

# Florida Condo Compliance Checklist – 2025

For CAMs, HOA Boards, Condo Attorneys & Engineers

Updated: September 11, 2025 • Practical checklist (not legal advice). Verify with your local authority and licensed professionals.

## 1) Quick Qualification

- Your building is a condo/co-op with 3 or more **habitable** stories.
- You know the Certificate of Occupancy (CO) year.
- If the building turned 30 before July 1, 2022 → initial Milestone was due Dec 31, 2024. If it turned 30 between July 1, 2022 and Dec 31, 2024 → initial Milestone is due Dec 31, 2025.
- A Structural Integrity Reserve Study (SIRS) is due by Dec 31, 2025 for 3+ story buildings (then at least every 10 years).

## 2) Do These First

- Create the association's DBPR online account (due Oct 1, 2025).
- Collect records: CO year, plans, old reports, warranties, repair history, leak logs.
- Decide the team: Board lead, CAM, attorney, engineer, and contractor.

## 3) Milestone Basics

- Phase 1 is a visual structural review by a licensed engineer/architect.
- If no substantial structural deterioration is found, you can stop at Phase 1.
- If Phase 2 is required, follow the engineer's testing plan and file the progress report as directed by the local agency.
- If Phase 2 finds issues, plan to commence repairs within about 365 days (local agencies may set tighter timelines).

## 4) SIRS Basics (every ~10 years)

- Engineer/architect (or reserve specialist for the visual portion) reviews key building systems.
- Covers: roof, structure, fireproofing/fire protection, plumbing, electrical, waterproofing/paint, windows/doors, etc.
- Budgets adopted on/after Dec 31, 2024 can't waive/underfund SIRS items—fund reserves as required.

## 5) Pipes & Infrastructure (smart to pair with studies)

- CCTV map of sanitary stacks; grade condition; identify CIPP lining vs. replacement.
- Hydro-jet key stacks before camera work for clean visuals; keep photo stills for the board packet.
- Review potable risers, storm drains, and electrical/MEP for age and code triggers.
- Coordinate access once—avoid multiple entries and owner disruption.

## 6) Contracting & Bids

- Hire a Florida PE/RA for Milestone/SIRS with clear scope and timeline.
- Pre-qualify a contractor experienced in occupied condo restoration.
- Bundle scopes (Milestone + SIRS + CCTV) to control cost and schedule; consider GMP targets.

## 7) Board Communications

- Prepare an owner notice and a short deck: photos, scope, budget, schedule.
- Share the inspector's summary/report with owners and post as required.
- Keep minutes, votes, and notices organized for audits.

## 8) Plan & Schedule

- Sequence: Milestone/SIRS → (Phase 2 if needed) → Board vote → Permits → Repairs.
- Coordinate staging, unit entry, water shutoffs; consider storm season timelines.

Need help? Book a no-cost, 30-minute site assessment. We'll confirm if your building qualifies, review records, and map next steps.

## Sources & Useful Links (clickable):

[Florida Statutes §553.899 – Milestone Inspections \(Online Sunshine\)](#)

[DBPR: Condominium Inspections Overview](#)

[Florida Building Commission Milestone Factsheet \(PDF\)](#)

[Florida Statutes §718.112 – Association Operations \(see SIRS in \(2\)\(g\)\)](#)

[DBPR: Create the Required Online Account](#)

[HB 913 \(2025\) – Bill Page \(Florida Senate\)](#)



General Construction Corp  
Milestone Inspections | Infrastructure | Restoration

General Construction Corp  
7901 4th St N, STE 300  
St. Petersburg, FL 33702  
239.790.8729  
[restore@generalconstructioncorp.com](mailto:restore@generalconstructioncorp.com)