

# Florida Building Structural Safety Inspection Program

*August 15, 2024, at 10-11:30 a.m.*

*August 19, 2024, at 1-2:30 p.m.*

*August 23, 2024, at 2-3:30 p.m.*

*Facilitator/Moderator:*

**Jeff Blair**, *Florida Building Commission Facilitator*, Facilitated Solutions, LLC

*Presenter:*

**Jennifer A. Bridge, PhD**, *Associate Professor*, Engineering School of  
Sustainable Infrastructure and Environment, University of Florida

Presented on behalf of the Florida Building Commission

# Agenda

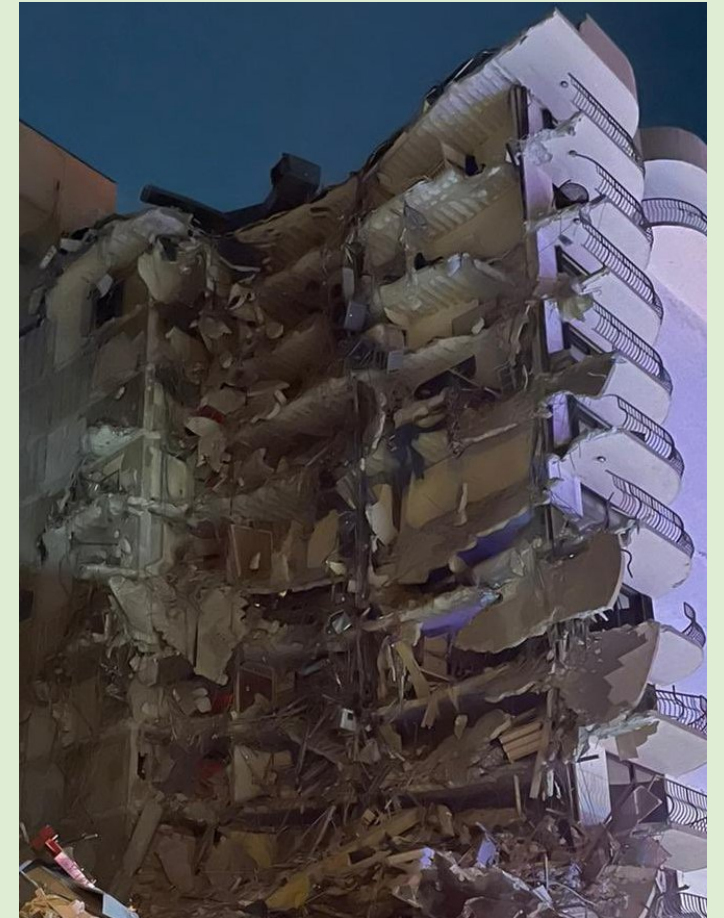
- Presentation (30 minutes)
  - Background
  - Building Safety Legislation
  - Milestone Inspection Requirements
  - Inspection Form(s)
  - Additional Resources
  
- Q & A with panelists (30 minutes)
  - Facilitator/Moderator: Jeff Blair, Florida Building Commission Facilitator, Facilitated Solutions, LLC
  - Tony Apfelbeck, Director of Building and Fire Safety, City of Altamonte Springs
  - William Bracken, PE, SI, FRSE, Technical Training Manager, International Code Council
  - Mo Madani, Technical Director, Building Codes & Standards
  - Jim Schock, P.E., S.I., C.B.O., Vice Chairman, Florida Building Commission

# Webinar Objectives

- Provide background on legislation related to Milestone Inspections
- Introduce Chapter 18: Minimum Requirements for the Mandatory Milestone Inspection and relevant definitions
- Describe Milestone Inspection requirements for owners, inspectors, and local enforcement agencies
  - Phases 1 and 2
  - Timelines
  - Reporting requirements
- Introduce the fillable pdf inspection forms
- Answer participant questions

# Background

- Following the 2021 Champlain Towers South collapse in Surfside, Florida, the Legislature recognized the need for a statewide structural inspection program for aging condominium and cooperative buildings to ensure their continued safety
- Florida Condo Safety Act:
  - Florida Legislature passed Florida Statute 553.899 in May 2022
  - Florida Building Commission to establish a building safety program within the Florida Building Code
  - Mandates milestone structural inspections for condominium and cooperative buildings

