

TO: ALL BUILDING DIVISION PERSONNEL

**FROM: DOUG WISE
BUILDING DIVISION DIRECTOR**

PREPARED BY: BUILDING DIVISION

SUBJECT: PRODUCT APPROVAL PER RULE 61G20-3

PPM #: PB-O-118

ISSUE DATE
September 11, 2024

EFFECTIVE DATE
September 11, 2024

PURPOSE:

To detail local procedures for products without statewide approval, to issue Local Product Approvals on those products designated in Rule 61G20-3 following procedures and forms therein.

To establish local procedures for confirming limitations of use for products with statewide approval, in the applicable Wind Zones of Palm Beach County.

To provide a source of information on code compliant building products, for the eight product categories covered by 61G20-3.

To provide via Attachments:

- A. "Project Specific Approval" Application (Form #101)
- B. Palm Beach County basic wind speed maps showing designated Wind Zones in Palm Beach County.
- C. PBC Product Approval – Frequently Asked Questions

AUTHORITY:

Chapter 553.8425 Florida Statute; Local Product Approval - Rule 61G20-3 of the Florida Administrative Code; Building Division Construction Permit Fee Ordinance, as amended

DEFINITIONS AND PROGRAM CRITERIA:

BASIC TERMS: SEE RULE 61G20-3 DEFINITIONS

Design Wind Speed: The wind speed to be used for design purposes based on the occupancy risk category and location of the structure as determined from the appropriate Ultimate Design Wind Speed maps in Chapter 16, Florida Building Code.

(Note: All of Palm Beach County is classified a "wind-borne debris region").

Risk Category: A categorization of buildings and other structures for determination of flood and wind loads based on the risk associated with unacceptable performance as determined per Chapter 16, Florida Building Code.

Exposure Category shall be determined per Chapter 16, Florida Building Code. Design Wind Speed of the site location, risk category, exposure category, building mean roof height, product proximity to the building corner, and effective wind area shall be considered in determining the Minimum Design Pressure which shall be met by the Limitations of Use of the product.

PROCEDURE:

1. PRODUCT USE WITH STATEWIDE APPROVAL:

- a. Permit application submittals shall include complete product identity including approval number. The product Limitations of Use shall be evaluated by a Plans Examiner to determine suitability of product performance in the site Wind Zone under Design Pressure loadings.
- b. Per Palm Beach County Amendments to the Florida Building Code, the Designer of Record shall review all Product Approvals and approve for use, prior to submittal.
- c. If the Product Approval is being submitted in lieu of detailed drawings, all applicable design and installation criteria shall be clearly identified in the Product Approval and keyed to the plan.
- d. A Revision shall be required to add a missing product approval, or to change a product selection, once the initial permit application is processed.

2. PROJECT SPECIFIC APPROVAL FOR USE OF PRODUCT WITHOUT STATEWIDE APPROVAL:

- a. Application submittal shall follow FS 553.8425 per Rule 61G20-3.
- b. Fees shall be determined per the current fee schedule, as amended.
- c. Project Specific Submittals shall include, but not be limited to:
 - i. Application for Project Specific Approval form.
 - ii. Engineered structural details for the product indicating all components and site specific conditions.
 - iii. Test Reports (if applicable) from a commission approved testing laboratory (per Rule 61G20-3), the Florida Building Commission shall make current lists of approved agencies available on its website, the Building Codes Information System, www.floridabuilding.org.
 - iv. Comparative and/or Rational Analysis developed and signed and sealed by a Florida professional engineer or Florida registered architect, and demonstrating that the product complies with the Code.
 - v. Certification of Compliance from the engineer or architect stating that based on the fabrication details, the installation proposed, the supporting documents, and subsequent calculations, the use of the product will comply with the structural requirements of the (current edition in effect) Florida Building Code.
 - vi. If there is a Designer of Record, he/she must also provide a similar certification letter stating they have reviewed the engineering and calculations and that the installation proposed will meet their design requirements and is in compliance with the FBC.
- d. Final 'approval for use' shall be supplied in writing by PBC.

3. FIELD APPROVAL:

- a. All Approved products shall be identifiable on jobsites and installed per manufacturer instructions for inspector's examination.
- b. In all cases, copies of manufacturers' installation instructions are required for inspectors in the field. The inspector must be able to clearly match the product identity and installation instructions with the product installed.



DOUG WISE
BUILDING DIVISION DIRECTOR

Supersession History

1. PPM# PBO-118, issued 09/30/03
2. PPM# PBO-118, issued 10/01/03
3. PPM# PBO-118, issued 04/30/12
4. PPM# PBO-118, effective 9/11/24



**PALM BEACH COUNTY
PLANNING, ZONING AND BUILDING DEPARTMENT
BUILDING DIVISION**

APPLICATION FOR PROJECT SPECIFIC PRODUCT APPROVAL

DATE: _____

REVISION NUMBER: _____ PERMIT/PR NUMBER: _____

NAME (COMPANY/CONTRACTOR): _____

CONTACT PERSON: _____

CONTACT PHONE NUMBER: _____

CONTACT FAX NUMBER: _____

CONTACT EMAIL ADDRESS: _____

PRODUCT DESCRIPTION: _____

JOB SITE ADDRESS: _____

JOB SITE-SPECIFIC DESIGN CRITERIA:

1. Wind Zone of job site: _____
2. Exposure Category of job site: _____
3. "Components & Cladding Building Envelope Zone" of proposed installation: _____
4. Design Wind Load Pressures for product location and size: ____/____
5. Maximum Wind Load Capacity of proposed product: ____/____

REQUIRED ADDITIONAL SUBMITTAL DOCUMENTS (per FSS 553.8425):

1. Certification of Code Compliance from FL Professional Engineer or FL Registered Architect (based on the edition of the Florida Building Code currently adopted by Palm Beach County).
 - a. The Certification shall be based on 'testing' or 'comparative analysis' or 'rational analysis', or any combination thereof developed and signed/sealed by the Design Professional on his/her official letterhead.
 - b. The Certification shall clearly specify the Specific Job Site Address/ Location.
 - c. The Certification shall clearly address the Fabrication and Installation of the product
2. Test Reports and/or Structural Calculations used to substantiate Code Compliance.
3. Professional drawings and/or engineered structural details.
 - a. Job site plan and/or building layout showing proposed installation locations.
 - b. Professionally designed product Fabrication details and specifications.
 - c. Professionally designed product Installation details and specifications.
4. If there is a Designer of Record, per Palm Beach County Amendments to the Florida Building Code, he/she must provide a similar certification letter stating that they have reviewed the engineering and calculations, and that the proposed installation will meet their design requirements, and is in compliance with the Florida Building Code.
5. If applicable, provide copies of any FL State Product Approvals or Miami-Dade NOA's used as supporting evidence of Code compliance.

FEES shall be assessed in compliance with the current Palm Beach County "Construction Permit Fee Schedule"
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