

Policy Manual



Title: Compliance with the Florida Building Code and the State Requirements for Educational Facilities	Number: 6Hx2-7.15
Legal Authority: Fla. Statutes 1013.371; 1013.38; 255.2575; 468; 55	Page: Page 1 of 2

GENERAL STATEMENT

The purpose of this policy is to ensure that all College facilities constructed, renovated, remodeled, and maintained with any funding source comply with and meet the standards set forth in the Florida statutes, the Florida Building Code, and the State Requirements for Educational Facilities. The President or designee is authorized to establish any procedures required to meet those standards.

The College shall contract or employ a Building Official (Building Code Administrator licensed under F.S. 468, and F.S. 471 or F.S. 481) to provide building code administration services, necessary to administer and enforce the provisions of the Florida statutes and the Florida Building Code.

I. Under this policy. The building code official shall provide the following services to the College, including, but not limited to:

- Recommend guidelines for review of plans and specifications.
- Recommend guidelines for issuance of building permits.
- Inspections for code compliance.
- Certificate of Final Inspection and Certificate of Occupancy.
- Maintain records demonstrating compliance with applicable laws.
- Support for facilities and legal staff pertaining to building codes, ordinances, zoning regulations, lease agreements, construction contracts, College facilities standards and applicable Florida statutes.
- Support to the College's Senior Director of Environmental Safety and Chief Fire Official (Fire Code Official).
- To ensure compliance with the College's sustainable building and sustainable landscape and use of native materials policies.

II. Minimum qualifications for Building Officials. To be eligible for approval by the Board of Trustees as a Building Official, such person shall be certified as required by the State of Florida Building Code Administrators and Inspectors Board as a Building Code Administrator under F.S. 468, and in addition meet or hold all of the following certifications/licenses and qualification requirements:

- The Building Code Administrator shall be a Florida Registered Architect pursuant to F.S. 481 or a Florida Licensed Professional Engineer pursuant to F.S. 471 having plan review and inspection experience within the High Velocity Hurricane Zones of Miami Dade or Broward County.
- The Building Code Administrator shall be a Standard Inspector or Plan Reviewer under F.S. 468 and certified under F.S. 1013 by the Florida Department of Education, having completed training in the State Requirements for Educational Facilities.

History: Issued on January 23, 2002; revised April 1, 2009; revised May 1, 2009; revised September 1, 2009; revised January 26, 2010; revised October 23, 2012; revised May 24, 2022

Approved by the Board of Trustees	Date: 05/24/2022	President's Signature 	Date: 05/24/2022
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- The Building Code Administrator shall be certified by the State of Florida Fire Marshall's Office under F.S. 633 as a Fire Safety Inspector Level 1 or a Special Fire Safety Inspector. The Building Code Administrator shall have plan review and inspection experience with the Florida Fire Prevention Code.
- The Building Code Administrator shall have experience in the code compliance and code administration of educational facilities.
- The Building Code Administrator shall have professional written, oral and presentation skills. The Building Code Administrator shall have and demonstrate a thorough knowledge of the applicable statutes, laws and rules governing the planning and construction of educational facilities.
- Preference will be given to a Building Code Administrator who are accredited professionals in F.S. 255.2575 Energy-efficient and sustainable buildings processes, practices, and principles.

THE POLICY and THE STUDENT

This policy is to ensure that all students are able to learn in safe, technically sound, environmentally friendly, aesthetically pleasing, life cycle effective and sustainable sites and facilities.

THE POLICY and THE FACULTY AND STAFF

This policy is to ensure that all faculty and staff are able to work in safe, technically sound, environmentally friendly, aesthetically pleasing, life cycle effective and sustainable sites and facilities.

IMPLEMENTATION and OVERSIGHT

The President or designee has the authority to establish procedures to implement this Policy. The Senior Vice President, Finance and Operations shall be responsible for implementing and overseeing this policy, including the investigation of any alleged policy violations.

VIOLATION OF POLICY

All individuals in violation of these established policies may be subject to disciplinary action, up to and including termination and assessment of damages suffered by the College, students, faculty, or staff. The College reserves the right to pursue civil remedies where justified.

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