

**Bal Harbour Village Building Department
655 96th Street
Bal Harbour, FL 33154**

**NOTICE OF EMPLOYMENT TO THE BAL HARBOUR VILLAGE BUILDING OFFICIAL
AS SPECIAL INSPECTOR FOR LIGHT WEIGHT INSULATING CONCRETE (LWC) INSTALLED PER
SECTION 1917 OF THE FLORIDA BUILDING CODE**

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

PROCESS NUMBERS: _____

The following individual(s) employed by this firm or me are authorized representatives to perform inspection *

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 building inspector or general contractor.*

I, (we) will notify Bal Harbour Village Building Official of any changes regarding authorized personnel performing inspection services.

I, (we) understand that a Special Inspector inspection log for each building must be displayed in a convenient location on the site for reference by the Bal Harbour Village Building Inspector.

The lightweight concrete installation log shall include:

1. Job log with the following information:
 - a. Cast Density recordings/hour
 - b. Current LWC Product Approval
 - c. Date of Installation and Job location
 - d. Results of field tests
2. Verification of equipment calibration
3. Installation of required venting of the LWC
4. Installation of expansion joints if required

The Bal Harbour Village Building Official must be notified of the final inspection. *Inspections performed by the Special Inspector hired by the Owner are in addition to the mandatory inspection performed by the Department.* Further, upon completion of the work under each Building Permit I will submit to the Building Inspector at the time of final inspection the completed inspection log form and a sealed statement indicating that, to the best of my knowledge, belief and professional judgment those portions of the project outlined above meet the intent of the Florida Building Code and are in substantial accordance with the approved permit documents.

**Engineer/Architect
Name** _____
(PRINT)

Address _____

Signed and Sealed

Phone No. _____

Date: _____