**Building Department**
1700 Convention Center Drive, 2nd FL
Miami Beach, Florida 33139
Telephone: 305-673-7610
http://www.miamibeachfl.gov/city-hall/building/

# PRIVATE PROVIDER PLAN REVIEW COMPLIANCE AFFIDAVIT

Process #:_____ Address: _____

Private Provider Firm: _____

Private Provider: _____

Address: _____

Phone: _____

E-mail: _____

***Notice*** - A private provider may only perform building code plan review services that are within the disciplines covered by that person's licensure or certification.

I hereby certify that to the best of my knowledge and belief the plans submitted were reviewed for and are in compliance with the Florida Building Code and all local amendments to the Florida Building Code by the following affiant, who is duly authorized to perform plans review pursuant to Section 553.791, Florida Statute and hold the appropriate license or certificate.

Check all Disciplines that apply: ☐ Building ☐ Structural ☐ Electrical ☐ Mechanical ☐ Plumbing

Plan sheets: _____

Florida Architect's or Engineer's Certification #: _____

Signature of Private Provider: _____

STATE OF FLORIDA, COUNTY OF _____

Sworn to and subscribed before me this _____ day of _____20 ____, by: _____
[ ] Personally known [ ] Procured Identification – Type of Identification_____
and who being fully sworn and cautioned, states that the foregoing is true and correct to the best of his/her knowledge or belief.

_____ _____
Signature of Notary Public Seal

MIAMIBEACH
BUILDING DEPARTMENT

**Building Department**
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Phone: 305.673.7610

# Private Provider Pre-Construction Meeting

Prior to issuance of a Private Provider Master or Phased Permit, a Pre-Construction Meeting is required, and acknowledgement/meeting date shall be recorded into the permit records. The Owner, Private Provider, General Contractor, Major Sub-Contractors and Architect shall attend the meeting.

**Meeting Agenda**

1. **CONSTRUCTION INSPECTION LOG:**

   **A.** Contacts List including Private Provider, General Contractor, Major Sub-Contractors, Architect/ Engineers and City of Miami Beach (CMB) Chiefs/ Supervisors.
   **B.** Inspections to be organized according to the construction sequence.
   **C.** Log to be tabbed per building, area, floor level, trade and chronological order.
   **D.** Include separate tabs for Threshold Inspectors, Specialty Engineers (Windows, Roofing, Waterproofing, etc.)

2. **INSPECTIONS:**

   **A.** Inspections may not be requested until a CMB permit is issued and plans are available on site
   **B.** Inspections may be requested by the contractor from the Private Provider; the Private Provider notifies the CMB of the same request prior to 2 pm on a daily basis
   **C.** All inspections not involving Fire, Planning, Public Works, Elevator and Floodplain Management only require the Private Provider's approval; the contractor may proceed with the next phase of the work without having to wait for CMB approvals
   **D.** All inspections involving Fire, Planning, Public Works, Elevator and Floodplain Management may require the CMB department's approval in addition to the Private Provider's approval prior to the contractor proceeding with the next phase of the work
   **E.** The Contractor shall schedule the Final inspection for all trades via the Interactive Voice Response (IVR) system (305) 673-7370, with the exception of the Electrical trade; the Electrical Sub-contractor shall schedule the Temporary Power for Construction, Temporary Power for Testing and the Final Inspections via the IVR; Temporary Power for Construction & Temporary Power for Testing require separate permits
   **F.** CMB inspections may be performed contingent on City workload; inspections will consist mainly on reviewing the project inspection logs, determining if logs are

updated according to the project schedule and may include a walkthrough;

**G.** Differences between CMB and Private Provider inspectors regarding inspection results, shall be discussed with the Private Provider, General Contractor and/or Sub-Contractor on site and

consensus documented by the Private Provider in the Log book; inspection result differences that may not be resolved on site may be further discussed with the Chiefs, Operations Manager or Building Official

## 3. REVISION TO CONSTRUCTION DOCUMENTS:

**A.** Changes made to the construction that require plan revisions shall be determined by the Private Provider inspector as being Minor or Major. At the Contractor's/Owner's own risk, Minor plan revisions may be submitted to the City of Miami Beach on a bi-weekly basis as applicable for review and approval after the Private Provider has reviewed and approved same. The work may proceed after the plan revision is placed in the Field Log Book. Any code deficiencies found subsequently by the City's review of the plans shall be immediately corrected.

**B.** **Minor Changes** do not affect Life Safety systems, Major Structural components, fire rated horizontal / vertical assemblies or any building component under the NFPA/ Fire Department's jurisdiction. Minor Changes may be submitted on a letter size drawing directly to the contractor as a signed and sealed field directive by the Architect or Engineer of Record. All minor plan revisions shall be kept in the field log book under a separate tab. All minor revisions shall be consolidated on a bi-weekly basis into formal construction documents and submitted to the City of Miami Beach for review and approval.

