



PRIVATE PROVIDER AUDITING PROCEDURE

PURPOSE:

A fee owner of a building or their contractor may elect to use a Private Provider to provide alternative plans review and/or inspections in place of the City of Sebastian building department for the purpose of enforcing the Florida Building Code. Building permits must be obtained from the City of Sebastian as required under the Florida Building Code and all applicable Florida Building Codes need to be adhered to and enforced. The purpose of an audit is to confirm that the building code plans review and inspection services have been properly performed and all required documentation have been properly recorded.

Should a fee owner or fee owner's contractor use a private provider for plans review services, the same private provider must also perform the required inspections associated with that project.

SCOPE:

The auditing of plans review and/or inspections performed by a private provider is to ensure building code compliance and shall be performed as needed. The audit of a private provider or private provider firm shall take place up to a maximum of four times a year unless a condition of a building is discovered that constitutes an immediate threat to public safety and welfare as defined in Florida Statute 553.791.

AUDIT CRITERIA:

An audit may be performed at any time during construction. An audit may be performed without notice after receiving the required notice to inspect from the private provider indicating the approximate date and time. An audit may occur at critical milestones of the construction project where inspections of key building components are being performed. Audits of plan reviews may be performed as needed, especially when special conditions exist. The audit may include but not be limited to; occupancy type, occupant load, means of egress, fire barriers, life safety systems, structural systems, critical components, mechanical, electrical and plumbing components, etc. as required for the purpose of auditing plans review.

PROCESS AND OBJECTIONS:

Audits performed of private providers on construction projects shall be documented on a form developed by the City of Sebastian and made available on the city's website for the preceding two quarters. In the event of a failed inspection and/or plans review audit, a notice with detailed findings will be provided to the contractor and the private provider as soon as possible. The City of Sebastian building department staff will make every effort to assist in the resolution of the deficiencies with the private provider and the contractor. A stop work order may be issued by the Building Official or their representative should the nature of the deficiency constitute an immediate threat to public safety and welfare.