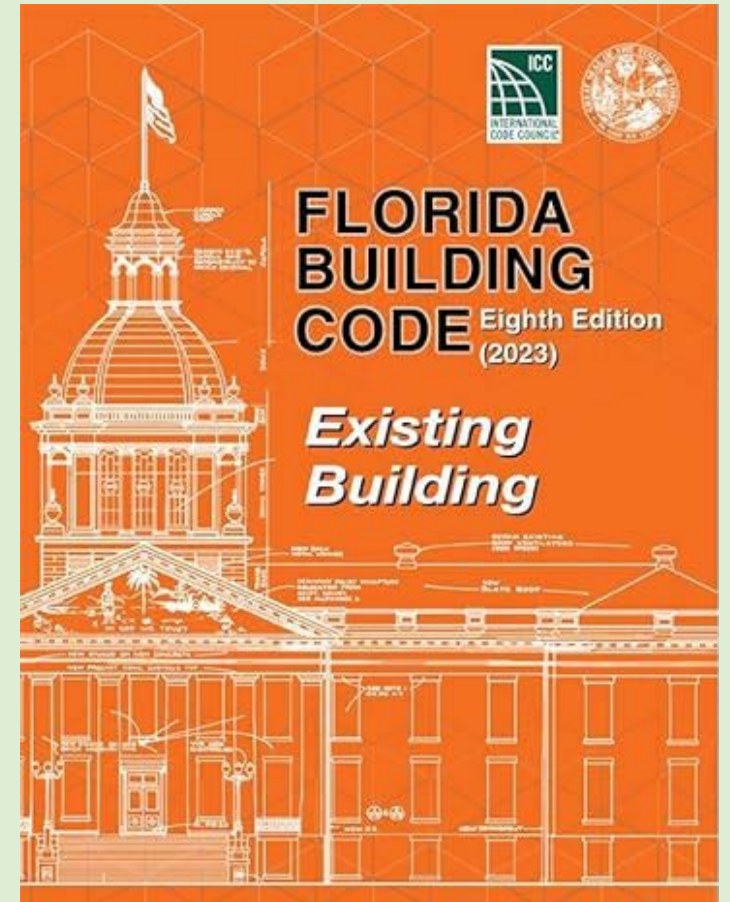


*Photo Credit: Miami-Dade Fire Rescue Department, Public domain, via Wikimedia Commons*

# Legislation Implemented in Code

Florida Building Commission established a working group to implement legislation:

- Created Chapter 18: Minimum Requirements for the Mandatory Milestone Inspection
  - Draft supplement to the 8<sup>th</sup> Ed. (2023) Florida Building Code, Existing Building
- Created common forms to be used during milestone inspections



# Mandatory Milestone Inspections

- Buildings subject to inspections:
  - Condominium or cooperative form of ownership
  - Three or stories or more in height
  - Exempt: Single-family, two-family, three-family, or four-family dwellings with three or fewer habitable stories above ground
- Requires a structural inspection of a building, including:
  - **Primary Structural Member** [s.627.706(2)(d), FS] - a structural element designed to provide support and stability for vertical or lateral loads within the overall structure
  - **Primary Structural System** [s.627.706(2)(e), FS] - an assemblage of primary structural members working together to support the building's load
- Conducted by either:
  - An architect licensed under Chapter 481, Florida Statutes
  - An engineer licensed under Chapter 471, Florida Statutes

# Milestone Inspection Phases

## Phase 1

- *Visual examination* of the building's habitable and non-habitable areas, including major structural components
- Provides a *qualitative assessment* of the building's structural conditions
- Inspector must prepare and submit an inspection report
- Building official must be notified if unpermitted work is discovered in the structural components

## Phase 2

- Necessary if signs of *substantial structural deterioration* identified during Phase 1
- May involve destructive or nondestructive testing as directed by the inspector
- The extent of the inspection depends on assessing areas of structural distress to confirm the building's structural soundness and safety for its intended use



# Milestone Inspection Phases

## Phase 1

- *Visual examination* of the building's habitable

## Phase 2

- Necessary if signs of *substantial structural*

### **Substantial Structural Deterioration [s.553.899(2)(b), FS]**

- Refers to a condition negatively affecting a building's structural condition and integrity
- Excludes surface imperfections like cracks, distortion, sagging, deflections, misalignment, and signs of leakage

inspection report

- Building official must be notified if unpermitted work is discovered in the structural components

confirm the building's structural soundness and safety for its intended use



# Milestone Inspection Scope

## Background considerations:

- Identification of structural system
- Code baseline
- Loading conditions
- Violations or unpermitted activities
- Previous repairs
- Previous reports

