

MIAMI BEACH

Policies and Procedures

Existing Building Recertification (*Previously 40 Year Recertification*)

POLICY

All commercial and multifamily buildings that have been in existence for 30 years or older, 25 years for condominiums and cooperatives which are three (3) stories or taller will require recertification in order to remain occupied. Any change of occupancy on an existing building will maintain the building on the same recurring 10-year recertification cycle.

Exempt from recertification: single-family residences, duplexes, and minor structures as defined below, shall be recertified as specified by Miami Dade County Code section 8-11(f), in the manner described below. Minor structures are defined as any occupancy group having an occupant load of 10 or less and having a gross area of 2,000 square feet or less.

PROCEDURE

Determination of recertification requirement

The initial recertification pursuant to Section 8-11(f)(ii)(1) is completed within the above specified timeline of the completion of the building structure. The subsequent 10 years recertification, Sec. 8-11(f)ii (2), is completed every 10 years, again based on the year of completion of the structure or as defined by ordinance. Miami Dade County provides a list of the buildings that require recertification. This list is reviewed prior to sending out notices of recertification.

Owner Notification

Two (2) years prior to the recertification due date, the Miami Beach Building Department posts a notice on site. Reminders are sent one (1) year prior to the recertification due date as well as a final reminder at 90 days prior to the due date along with a notice posted on site. This recertification package includes a notice requesting the owner or owner's representative to hire a Florida licensed design professional to perform an Electrical and Structural inspection for the building/structure and file a signed and sealed report with the Recertification Section for review and approval.

After notification

In accordance with the Miami Dade County Code, section 8-11 (f). The Owner of a building or structure subject to recertification shall furnish, or cause to be furnished, within ninety (90) days of Final Notice of Required Inspection, a written report to the Building Official. All threshold buildings (above three (3) stories or fifty (50) feet or taller or with an occupant load of 500 people or more) must have the structural certification performed by a Florida licensed structural engineer and the electrical certification must be performed by a Florida licensed electrical engineer. All other structures reports may be prepared by a licensed engineer or architect in the State of Florida. The report must certify that each such building or structure is structurally and electrically safe or has been made structurally and electrically safe for the specified use for continued occupancy, in conformity with the minimum inspection procedural guidelines as issued by the Board of Rules and Appeals (BORA). Note: If the engineer or architect report is not submitted to the Building Department in 60 days, then a 30-day reminder (Red- Tag) will be posted on site.

The Owner or Owner's representative must hire the appropriate Florida Licensed professional as noted above for inspection for the building and file a signed and sealed report with the "Recertification Section" in the City of Miami Beach Building Department for review and approval. Upon receipt of the Recertification reports (structural and electrical), verify that all related fees have been paid. The report will be routed to the Chief Structural Engineer and Chief Electrical Inspector for review. After Structural and Electrical approval, the Recertification requested will be sent to the Building Official for final approval. Once approval, and after applicable fees have been paid, recertification will be processed.

Extensions (Buildings Requiring Repairs)

A 30-day extension may be granted if the Engineer/Architect inspected the building and determines that it does not pose harm to the occupants, and provides a written statement allowing the continued occupancy, and submits a request for an extension to obtain permits for repairs. A fee as per the Fee Schedule will be required prior to the approval of the extension.

NOTE: To facilitate expeditious compliance, the building department will fast-track the repair/restoration permits required for the building recertification the building recertification number must be included on the permit application.

Notice of Violation

If the Recertification Report for a particular building is not submitted within the time limitation (90 days) established by the Miami-Dade County Ordinance, or an extension letter submitted, a building recertification violation will be issued with a fine and a late fee as per the Fee Schedule is assessed on the recertification record. The Notice of Violation will be posted on the building, and pictures of the posting will be taken as proof of delivery. After the posting of the Notice of Violation, a copy will be sent certified mail to the owner or owner's representative.

Failure to comply with the requirements of the Building Recertification Violation within 30 days' notice, the Building Recertification Violation will be forwarded to Miami Beach's Special Master. Non-compliance will result in the case being escalated to the Miami-Dade County Unsafe Structure Board (USB) and may result in an order for demolition of the structure and the need to vacate the building.

Report submission

Building recertification reports may be submitted digitally via e-mail to buildingrecertification@miamibeachfl.gov these reports should have a third party verifiable digital signature and seal. If a report is not digitally signed and sealed, then you may e-mail a scanned copy and submit the original signed and sealed report by mail or in-person appointment at:

City of Miami Beach
Building Department
1700 Convention Center Drive, Second Floor
Miami Beach, FL 33139

Approved Structural and Electrical Reports

Building recertification cannot be approved if the property has open building violations and open or expired permits. If there are no open building violations, no open or expired permits, no outstanding fees due, and the recertification reports are approved, a Letter of Building Recertification is issued. This

letter shall be mailed to the property owner or owner's representative. Based on the year of the building/structure original completion, after a period of 10 years, the recertification process will start again, as per Miami Dade County Sec. 8-11(f)ii (2).

REFERENCE

- *Chapter 8, Miami Dade County Code*
- *Florida Statute 553.899*

- *Florida Building Code In Effect*

PREPARED BY: Building Department

APPROVED BY: _____ DATE: _____
Building Official/Director

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