



Building Department  
1700 Convention Center Drive, 2nd Flr  
Miami Beach, Fl 33139

**NOTICE TO THE CITY OF MIAMI BEACH BUILDING  
DEPARTMENT OF EMPLOYMENT AS SPECIAL INSPECTOR**

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

Process Number: \_\_\_\_\_ Master Permit (IF APPLICABLE): \_\_\_\_\_

- Special Inspector for Pilings, CMDC sect. 8-22
- Special Inspector for Lightweight Insulating Concrete, CMDC sect. 8-22
- Special Inspector for Soil Compaction, CMDC sect. 8-22
- Special Inspector for Precast Units and Attachments, CMDC sect. 8-22
- Special Inspector for Reinforced Masonry, FBC 2122.4 & CMDC sect. 8-22
- Special inspector for Steel Bolted & Welded Connections, CMDC sect. 8-22
- Special Inspector for Trusses over 35 feet long or 6 feet high, CMDC sect. 8-22
- Special Inspector for Curtain Wall, CMDC sect. 8-22
- Special Inspector for Structural Glazing, CMDC sect. 8-22
- Special Inspector for Composite Floor System, CMDC sect. 8-22
- Special Inspector for \_\_\_\_\_

**NOTE: Only the marked items apply.**

The following individual's employed by this firm or me are authorized representatives to perform inspections

- |          |          |
|----------|----------|
| 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 a building inspector or general contractor.

I will notify the City of Miami Beach Building Department of any changes regarding authorized personnel performing inspection services.

I, understand that **all mandatory inspections, as required by the Florida Building Code, shall be requested by the permit holder and approved by the Building Department Inspectors. Inspections performed by the Special inspector hired by the Owner are in addition to the mandatory inspections performed by the Building Department.** A Special Inspection Log for each building must be displayed in a convenient location on the site for inspection by the Building Department Inspectors. Further, upon completion of the work under each building permit, I will submit to the Building Department at the time of final inspection the completed Inspection Log form and sealed statement that, to the best of my knowledge, belief and professional judgment those portions outlined above meet the intent of the Florida Building Code and are in subsequent accordance with the approved plans.

Architect/Engineer  
Name Printed: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Signed and Sealed

Building Department  
Accepted By: \_\_\_\_\_

License Number

Date: \_\_\_\_\_