**C.** **Major Changes** may affect one or more of the building systems aforementioned under Item "B" above and must be submitted to the Building Department for review prior to the construction change being carried out. All changes, whether Minor or Major, affecting Fire Department's purview, shall be reviewed by the City prior to proceeding with the work.

## 4. FINAL REVISED CONSTRUCTION DOCUMENTS SET:

**A.** All projects with a valuation of $500,000 or more will require a consolidated set of revisions.

**B.** Prior to the Final Building inspection and Certificate of Occupancy the Final revised drawings set shall be in "Finaled" status.

**C.** A Temporary Certificate of Occupancy may be issued pending the Final Revised Construction Documents Set.

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# PRIVATE PROVIDER SUBMITTAL CHECKLIST

## (*REVIEW & INSPECTIONS*)

- ☐ Building Official Private Provider's approval.
- ☐ Permit application (Check the private provider box).
- ☐ One complete Master set of plans - all sheets stamped by private provider (Review & approval by Private Provider may be completed concurrently with CMB's reviews and approval).
- ☐ Construction Parking Management Plan (CPMP) for job values of $250,000 or higher.
- ☐ Notice to Building Official – Signed and Notarized by Owner.
- ☐ Complete package of certifications for all Duly Authorized Representatives performing plan reviews and inspections.
- ☐ Proof of Professional Liability Insurance in accordance with the project value- CMB must be listed as a Certificate Holder
- ☐ For Residential properties, these additional forms are required:
  a. **Contractor** for Private Provider Residential Pre-Construction Occupancy Agreement,
  b. **Owner** Pre-Construction Occupancy Agreement, and
  c. **Private Provider** Residential Pre-Construction Occupancy Agreement.

*The above line items are required to **obtain process numbers** for the permit, and below line items are required to **issue the permit**.*

- ☐ **Building Official's approval in the system.**
- ☐ **DERM approval.**
- ☐ **Approval from applicable CMB's departments – Flood, Planning, Urban Forestry, Environmental, Public Works, Fire, Parking, and Elevator.**
- ☐ **Pre-Construction Meeting held prior to permit's issuance.**
- ☐ **Submittal of the signed/approved plans with a Private Provider Plan Review Affidavit for each of the reviewers.**

***Note:*** *Building reviewers verify private provider's approvals for all disciplines on all sheets prior to Building Official's and permit's approvals.*

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Miami Beach, Florida 33139
Telephone: 305-673-7610
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# NOTICE TO BUILDING OFFICIAL OF USE OF PRIVATE PROVIDER

| | |
|---|---|
| Process/Permit Number: | Project Name: |
| Job Address: | Parcel Tax ID: |
| Services to be provided: Plans Review ☐ Inspections ☐ | |

Note: If the notice applies to either private plan review or private inspection services the Building Official may require, at his or her discretion, the private provider be used for both services pursuant to Florida Statute Section 553.791(2).

I, _____, the fee owner, affirm I have entered into a contract with the Private Provider indicated below to conduct the services indicated above.

| | |
|---|---|
| Firm: | Address: |
| Telephone Number: | Email Address: |
| Florida License, Registration or Certificate Number: | |

I have elected to use one or more private providers to provide building code plans review and/or inspection services on the building that is the subject of the enclosed permit application, as authorized by Section 553.791, Florida Statutes. I understand that the local building official may not review the plans submitted or perform the required building inspections to determine compliance with the applicable codes, except to the extent specified in said law. Instead, plans review and/or required building inspections will be performed by licensed or certified personnel identified in the application. The law requires minimum insurance requirements for such personnel, but I understand that I may require more insurance to protect my interests. By executing this form, I acknowledge that I have made inquiry regarding the competence of the licensed or certified personnel and the level of their insurance and am satisfied that my interests are adequately protected. I agree to indemnify, defend, and hold harmless the local government, the local building official, and their building code enforcement personnel from any and all claims arising from my use of these licensed or certified personnel to perform building code inspection services with respect to the building that is the subject of the enclosed permit application.

I understand the Building Official retains authority to review plans, make required inspections, and enforce the applicable codes within his or her charge pursuant to the standards established by s. 553.791, Florida Statutes. If I make any changes to the listed private providers or the services to be provided by those private providers, I shall, within 1 business day after any change, update this notice to reflect such changes. The building plans review and/or inspection services provided by the private provider is limited to building code compliance and does not include review for fire code, land use, environmental or other codes.
The following attachments are provided as required:

1. Qualification statements and/or resumes of the private provider and all duly authorized representatives.

2. Proof of insurance for professional and comprehensive liability in the amount of $1 million per occurrence relating to all services performed as a private provider, including tail coverage for a minimum of 5 years subsequent to the performance of building code inspection services.

| | | |
|---|---|---|
| **Individual:** ☐ | **Corporation:** ☐ | **Partnership:** ☐ |

Name _____ Address _____ Phone _____

Signature _____

STATE OF FLORIDA, COUNTY OF _____

Before me, this _____ day of _____20 _____, personally appeared _____ who executed the foregoing instrument, and acknowledged that same was executed for the purposes therein expressed.

