to section 12)

a. Type – Fully describe if mill construction, light construction, major spans, trusses:

b. Indicate Condition of the Following:

1. Walls:

2. Floors:

3. Roof Member, Roof Trusses:

c. Note Metal Fitting (i.e., Angles, Plates, Bolts, Splint Pintles, Other and Note Condition):

d. Joints – Note if well fitted and still closed:

[11. WOOD FRAMING CONTINUED]

e. Drainage – Note accumulations of moisture:

f. Ventilation – Note any concealed spaces not ventilated:

g. Note any concealed spaces opened for inspection:

h. Identify any wood framing member with obvious overloading, overstress, deterioration, or excessive deflection:

12. BUILDING FACADE INSPECTION

Add Attachments



- a. Identify and describe the exterior walls and appurtenances on all sides of the building (cladding type, corbels, precast appliques, etc.):
- b. Identify attachment type of each appurtenance type (mechanically attached or adhered):
- c. Indicate the condition of each appurtenance (distress, settlement, splitting, bulging, cracking, loosening of metal anchors and supports, water entry, movement of lintel or shelf angles or other defects):

13. SPECIAL OR UNUSUAL FEATURES IN THE BUILDING

- a. Identify and describe any special or unusual features (i.e., cable suspended structures, tensile fabric roof, large sculptures, chimney, porte-cochere, retaining walls, seawalls, etc.):
- b. Indicate condition of special feature, its supports and connections:

14. DETERIORATION

- a. Based on the scope of the inspection, describe any structural deterioration and describe the extent of such deterioration.

15. UNSAFE CONDITIONS



- a. State whether unsafe or dangerous conditions exist, as these terms are defined in the Florida Building Code, where observed. Yes No

By checking this box, the undersigned states that the inspections detailed in this report were performed with the primary objective of identifying potential structural issues. Other conditions may render a building unsafe, including, but not limited to, the existence of unsanitary conditions, inadequate maintenance, illegal occupancy, inadequate means of egress, or inadequate lighting and ventilation. If potentially unsafe conditions were observed, they will be noted, but the inspections were not intended to be a comprehensive assessment of whether any such conditions exist in the subject building.

16. SAFE OCCUPANCY DETERMINATION

- a. Based on the results of the inspection, does the building or any portion of the building need to be vacated, secured, or access limited? If so, what portions of the building need to be vacated and how quickly do those portions need to be vacated, secured, or access limited? Yes No

Add Attachments

17. SUMMARY OF FINDINGS



The below Condition(s) were noted within this Phase 1 Inspection.

Phase 2 Inspection Required:

Indication of Dangerous Condition Observed

Yes No

Actual Dangerous Condition Observed

Yes No

Indication of Substantial Structural Deterioration Observed

Yes No

Actual Substantial Structural Deterioration Observed

Yes No

Indication of Need for Maintenance

Yes No

Indication of Need for Repair

Yes No

Indication of Need for Replacement

Yes No

Inaccessible Condition of Structural Component

Yes No

18. REVIEW OF EXISTING DOCUMENTS AND PERMIT RECORDS



It appears that unpermitted structural work has been performed as follows, and the Building Official has been notified:

Yes No

If yes, describe unpermitted work:

Add Attachments

19. DEFINITIONS OF TERMS

Good: No Substantial Structural Deterioration and No Dangerous Condition Observed.

Fair: Indication of Substantial Structural Deterioration Observed and No Dangerous Condition Observed.

Poor: Actual Substantial Structural Deterioration Observed and No Dangerous Condition Observed.

Significant: Any Observation which is an Indication of Dangerous Condition or Actual Dangerous Condition.

Major Structural Component. Means a building's load-bearing elements, primary structural members, and primary structural systems.

Substantial Structural Deterioration. Means a condition that negatively affects a building's structural condition and integrity, or a major structural component whose condition meets the definition of Dangerous. The term does not include surface imperfections such as cracks, distortion, sagging, deflections, misalignment, signs of leakage, or peeling of finishes unless the licensed engineer or architect performing the phase one or phase two inspection determines that such surface imperfections are a sign of substantial structural deterioration.