## Inspection of:



- Foundation



- Masonry bearing walls



- Floor and roof systems



- Steel framing systems



- Concrete framing systems



- Windows and doors



- Wood framing



- Building facade

# Inspection Timeline

- Milestone inspections are to start when a building reaches **30 years** of age
- Initial Milestone Inspection (based on certificate of occupancy issuance date):

Date building reaches 30 years of age	Date by which initial inspection must be completed
Before Jul.1, 2022	December 31, 2024
Between Jul. 1, 2022, and Dec. 31, 2024	December 31, 2025
After Dec. 31, 2024	December 31 of the year the building reaches <b>30 years</b> of age

- Every **10 years** thereafter
- Local enforcement agency may require inspections to start at 25 years due to specific local conditions

# Inspection Timeline

- Acceptance of previous report:
  - The local enforcement agency may accept a report for a structural integrity and condition inspection performed before July 1 of the year the building turns 30
  - Report must substantially comply with the applicable requirements in Florida Statutes
  - The deadline for subsequent 10-year milestone inspections is based on the date of the accepted previous inspection



*Getty Images*

# Inspection Timeline

- When a milestone inspection is due, the local enforcement agency must provide written notice to the condominium or cooperative association
- Phase 1 inspection must be completed within 180 days of the building's owner(s) receiving the written notice
- Local enforcement agency may grant extensions for certain conditions
- If a Phase 2 inspection is required, the report must be submitted within 180 days of submitting the Phase 1 inspection report



*Getty Images*

# Inspection Responsibility

- Each party is responsible for ensuring compliance inspection requirements
- The condominium or cooperative association bears the responsibility for all costs associated with the milestone inspection
- Local enforcement agencies have the authority to prescribe timelines and penalties for compliance to ensure adherence to required inspection schedules
- The milestone inspection report must be obtained by
  - Condominium or cooperative association
  - Owners of any portion of the building not subject to the condominium or cooperative form of ownership

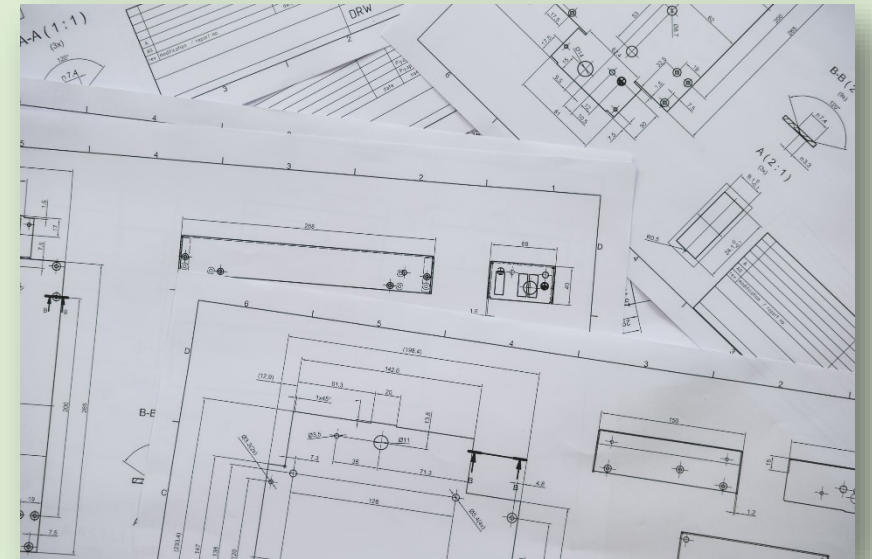


*Carol M. Highsmith, Public domain,  
via Wikimedia Commons*



# Repair Timeline

- If repairs or modifications are necessary
  - Owner has 180 days from the date of the inspection report to commence the repair
  - Failure to submit proof of scheduled or commenced repairs within the required timeframe may result in the structure being deemed unsafe and unfit for occupation
- If repairs cannot be commenced within the initial 180 days, an additional 185-day extension (not exceeding 365 days) may be granted
  - The extension is specified by either milestone inspection inspector or architect or engineer of record for the repairs
  - Active building permits must be maintained during the extension period



Getty Images

# Completion of Repairs

- After all required repairs have been completed, the original milestone inspector must:
  - Re-inspect the areas noted in the original report
  - Provide an amended report with a signed and sealed letter stating that all necessary repairs and corrections have been completed
  - Confirm that the building acceptable for continued use under the present occupancy
- The building owner or the responsible inspector must submit this letter to the building official



