



**Marion County  
Board of County Commissioners**

**Building Safety**

2710 E. Silver Springs Blvd.  
Ocala, FL 34470  
Phone: 352-438-2400  
Fax: 352-438-2401

## **“After the Fact”/Missed Inspection Policy**

### **Procedure to follow if a contractor/owner failed to obtain a required inspection(s) from Marion County Building Safety.**

In the event a component (or multiple components) requiring inspection has been covered during construction and is unpermitted and un-inspected, a licensed architect or engineer may be used to verify code compliance when **all** of the following conditions are met:

**(Note: a Special Inspector cannot be used as a substitute for a licensed architect or engineer.)**

1. The inspector (Code Enforcement or Building Safety) or inspection supervisor determines that, because the work has been covered, the inspection cannot be done as a regular inspection.
2. The Building Safety department authorizes the permit holder to use a licensed architect or engineer to perform the required inspection.
3. The architect or engineer submits to Building Safety a “signed and sealed” letter on their letterhead which includes **all** of the following information:
  - Permit number.
  - Address of the job.
  - Date of inspection.
  - Specific items inspected (list all).
  - Inspection or testing method and equipment used to determine compliance – (photographic third party and hearsay evidence are not acceptable methods).
  - Statement which provides verification of compliance.
  - Name and license number of the person performing the inspections and testing, and the name and license number of the person signing and sealing the letter