COMMERCIAL PERMITTING IN MIAMI-DADE

IAD MIAMI PRE-SUBMITTAL CHECKLIST

APPROVED
PERMIT READY

Run this general check before submitting your drawings to Miami-Dade RER.
It can help identify gaps that could lead to rejections by the county.

01 STRUCTURAL & HVHZ WIND

- [ ] Wind load calculations included per ASCE 7 / Florida Building Code 8th Edition
- [ ] Structural drawings reflect High-Velocity Hurricane Zone (HVHZ) design criteria
- [ ] Roof-to-wall and wall-to-foundation connection details match calculated wind loads
- [ ] Engineer of Record seal & signature present on every structural sheet

02 PRODUCT APPROVALS (NOA)

- [ ] NOA numbers listed for all exterior doors, windows & glazing
- [ ] NOA numbers listed for roofing system & all roof components
- [ ] Miami-Dade County Product Control approval confirmed (not just statewide FL approval) for HVHZ-rated products
- [ ] Impact-rated glazing design pressures match the structural design pressure schedule

03 FLOOD & ELEVATION

- [ ] Base Flood Elevation (BFE) noted on civil & architectural plans
- [ ] Elevation Certificate prepared if site is in a Special Flood Hazard Area
- [ ] Lowest floor elevation meets Miami-Dade freeboard/flood criteria
- [ ] Civil finished-floor elevations match architectural plans exactly

04 DRAWING COORDINATION

- [ ] Architectural, structural, MEP & civil sets cross-checked for matching elevations and dimensions
- [ ] MEP penetrations reviewed against structural shear walls & beams
- [ ] Door/window schedule matches both architectural plans and the NOA product list
- [ ] Site plan matches current survey and zoning setbacks

05 LIFE SAFETY & FIRE

- [ ] Fire sprinkler/alarm plans included if required by occupancy type or area thresholds
- [ ] Egress paths, occupancy load & fire ratings shown on a dedicated life safety plan
- [ ] Fire Marshal pre-submittal review completed, where applicable

06 ACCESSIBILITY

- [ ] Plans comply with FBC Accessibility Code & ADA requirements
- [ ] Accessible route, parking count, and restroom details clearly shown

07 ZONING & SITE

- [ ] Survey is current (within county-required window) and matches plans
- [ ] Setbacks, height, and FAR confirmed against zoning district requi rements
- [ ] Parking count meets Miami-Dade or applicable municipal zoning code
- [ ] Landscape plan included, if required for the district

08 SUBMITTAL PACKAGE

- [ ] All sheets signed & sealed by the applicable design professionals
- [ ] Digital files formatted to Miami-Dade RER ePlan submission standards
- [ ] All required application forms completed (building, zoning, etc.)
- [ ] Permit fees calculated and payment ready at submittal

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