Unsafe conditions. Buildings that are or hereafter become *unsafe*, insanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an *unsafe* condition. *Unsafe* buildings shall be taken down and removed or made safe as the *code official* deems necessary and as provided for in this code. A vacant building that is not secured against unauthorized entry shall be deemed *unsafe*. If an owner of the building fails to submit proof to the local enforcement agency that repairs have been scheduled or have commenced for substantial structural deterioration identified in a phase two milestone inspection report within the required timeframe, the local enforcement agency must review and determine if the building is unsafe for human occupancy.

Dangerous. Any building, structure or portion thereof that meets any of the conditions described below shall be deemed dangerous:

1. The building or structure has collapsed, has partially collapsed, has moved off its foundation or lacks the necessary support of the ground.
2. There exists a significant risk of collapse, detachment or dislodgment of any portion, member, appurtenance or ornamentation of the building or structure under permanent, routine, or frequent loads; under actual loads already in effect; or under wind, rain, flood, or other environmental loads when such loads are imminent.

MILESTONE INSPECTION REPORT FORMS - STRUCTURAL BSIP INSPECTION FORM

Form EB18 – 2024

MILESTONE INSPECTION REPORT FORM PHASE 2

TABLE OF CONTENTS - Click on the subject or page number to advance to each section

Licensed Engineer or Architect Responsible for	Page 1
Milestone Inspection Licensed Design Professional 1	Page 2
Certification Licensed Design Professional 2 Certification	Page 3
1. Description of Structure	Page 4
2. References Cited Under Phase 1 Report Follow-Up	Page 5
3. Identify the Damage and Describe the Extent of the Substantial Structural Deterioration	Page 5
4. Identify and Define Areas Requiring Added Inspection / Results of Testing	Page 5
5. Describe Manner and Type of Inspection Performed	Page 5
6. Provide Graded Urgency of Each Recommended Repair	Page 6
7. State Whether Unsafe Conditions Exist	Page 6
8. Any Items Requiring Additional Inspection	Page 6
9. Safe Occupancy Determination	Page 7
10. Summary of Findings	Page 7

MILESTONE INSPECTION REPORT FORMS - STRUCTURAL BSIP INSPECTION FORM

Form EB18 – 2024

MILESTONE INSPECTION REPORT FORM

PHASE 2 Milestone Inspection



Note: All Required Fields Appear in Red

Licensed Engineer(s) or Architect(s) Responsible for the Milestone Inspection

Inspection Firm Name (if applicable): _____

Inspection Engineer/Architect Name and License Number: _____

Address: _____

Telephone Number: _____

Assuming Responsibility for: All Portion - If Portion please list: _____

Inspection Commenced Date: _____ Inspection Completed Date: _____

Additional Inspection Firm Name (if applicable): _____

Additional Inspection Engineer/Architect Name: _____

Address: _____

Telephone Number: _____

Assuming responsibility for: All Portion – If portion please list: _____

Inspection Commenced Date: _____ Inspection Completed Date: _____

NOTE: Add pages as required to list all additional design professionals assuming responsibility for the Milestone Inspection or portions thereof.

Please check all that apply:

Summary of Phase 1 Findings

- Substantial Structural Deterioration Observed; Structural Evaluation is required.
- Inaccessible Condition of Major Structural Component; The Milestone Inspection was not able to conclude the Structural Condition of inaccessible areas.
- Potentially Dangerous Condition Observed; Structural Evaluation is required.
- Dangerous Condition Observed; Notify Building Official; Structural Evaluation is required.

See Section 10 Summary of Findings for Phase 2 Milestone Inspection

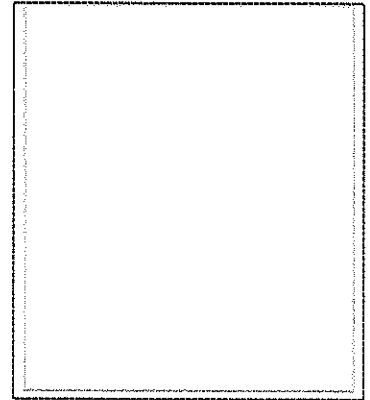
Licensed Design
Professional:

Engineer

Architect

Name: _____

License
Number: _____



Seal

Click the button below to check if all required fields are completed.
If they are not, you will be told which fields must be completed.
If they are, the signature box below will unlock, allowing you to sign and lock the form.

Check Required Fields

I am qualified to practice in the discipline in which I am hereby signing,

Signature: _____ Date _____

This report has been based upon the minimum milestone inspection requirements as listed in *Chapter 18 of the Florida Building Code, Existing Building*. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the structure, based upon careful evaluation of observed conditions, to the extent reasonably possible.

