

Nonbinding Advisory Opinion Petition Submittal and Review Process

- Step 1: Petition Download:** The Petition for Nonbinding Advisory Opinion is available for download from the following link: [Petition for Nonbinding Advisory Opinion](#)
- Step 2: Petition Submittal to the Florida Building Commission:** Petitioner shall complete the petition and shall serve the petition on the local government's general counsel or administrator by certified mail, return receipt requested. Additionally, the petitioner shall send a copy of the petition to the Commission by mail or email:
- (Mailing Address)
Office of Codes and Standards
Attention: Nonbinding Advisory Opinion Petition
Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, Florida 32399
(850) 487-1824
- (Email Address)
ProCodesNBAO@myfloridalicense.com
- Step 3: Local Government Response:** The local government shall respond to the petitioner by certified mail, return receipt requested, and send a copy of its response to the Commission within **14 days** after receipt of the petition, including Saturdays, Sundays, and legal holidays.
- Step 4: Publishing the Petition:** Upon receipt of the completed petition, the Commission shall publish the petition, including any response submitted by the local government, on the Building Code Information System.
- Step 5: Public Comment:** The Commission will accept public comments on the petition via email. Comments shall be emailed to ProCodesNBAO@myfloridalicense.com.
- Step 6: Posting Public Comment on the Building Code Information System:** Commission staff will post the public comments on the Building Code Information System for review by the public.
- Step 7: Petition Review by the Appropriate Technical Advisory Committee (TAC):** A TAC meeting will be held to review and discuss the petition, the local government's response, and any public comments. The TAC will provide a recommendation to the Commission regarding the petition.

Step 8: Nonbinding Advisory Opinion: The Commission shall issue a nonbinding advisory opinion stating whether the regulation, law, ordinance, policy, amendment, land use provision, or zoning provision is a technical amendment to the Florida Building Code within 30 days after the filing of the petition with the Commission, including Saturdays, Sundays, and legal holidays.

Step 9: Publishing the Nonbinding Advisory Opinion: The Commission shall publish its nonbinding advisory opinion on the Building Code Information System and in the Florida Administrative Register. [Click here to view published nonbinding advisory opinions.](#)

Note: The Commission's advisory opinion is nonbinding and is not a declaratory statement under s. 120.565, Florida Statutes.

State of Florida
Department of Business and Professional Regulation
Florida Building Commission
Petition for Nonbinding Advisory Opinion (553.73(4)(I), Florida Statutes)
Form # 61G20-2.003NBAO, Effective: April 2022
61G20-2.003, F.A.C.

If you have any questions or need assistance in completing this petition, please contact the Office of Codes and Standards at **850.487.1824**.

Section I – Petitioner’s Contact Information

CONTACT INFORMATION				
FULL LEGAL NAME				
Last Name	First	Middle	Title	Suffix
MAILING ADDRESS				
Street Address or P.O. Box				
City		State	Zip Code (+4 optional)	
County		Country		
CONTACT INFORMATION				
Primary Phone Number		Primary E-Mail Address		

Section II-Petitioner’s Representative’s Contact Information (If any)

CONTACT INFORMATION				
FULL LEGAL NAME				
Last Name	First	Middle	Title	Suffix
MAILING ADDRESS				
Street Address or P.O. Box				
City		State	Zip Code (+4 optional)	
County (if Florida address)		Country		
CONTACT INFORMATION				
Primary Phone Number		Primary E-Mail Address		

Section V – Explanation of why the regulation, law, ordinance, policy, amendment, land use provision, or zoning provision is a technical amendment to the Florida Building Code and which provisions of the Florida Building Code, if any, are being amended by the regulation, law, ordinance, policy, amendment, land use provision, or zoning provision (attach additional sheets if needed).

EXPLANATION

Section VI – Local Government’s Response (attach additional sheets if needed).

RESPONSE