

## 7101 - BUILDING PERMITS AND THE CODE ENFORCEMENT OFFICE

The School Board shall establish a Code Enforcement Office, employ a Building Code Administrator (BCA) and/or subcontract for code enforcement services. The BCA or subcontractor serving as the BCA services shall perform those responsibilities identified in F.S. 468.604. Approved project plans will be reviewed for code compliance, permits issued, and the work inspected. Two (2) types of permits will be issued: annual facility maintenance permits and building permits.

### A. Annual Facility Maintenance Permits:

Each school or facility will be issued an annual facility maintenance permit to facilitate routine maintenance, emergency repairs, building refurbishment, and minor renovations of systems or equipment. Qualifiers for this type of permit will be the Operation and Maintenance Director and/or his/her designee. Permits will be issued in their names. The amount expended per maintenance project may not exceed \$3200,000. A facility maintenance permit is valid for one (1) year. The BCA retains the right to make inspections at the facility site as s/he considers necessary.

A detailed log of all work performed under an Annual Facility Maintenance Permit shall be maintained by the District and submitted annually to the Florida Department of Education.

### B. Building Permits:

Building permits are required for new construction, additions, remodeling, renovations, site work, structural modifications, major mechanical and electrical upgrades, roofing, re-roofing, and demolition. District project managers and/or their contractors will submit an application for a permit to the Code Enforcement Office.

~~(f) The BCA shall accept for review and approval electronically transmitted construction plans, drawings, specifications, reports, final documents, or documents prepared or issued by a licensee. The documents must be dated and electronically signed and sealed by the licensee in accordance with Florida law.~~

Before a contract has been let for the construction, the BCA must review and approve the Phase III construction documents as required by F.S. 1013.37. Upon review by the BCA, a permit will be issued and work inspected. When the work is deemed complete and the BCA has determined that the building or structure and its site conditions comply with all applicable statutes and rules, the BCA will issue a Certificate of Occupancy.

**[NOTE: Choose one of the following two options]**

**(X) OPTION 1**

In accordance with F.S. 1013.37, the Board shall take into consideration the following when reviewing plans for approval:

1. the need for the new facility
2. the educational and ancillary plant planning
3. the architectural and engineering planning
4. the location on the site
5. plans for future expansion
6. the type of construction
7. sanitary provisions

8. conformity to Florida Building Code standards
9. the structural design and strength of materials proposed to be used
10. the mechanical design of any heating, air-conditioning, plumbing, or ventilating system

Typical heating, ventilating, and air-conditioning systems preapproved by the Florida Department of Education for specific applications may be used in the design of educational facilities.

11. the electrical design of educational plants
12. the energy efficiency and conservation of the design
13. life-cycle cost considerations
14. the design to accommodate physically handicapped persons
15. the ratio of net to gross square footage
16. the proposed construction cost per gross square foot
17. conformity with the Florida Fire Prevention Code.

**[END OF OPTION 1]**

**(b) [OPTION 2]**

~~The BCA shall take into account the seventeen (17) considerations set forth in F.S. 1013.37 when reviewing plans for approval.~~

**[END OF OPTION 2]**

The District may reuse prototype plans on another site, provided the facilities list and Phase III construction documents have been updated for the new site and for compliance with the Florida Building Code and the Florida Fire Prevention Code and any laws relating to fire safety, health and sanitation, casualty safety, and requirements for the physically handicapped which are in effect at the time a construction contract is to be awarded.

For each proposed new facility and each proposed new facility addition exceeding 2,500 square feet, the Board shall submit for review a minimum of one (1) copy of the site plan to the local county, municipality, or independent special fire control district providing fire protection services to the facility. The site plans shall be considered in accordance with F.S. 1013.38.

Before the commencement of any new construction, renovation, or remodeling, the Board shall:

1. approve or cause to be approved the construction documents and evaluate such documents for compliance with the Florida Building Code and the Florida Fire Prevention Code; and
2. ensure compliance with all applicable fire safety codes and standards by contracting with a fire safety inspector certified by the State Fire Marshal under F.S. 633.216.

The Board shall provide reasonable access to all construction documents upon request by the local county, municipality, or independent special fire control district.

**C. Design Services:**

The Board or volunteer service organization which undertakes any project that includes new construction, addition, remodeling, and structural modifications shall have plans and specifications prepared by a licensed design professional as required by State Requirements for Educational

Facilities.

Board approved projects will be governed by the standard District contracts. Volunteer project sponsor(s) will submit a standard partnership agreement for project approval prior to the commencement of work.

D. Contractors:

All construction on Board-owned property including volunteer or service organization projects shall be performed by State-certified or licensed general contractors and subcontractors, or locally registered subcontractors where their registration is valid, as required by State Requirements for Educational Facilities and shall follow approved processes as described under Florida statutes.

F.S. 468.604

F.S. 553.73, The Florida Building Code, as amended

**F.S. 553.80**

F.S. 1013.37

F.S. 1013.38

F.A.C. 6A-2.0010 (State Requirements for Educational Facilities)