

BUILDING INSPECTION DIVISION



April 29, 2010

**MEMORANDUM**

**Bulletin G-01-10**

To: All Permit Applicants

From: Thomas H. Goldsbury, P.E., C.B.O., LEED AP  
Chief, Building Inspection Division

**Subject: Implementation of the 180 Day Law in the New Permitting System**

**This is very important!**

Due to the computer programming necessary for the 180-Day law it has taken much longer than anticipated to prepare this for implementation. When we published the last version of our permitting software on April 1<sup>st</sup> of this year, this feature was included, but was turned off so no permits or companies were “suspended”. We will turn it on June 14<sup>th</sup>, so you have approximately six (6) weeks to review the status of your permits. You should use this period to resolve those permits that have gone over 180 days without a **passed** inspection. On June 14, 2010, the programming will become operational and suspend permits and companies per Section 320.402(3) of the City of Jacksonville’s Municipal Code. I have copied this section of the code below for your reference, and also provided several questions and answers. In addition please review the attached screen prints which will help you understand the process.

**Section 320.402(b)(3)** Stand alone active permits of all trades, and base building permits that have gone over 180 days without an approved inspection will be suspended. Suspended permits may be reactivated for a maximum of an additional 180 days upon showing of just cause and payment of a \$20.00 reactivation fee. The Building Inspection Division shall not accept applications for permit from contractors who have more than four suspended permits until such time as the contractor has reactivated all of the suspended permits, and the contractor’s qualifier has appeared in person at the Building Inspection Division Office and paid a \$250 Reinstatement Fee. The Reinstatement Fee shall be separate from and in addition to any fees paid for reactivation of suspended permits. The provisions of this subsection may be waived by the Chief upon showing of good cause.

**What permits does this affect?** All permit numbers that have a suffix “.000” at the end, excluding Sign and Site Clearing/Tree Removal permits. If your permit number has a “dot” and anything but three zeros at the end, it is an associated permit, not a stand alone permit, then this will not affect your permit.

**As a Building, Residential, or General contractor, if my subcontractors pass an inspection does that count on my base building permit?** Yes, on any project with a base building permit (B10xxxxxx.000) and one or more subcontractor permits, any **passed** inspection by the building contractor or any one of the subcontractors will reset the 180 day clock back to zero. It is very important that your subcontractor’s permit be associated to your permit, if not, any inspection passed on their permit will not reset the 180 day clock on your permit.

**Can I request an inspection on a permit in “Suspended” status?** No, not until the \$20 reactivation fee is paid and the permit is changed to Active status. If you have four (4) or less suspended permits on your list, you may pay the \$20 reactivation fee on line on your profile under the Fees tab.

**How long do I have to get an inspection once my permit has been reactivated?** Once the \$20 reactivation fee is paid you will have a 10 business day **Grace Period** to schedule and **pass** an inspection, or the permit will

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be suspended again. If you have justifiable reasons why you need more time to pass an inspection, you must communicate that to the discipline supervisor. If your permit is in this Grace Period, it will have a “(Gxx)” after the permit number if you look on line on your profile. The “G” means that permit is in the grace period, the “xx” is the number of days left until the permit will be suspended again if you do not pass an inspection.

**What happens if I have more than four permits on the 180 Day list?** If you have more than four suspended permits on the list, the company will be “Suspended”. It will show up in big red letters at the top when you log in to the computer system. You will not be allowed to pull permits, and as per the municipal code section above, the qualifier of the company must come to the Building Inspection Division Office to meet with the discipline supervisor and/or the Division Chief, and provide a written plan to resolve all the permits on the list. Once the plan is accepted, and the \$250 Reinstatement Fee and the \$20 Reactivation Fee for each suspended permit paid, the company will be activated so they can pull permits.

