



## NAPLES CITY BUILDING DEPARTMENT

295 RIVERSIDE CIRCLE

NAPLES, FL 34102

PHONE: 239-213-5020

### PROJECTS SUBMITTED AFTER 3/20/18 UTILIZING ALTERNATIVE PLANS REVIEW AND INSPECTION SERVICES AS AUTHORIZED BY FLORIDA STATUTE 553.791

**Note that the following shall be required in accordance with the governing statutes and codes and City Policy on all Private Provider Projects:**

- In accordance with **553.791(2b),f.s.** owners who have selected to use private providers for inspection services shall not be charged the \$35 for each required inspection upon issuance of the permit.
- In accordance with **553.791(7a,b,c,d),f.s.** owners who have selected to use private providers for plan review shall be notified in writing identifying the specific plan features that do not comply with applicable codes, as well as specific code chapters and sections. All permit applications shall be reviewed by City Building Department Staff for Florida Building Code compliance. The 30-business day review period required by statute shall not include plan review time required by other departments for local ordinance compliance. These include City Utility Department Plan Review, City Flood Plain Ordinance Plan Review, City Planning Department Review, City Streets & Storm Water Department Review, and City R.O.W. Plan Review.
- In accordance with **553.791(9),f.s.** a private provider performing required inspections under this section shall provide notice to the local building official of the date and approximate time of any building code inspection no later than the prior business day by 2 p.m.

**Such notice shall be given to the email address below:**

**[INSPECTIONS@NaplesGov.com](mailto:INSPECTIONS@NaplesGov.com)**

**In the email SUBJECT list:**

**1) Permit number, 2) Address, 3) Date/Time, and Inspection code description.**

**EXAMPLE: 159999, 123 Smith Street S., 4/7/18 @ 2pm, 124 Slabs**

**Do not include anything in the body of the message; only the subject will be viewed.  
There may not be a response to these emails.**

- In accordance with **553.791(10),f.s.** upon completing the required inspections the private provider shall post each completed inspection record at the project site and provide all such inspection records to the Building Official with the private provider's Certificate of Compliance upon completion of the project. Records of all required and completed inspections shall be maintained at the building site at all times and made available for review by the local Building Official. The private provider shall report to the local enforcement agency any condition that poses an immediate threat to public safety and welfare. The Local Building Official may visit the building site as often as necessary to verify that the private provider is performing all inspections. A \$35 fee shall be charged for all inspection verifications.
- In accordance with **713.135(d),f.s.** prior to the first inspection a **certified copy** of the recorded Notice of Commencement must be provided to the building department.
- In accordance with **FBC 110.3.3** A Spot Elevation Certification shall be provided to the Building Official after placement of the lowest floor, prior to further vertical construction.
- Building Department policy, a Spot Site Survey shall be provided for Planning and Zoning review after placement of the lowest floor, prior to further vertical construction.

**Non-compliance with the above policies may result in a stop work order issued by the Building Official**