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City of Hialeah

Building Division Notice of Required Recertification of a 40-Year-Old or Older Building

Date

Owner 1

Owner 2

Address

City, State, Zip Code

Property Address:

Folio No.:

City Reference:

Year Built:

SF:

Bldg. No.:

Dear Property Owner:

The City of Hialeah, Building Division, has received notification from the Property Appraiser's Office that the referenced building is forty (40) years old or older.

Under Section §8-11(f) of the Miami-Dade County Code, the owner of a building which has been in existence for forty (40) years or longer is required to have the building inspected for the purpose of determining the general structural condition of the building and the general condition of its electrical systems. In accordance with Section §8-11(f) you must submit a written Recertification Report to the Building Official, prepared by a Florida registered professional engineer or architect*, certifying that **each** building or structure is structurally and electrically safe for the specified use for continued occupancy. Each page of the electrical and structural report must be signed and sealed by the engineer or architect. **In addition, if there is more than one building on the property, please submit a site plan or copy of a survey showing the location of each building. The building which is the subject of the 40-Year Recertification Report must be clearly identified on the site plan or survey submitted.**

Enclosed is a copy of the Recommended Minimum Inspection Procedural Guidelines for Building Recertification to be utilized by a Florida registered professional engineer or architect and a copy of Chapter 8C of the Miami-Dade County Code, relating to parking lot illumination and guardrails. In accordance with Section §8C-2 the minimum prescribed standards for parking lot illumination and guardrails contained in Section §8C-3 were made retroactive upon adoption of the original ordinance. As part of your submission for the 40-Year Recertification, you are required to submit the enclosed documents certifying compliance with the parking lot illumination standards and guardrail requirements signed and sealed by a registered professional engineer or architect. The forms, which are in PDF (Portable Document Format), can be filled out and printed and are available online at the following link:

<http://www.hialeahfl.gov/40YearBuildingRecertificationForms>

If you prefer, you can obtain a hard copy of the forms by contacting our office at 305.883.8079.

You are required to submit a completed recertification report within **ninety (90) days** from the date of this notice. Please mail the recertification report with a check for the required fee of **Four Twenty Five dollars (\$425.00)** payable to the City of Hialeah to:

**City of Hialeah
Georgina Orta
Building Division, 2nd floor
501 Palm Avenue
Hialeah, Florida 33010**

Please note that single family homes, duplexes, and all other buildings with an occupant load of ten (10) or less **and** two thousand (2,000) square feet or less in gross area are exempt from recertification requirements. Note that the number of occupants shall be computed at the rate of one occupant per unit of area as prescribed in Table 1004.1.1. Non-residential farm buildings on farms are also exempt from recertification requirements. If the building, which is the subject of this notice, is exempt for any of the above mentioned reasons, the building is not forty (40) years old or older, or the building has been demolished, please notify this office and submit any available documentation. If you are claiming an exemption for an existing building, please submit dated pictures showing the front and rear of the building.

Failure to submit the required Recertification Report will result in the issuance of a Civil Violation Notice or ticket without further notice to you and referral of this matter to the Unsafe Structures Unit for the initiation of condemnation proceedings. You may be liable for payment of a maximum fine of \$10,510.00 and, in addition, must pay all enforcement costs incurred by the department once unsafe structures enforcement proceedings are commenced. Further, upon the issuance of an Unsafe Structure Notice of Violation, the building must be vacated and you may ultimately have to demolish the building.

For further information, please contact Georgina Orta, 40-Year Building Recertification Coordinator, at 305.883.8079. Your cooperation in this matter is greatly appreciated.

Respectfully,

Alexis Riveron Jr.
Building Official

Note: A Florida State Registered Engineer is required to prepare an Electrical Recertification Report for services of 600 amperes (240 volts-single phase) or more on residential projects, or services of 800 amperes (240 volts-single phase) on commercial projects, and which costs more than \$50,000 as per Chapter 471 of the Florida Statutes. Both architects and engineers must have proven qualifications by training and experience in the specific technical field covered in the inspection report (structural or electrical) as per Section § 8-11(f) of the Miami-Dade County Code.