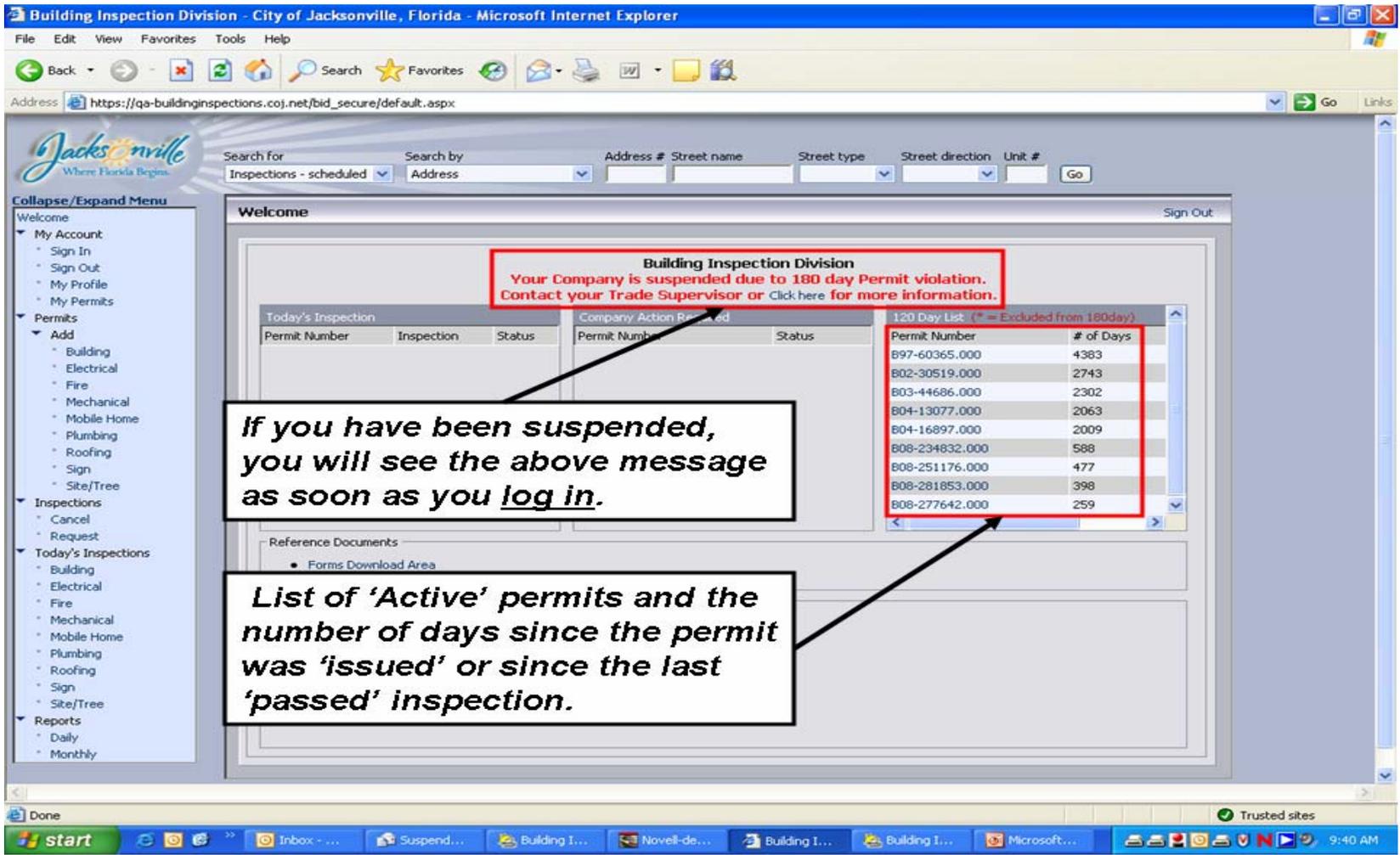
**What happens if I reactivate my permits over 180 days, but fail to pass inspections on them?** Once the \$20 reactivation fee is paid the system will automatically give you a 10 day (business days) grace period to pass an inspection. If you exceed the grace period, that permit will again be suspended and you will incur additional reactivation fees. It is very important to note that the ‘180 day clock’ for reactivated permits is not re-set based on the reactivation fee, but the occurrence of a successful (passed) inspection. You should also be aware that the status of your license (ability to pull permits) could be adversely affected if you exceed the grace period on four or more permits. Refer to “What happens if I have more than four permits on the 180 Day list?” above.

**Can I pay the \$20 reactivation fee on-line?** Yes, provided you have no more than four permits on the 180 Day list.

**Sometimes my project is delayed for reasons out of my control; can I get an extension to the 180 day clock?** Yes, you must contact your discipline supervisor prior to the 180 day cut-off. To help you monitor this, watch the “Action” tab on your Profile on our web site. The far right column shows you any permits that have gone over 120 days without a passed inspection, thus it gives you 60 days to take action before the 180 day cut-off.

**What if the owner stops the project?** Your discipline supervisor can “exempt” a permit from the 180 Day list. You must provide written correspondence to him (email or U.S mail) for his review, to have a permit exempted. If the permit has been exempted from the 180 day process there will be an “(\*)” at the end of the permit number.

**What if the owner will not stay home to allow an inspector in to inspect the work?** Bulletin G-20-99, Policy and Procedures to Close Out a Permit When an Inspection Cannot be Made Due to Owner’s Refusal to Make Property Accessible to City Inspector, addressed this situation and provides a means to have a permit exempted from the 180 day process. Please go to our web site and review that Bulletin for further information.



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**User Profile - ACTIVE** Sign Out

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User Transactions Permits Fees Resources

Permits (G = Permit in Grace period) (\* = Excluded from 180day) Status: ACTIVE

Permit Number	Street Address	Permit Issued
B09-347572.000	1559 ROYAL COUNTY DR	10/20/2009
B09-344759.000 (*)	4953 DIAN WOOD E DR	10/2/2009
B09-337134.000 (*)	11111 LOTHMORE RD	8/28/2009
B09-301926.000	11135 LOTHMORE RD	2/20/2009
B08-277642.000 (G13)	1648 FALKLAND RD E	9/12/2008
B08-251176.000 (G13)	10922 DUNNOTAR RD	5/5/2008
B08-234832.000 (G13)	10684 GRAYSON ST	2/21/2008
B04-16897.000 (G13)	10202 HAMLET GLEN DR	4/2/2004
B04-13077.000 (G13)	9097 WANDER ABOUT CT	3/16/2004
B03-44686.000 (G13)	11947 LONGWOOD CT	8/21/2003
B02-30519.000 (G13)	9055 CRYSTAL SPRINGS RD	6/16/2002
B97-60365.000 (G13)		

**1**

**2**

**From the 'Permits' tab, you can monitor the status of your permits. 1 Permits that are 'Excluded' from the 180 day list. 2 Permits that are in a 'Grace' period and the number of days remaining. A 'passed' inspection must be obtained before the 'Grace' period expires or additional fees may be incurred.**

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