# Report Criteria

- Bear the seal and signature (or electronic signature) of the qualified inspector
- Indicate the manner and type of inspection forming the basis for the report
- Identify substantial structural deterioration (within a reasonable professional probability)
- Describe the extent of deterioration and recommend repairs
- State whether unsafe or dangerous conditions (as defined in the Florida Building Code) were observed
- Recommend remedial or preventive repair for damaged items (not substantial structural deterioration)
- Identify and describe any items requiring further inspection

# Milestone Inspection Report Forms

- The Milestone Inspection Report Forms serve as the minimum inspection compliance for both Phase 1 and Phase 2 milestone inspection requirements
- The forms ensure standardized reporting and consistency in documenting milestone inspections
- Two fillable pdf forms (one for each phase) are provided

# Phase 1 Inspection Report Form

## 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 Engineer(s) or Architect(s) Responsible for the Milestone Inspection	Page 1
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

Table of contents  
allows navigation to  
each section

# Phase 1 Inspection Report Form

Section	
	Inspector Information, Dates, Findings, Signature and Seal
1	Description of Structure
2	Present Condition of Structure
3	Inspections
4	Supporting Data Attached
5	Foundation
6	Masonry Bearing Wall
7	Floor and Roof System
8	Steel Framing System
9	Concrete Framing System

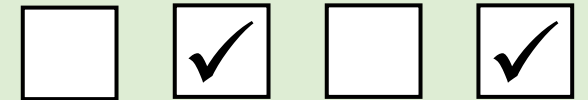
Inspection &  
Background  
Information

Description &  
Condition  
Assessment  
of Systems

Section	
10	Windows, Storefronts, Curtainwalls, and Exterior Doors
11	Wood Framing
12	Building Façade
13	Special/Unusual Features
14	Deterioration
15	Unsafe Conditions
16	Safe Occupancy Determinations
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# Phase 1 Inspection Report Form

- Three types of inputs:
  - Radio buttons
    - Only one selection allowed
  - Check boxes
    - More than one box may be checked
  - Fields for written responses
    - Component descriptions
    - Explanations of certain conditions



Enter text...

# Phase 1 Inspection Report Form

[7. FLOOR AND ROOF SYSTEM CONTINUED]

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

9. Guardrails – Indicate type, location, and material

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

- |                                   |   |                                       |                               |
|-----------------------------------|---|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Wood     | <input type="checkbox"/> Stainless Steel    | <input type="checkbox"/> Glass        | <input type="checkbox"/> None |
| <input type="checkbox"/> Metal    | <input type="checkbox"/> Ungalvanized Steel | <input type="checkbox"/> CMU Kneewall |                               |
| <input type="checkbox"/> Aluminum | <input type="checkbox"/> Concrete Kneewall  | <input type="checkbox"/> Other        | <input type="text"/>          |

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

☐ Good ☐ Fair ☐ Poor ☐ Significant, Describe:

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**Inspection &  
Background  
Information**

**Description &  
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# Condition Rating Definitions

## Report Form Section 19

- **Good:** No *substantial structural deterioration* and no *dangerous condition* observed
- **Fair:** Indication of *substantial structural deterioration* was observed, and no *dangerous conditions* were observed
- **Poor:** Actual *substantial structural deterioration* observed, and no *dangerous condition* observed
- **Significant:** Any observation that is an indication of a *dangerous condition* or actual *dangerous condition*

# Relevant Definitions

## Dangerous [Chapter 2, 2023 FBC - Existing Building]

- Any building, structure, or portion thereof that meets any of the conditions described below shall be deemed dangerous:
  - The building or structure has collapsed, has partially collapsed, has moved off its foundation, or lacks the necessary support of the ground
  - 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

### INSPECTION CONDITION REPORTING REQUIREMENTS

#### “DANGEROUS”



##### IMMEDIATELY

- Building Owner or Association
- Local Fire Chief



##### Within 24 Hours

- Building Official

#### LESS-IMMEDIATE

If left unaddressed, would  
“endanger life or property”



