MULTI-FAMILY PERMITTING IN MIAMI-DADE

IAD MIAMI PRE-SUBMITTAL CHECKLIST

APPROVED
PERMIT READY

The most common reasons apartment, condo & townhome developments get delayed by Miami-Dade RER. Run through this checklist before you submit as it can save you time and money.

01 ZONING, SITE PLAN & ENTITLEMENTS

- [ ] Unit count, density & FAR confirmed against zoning district & any overlay
- [ ] Parking ratio meets code, or reduced-parking study approved for TOD sites
- [ ] Concurrency approval (traffic, schools, utilities) reserved before applying — can add months if skipped
- [ ] DRC or municipal site plan approval secured, where required
- [ ] Plat, replat or unity of title recorded if combining/subdividing parcels

02 FIRE & LIFE SAFETY

- [ ] Sprinkler & standpipe systems designed per NFPA 13/14 on dedicated plans
- [ ] Fire alarm/smoke detection coordinated with the egress plan
- [ ] Corridor, stair & exit widths match occupant load per floor
- [ ] Fire-rated separations identified with UL assembly numbers
- [ ] Fire Marshal pre-submittal review completed

03 ACCESSIBILITY — ADA & FAIR HOUSING ACT

- [ ] Required % of accessible/adaptable units confirmed per FBC Accessibility Code or Local Code.
- [ ] FHA design requirements met for all covered units (4+ unit buildings)
- [ ] Accessible route confirmed from parking/public way to every unit & amenity
- [ ] Accessible & van parking counts meet code for total unit count

04 STRUCTURAL & HVHZ WIND

- [ ] Wind load calcs per ASCE 7 / FBC Building volume for full structure height
- [ ] Structural system sealed by the Engineer of Record for every level
- [ ] Balcony, railing & podium connections detailed against wind/live loads
- [ ] HVHZ criteria reflected on every exposed elevation

05 PRODUCT APPROVALS (NOA)

- [ ] NOA listed for windows, sliding doors, curtain wall & storefront systems
- [ ] NOA listed for balcony railings and the roofing system
- [ ] Miami-Dade Product Control confirmed (not just statewide FL) for HVHZ products
- [ ] Design pressures match structural schedule by elevation & wind zone

06 FLOOD, ELEVATION & RESILIENCY

- [ ] BFE noted and matches the current FEMA FIRM panel
- [ ] Elevation Certificate prepared if in a Special Flood Hazard Area
- [ ] Ground-floor parking & MEP equipment elevated/flood-vented per freeboard rules
- [ ] Stormwater/drainage plan meets county retention requirements

07 VERTICAL CONVEYOR SYSTEM

- [ ] Elevator permit filed separately with the State Elevator Safety Division
- [ ] MEP risers sized for full unit count (water, sanitary, sprinkler, electrical)
- [ ] Standby power sized for fire pump, elevators & life safety, if required
- [ ] Trash chute/compactor location complies with code & fire-rated separations

08 DRAWING COORDINATION & SUBMITTAL PACKAGE

- [ ] All disciplines cross-checked for matching dimensions & elevations
- [ ] Unit type schedule matches door/window schedule & NOA list exactly
- [ ] All sheets signed & sealed by every design professional
- [ ] Files formatted to local authority standards

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