See: General Considerations & Guideline

Supporting Data Attached:

Add Attachments

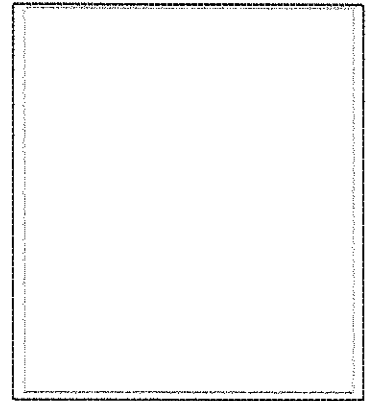
Licensed Design
Professional:

Engineer

Architect

Name: _____

License
Number: _____



Seal

Click the button below to check if all required fields are completed.

If they are not, you will be told which fields must be completed.

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See: General Considerations & Guideline

Supporting Data Attached:

Add Attachments

1. DESCRIPTION OF STRUCTURE	Add Attachments	▲
a. Name on Title:		
b. Street Address:		
c. Legal Description:		
d. Owner's Name:		
e. Owner's Mailing Address:		
f. Email Address:	Contact Number:	
g. Folio Number of Property on Which Building is Located:		
h. Building Code Occupancy Classification:		
i. Present Use:		
j. General Description:	Type of Construction:	
k. Square Footage:	Number of Stories:	
1. Total Building Area:		
2. Building Footprint Area:		
l. Name of the Condo or Coop Entity:		
m. Special Features:		
n. Describe any Additions to Original Structure:		
o. Approximate Distance to the Coast and Method Used to Determine Distance:		

2. DESCRIBE REFERENCES CITED UNDER PHASE 1 REPORT FOR FOLLOW-UP:



3. IDENTIFY THE DAMAGE AND DESCRIBE THE EXTENT OF THE SUBSTANTIAL STRUCTURAL DETERIORATION ALONG WITH NEED FOR MAINTENANCE, REPAIR, AND/OR REPLACEMENT RECOMMENDATIONS:

4. IDENTIFY AND DESCRIBE AREAS REQUIRING ADDED INSPECTION AS WELL AS RESULTS OF ANY TESTING:

5. DESCRIBE MANNER AND TYPE OF INSPECTION PERFORMED:

Note: When testing and at the discretion of the design professional, scientific testing protocols must be used in addition to visual inspection techniques for determining the structural integrity of a building.

6. PROVIDE GRADED URGENCY OF EACH RECOMMENDED REPAIR:



7. STATE WHETHER UNSAFE OR DANGEROUS CONDITIONS EXIST, AS THESE TERMS ARE DEFINED IN THE FLORIDA BUILDING CODE, WHERE OBSERVED:

By checking this box, the undersigned states that the inspections detailed in this report were performed with the primary objective of identifying potential structural issues. Other conditions may render a building unsafe, including, but not limited to, the existence of unsanitary conditions, inadequate maintenance, illegal occupancy, inadequate means of egress, or inadequate lighting and ventilation. If potentially unsafe conditions were observed, they will be noted, but the inspections were not intended to be a comprehensive assessment of whether any such conditions exist in the subject building.

8. IDENTIFY AND DESCRIBE ANY ITEMS REQUIRING ADDITIONAL INSPECTIONS:

Add Attachments

9. SAFE OCCUPANCY DETERMINATION



a. Based on the results of the inspection, does the building or any portion of the building need to be vacated, secured, or access limited? If so, what portions of the building need to be vacated and how quickly do those portions need to be vacated, secured, or access limited?

Yes No

10. SUMMARY OF FINDINGS

The below Condition(s) were noted within this Phase 2 Inspection.

The Building has Substantial Structural Deterioration or is considered dangerous, Corrective Action is Required.

A Need for Maintenance was Observed, but Does Not Meet the Standard of Substantial Structural Deterioration at This Time. The Building Passes the Milestone Inspection Program.

There Are No Signs of Substantial Structural Deterioration. The Building Passes the Milestone Inspection Program.

If Corrective Action is required an Amended Milestone Inspection Report must be submitted upon completion of the work.

**Upon completion of the corrective action the Design Professional in charge of the Milestone Inspection must submit an amended Phase 1 Milestone Inspection Report per Chapter 18 of the Florida Building Code - Existing Buildings.*

Add Attachments