##### Within 10 Days

- All Parties

BLDG-143

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Overall  
Findings

# Relevant Definitions

## Unsafe Conditions [Section 115, 2023 FBC, Exiting Building]

- Buildings that are unsafe, unsanitary, or deficient due to inadequate means of egress facilities, insufficient light, ventilation, fire hazards, or other dangers to human life or public welfare
- If a building is deemed unsafe, it must either be taken down and removed or made safe according to the code official's assessment
- A vacant building without proper security against unauthorized entry is also considered unsafe
- If an owner fails to provide proof of scheduled or ongoing repairs for substantial structural deterioration identified in a phase two milestone inspection report, then the local enforcement agency must review whether the building is unsafe for human occupancy

# Summary of Findings

17. SUMMARY OF FINDINGS		Reset Section 17	
The below Condition(s) were noted within this Phase 1 Inspection.		Phase 2 Inspection Required:	
<input type="checkbox"/> Indication of Dangerous Condition Observed		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Actual Dangerous Condition Observed		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Indication of Substantial Structural Deterioration Observed		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Actual Substantial Structural Deterioration Observed		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Indication of Need for Maintenance		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Indication of Need for Repair		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Indication of Need for Replacement		<input type="radio"/> Yes	<input type="radio"/> No
<input type="checkbox"/> Inaccessible Condition of Structural Component		<input type="radio"/> Yes	<input type="radio"/> No

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Overall  
Findings

# Phase 1 Inspection Report Form

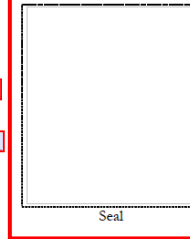
Please check all that apply:

- ☐ 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:



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**

## 4. SUPPORTING DATA ATTACHED

Reset Section 4

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



# Report Form Considerations



Use Adobe Acrobat or Adobe Reader to complete form



Form cannot be signed until all sections are complete



Form is locked after signed and sealed



Submit the form according to local enforcement agency guidance

# Phase 2 Inspection Report Form

- Navigation and form completion tools the same as Phase 1 form
- First several pages and Section 1 are the similar to Phase 1 form
- Sections 2 – 8 are descriptive text fields

## 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 of Architect Responsible for Milestone	Page 1
Inspection Licensed Design Professional 1 Certification	Page 2
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

# Phase 2 Inspection Report Form

## Page 1: Summary of Phase 1 Findings Check Boxes

**MILESTONE INSPECTION REPORT FORMS - STRUCTURAL BSIP INSPECTION FORM**

Form EB18 – 2024

**MILESTONE INSPECTION REPORT FORM**

PHASE 2 Milestone Inspection

Reset Page 1

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.

# Phase 2 Inspection Report Form

## 9. SAFE OCCUPANCY DETERMINATION

Reset Page 6



- 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.
- ☐ Corrective Action is required. Upon completion of corrective work file an Ammended Phase 1 Inspection Report and resubmit.

*\*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

# Summary

- As required by the Florida Legislature, the Florida Building Commission has implemented a building safety inspection program within the Florida Building Code
- Mandatory Milestone Inspections are required for all condominium and cooperatives with three or more stories when they reach 30 years of age, and every 10 years thereafter
- Local enforcement agencies provide notification for required inspections, manage timelines as needed to adhere to the requirements of the statutes, and maintain all relevant reporting and permitting data
- Milestone inspections are performed in two phases, with the more detailed second phase only required if the first indicates signs of substantial structural deterioration
- Standardized inspections forms are to be used for both inspection phases, and completed reports are to be furnished to the local enforcement agency and building owners/associations

# Resources

## For more information:

[https://www.floridabuilding.org/fbc/Links\\_to\\_Code\\_Resources.html](https://www.floridabuilding.org/fbc/Links_to_Code_Resources.html)

[https://www.floridabuilding.org/fbc/workgroups/Existing\\_Buildings/Existing\\_Buildings.htm](https://www.floridabuilding.org/fbc/workgroups/Existing_Buildings/Existing_Buildings.htm)

- Fact Sheet
- General Guidelines
- Milestone Inspection Forms
- On-demand Course
- Instructional Video on Completing Milestone Inspection Forms: <https://vimeo.com/947154019>

# Q&A Panelists

**Facilitator/Moderator: Jeff Blair**, Florida Building Commission Facilitator, Facilitated Solutions, LLC

- **Tony Apfelbeck**, Director of Building and Fire Safety, City of Altamonte Springs
- **William Bracken**, PE, SI, FRSE, Technical Training Manager, International Code Council
- **Mo Madani**, Technical Director, Building Codes & Standards
- **Jim Schock**, P.E., S.I., C.B.O., Vice Chairman, Florida Building Commission