



DEPARTMENT OF PUBLIC WORKS
Building Inspection Division

December 18, 2003

MEMORANDUM

BULLETIN G-30-03

TO: All Permit Applicants

FROM: Thomas H. Goldsbury, P.E., C.B.O.
Chief, Building Inspection Division

SUBJECT: Work Starting Before Permit Issuance

Section 104.5.4 **Work Starting Before Permit Issuance** of the Florida Building Code (FBC) states: "Upon approval of the Building Official, the scope of work delineated in the building permit application and plan may be started prior to the final approval and issuance of the permit, provided any work completed is entirely at the risk of the permit applicant and the work does not proceed past the first required on-site inspection" (not NOC).

Rather than the Building Official having to review each request on an individual basis, anyone following the guidelines below may take advantage of the "Early Start" program:

1. This would **only** include Building Permits, that require plans, for New Buildings, Additions, Alterations and Repair, and Accessory Buildings. You may also start your associated Mechanical, Electrical and Plumbing (MEP) work. Keep in mind that at this point you can not get your MEP permits since your building permit is not ACTIVE. You therefore cannot work past needing an MEP inspection either.
2. This specifically **excludes** Site Clearing and Tree Removal Permits.
3. If your project requires a Site Clearing Permit, you can not have Early Start until your Site Clearing Permit is obtained, the Tree Barricade inspection passed, and all necessary silt fences installed.
4. As a contractor you must have "Active" status with the Building Inspection Division (BID).
5. Complete building plans and complete Building Permit Application must have been submitted to our office and accepted for review.
6. You must have all other required agency approvals including, but not limited to Zoning, Concurrence, Development Management, Historical, Downtown Development Authority, Health Department, etc. In essence the only thing that you can be lacking is final plan review approval from the BID and/or Fire Marshall.
7. A "Private Inspector" can not perform inspections prior to the permit having been issued.
8. Once the building permit is issued, the MEP contractors that have already started working on the site must obtain their permits within five (5) working days of the issuance of the building permit. Failure to do so will be considered a violation.

As stated in the FBC, if you choose to proceed in this manner, you do so entirely at your own risk. As stated in "5" above, your plans must be in the review process. If any inspector visits the job, he can verify over the Internet if the plans are in review. If not, the job will be immediately "Red Tagged".



Please keep in mind, we are doing this for the convenience of our customers as we know how helpful an early start can be on a project. However, we do see potential problems and we want to make sure everyone understands this clearly. Once you have started early, you may reach a point where your crew has done all they can without an inspection, and the permit may still not be ACTIVE. The BID will **not** move your plans ahead of someone else because you chose to start early and may now have to demobilize since your permit is not ready. In addition, we will not compromise our reviews because you may have constructed something according to preliminary plans that had not been approved. Please work with us as we try to improve our service for you.

This Early Start program will go into effect December 25, 2003.

Xc: All Staff