[ ] Personally known [ ] Procured Identification – Type of Identification _____

Signature of Notary Public _____ Seal

*Revised March 2018*

**City of Miami Beach,** 1700 Convention Center Drive, Miami Beach, FL 33139, www.miamibeachfl.gov
Building Department, Administration
Tel: 305.673.7610, E-mail: Asalgueiro@miamibeachfl.gov

Contractor for Private Provider Residential Pre-Construction Occupancy Agreement

Ref: _____
Permit #: _____
Address: _____
MDC Folio#: _____

Contractor signing below, agrees to the following: (initialize)

- ___ Obtain all required sub permits for construction.
- ___ Build based only on City approved plans.
- ___ Revisions must be approved by City review before private provider inspections can be approved.
- ___ Maintain copies of approved plans and inspection logs at the job site at all times for City inspectors' verification.
- ___ No occupancy before issuance of Certificate of occupancy and notify the City of Miami Beach Building Department should unauthorized occupancy occur within 24 hours of this occurrence.

Should unauthorized occupancy occur, the City will issue a Building Violation, order utilities disconnected and have the General Contractor and private provider restricted from pulling other permits in the City while the situation is resolved. Repeat offenses may cause the Private provider to be banned from future work in the City of Miami Beach for an undetermined amount of time.

Signed by: _____Name/Title: _____

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of_____, 20_____
by_____

Signature of Notary Public_____
Print Name: _____

(SEAL)

Personally known_____
or Produced Identification _____

**City of Miami Beach**, 1700 Convention Center Drive, Miami Beach, FL 33139, www.miamibeachfl.gov
Building Department, Administration
Tel: 305.673.7610, E-mail: Asalgueiro@miamibeachfl.gov

Owner Pre-Construction Occupancy Agreement

Ref: _____
Permit #: _____
Address: _____
MDC Folio#: _____

I, the owner of the property located at _____,
Miami Beach FL, _____, by the present, agree to the following:
Initialize:

— I acknowledge plan revisions must be approved by City review before private provider inspections can be approved.
— I will not occupy the building in any way before issuance of CO or TCO by the City of Miami Beach.
— Should unauthorized occupancy occur, the City will issue a Building Violation and order utilities disconnected.

Signed by: _____ Name: _____

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of_____, 20_____ by_____

Signature of Notary Public_____
Print Name: _____

(SEAL)

Personally known_____
or Produced Identification _____

Revised August 27, 2021

**City of Miami Beach,** 1700 Convention Center Drive, Miami Beach, FL 33139, www.miamibeachfl.gov
Building Department, Administration
Tel: 305.673.7610, E-mail: Asalgueiro@miamibeachfl.gov

# Private Provider Residential Pre-Construction Occupancy Agreement

Ref: _____
Permit #:_____
Address:_____
MDC Folio#:_____

Private Provider signing below, agrees to the following:
— Obtain all required sub permits for construction.
— Maintain copies of approved plans and inspection logs at the job site at all times for City inspectors' verification.
— Revisions must be approved by City review before private provider inspections can be approved.
— No occupancy before issuance of Certificate of occupancy and notify the City of Miami Beach Building Department should unauthorized occupancy occur within 24 hours of this occurrence.

Should unauthorized occupancy occur, the City will issue a Building Violation, order utilities disconnected, and have the General Contractor and private provider restricted from pulling other permits in the City while the situation is resolved. Repeat offenses may cause the Private provider to be banned from future work in the City of Miami Beach for an undetermined amount of time.

Signed by: _____ Name/Title: _____

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of_____, 20_____
by_____

Signature of Notary Public_____

Print Name: _____

(SEAL)

Personally known_____
or Produced Identification _____



*We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.*

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# PRIVATE PROVIDER COMPLIANCE FORM

**Process #:** _____ **Project Address:** _____

**Permit Description:** _____

**Private Provider Firm:** _____

> ***Notice*** - A private provider may only perform building code plan review and inspection services that are within the disciplines covered by that person's licensure or certification.

The following individuals employed by this firm or me are duly authorized to perform plans review and inspections pursuant to Section 553.791, Florida Statute and hold the appropriate license or certificate.

## ☐ Plan Review

Building: Name & License #: _____, _____, _____
Structural: Name & License #: _____, _____, _____
Mechanical: Name & License #: _____, _____, _____
Electrical: Name & License #: _____, _____, _____
Plumbing: Name & License #: _____, _____, _____

## ☐ Inspections

Building: Name & License #: _____, _____, _____
Structural: Name & License #: _____, _____, _____
Mechanical: Name & License #: _____, _____, _____
Electrical: Name & License #: _____, _____, _____
Plumbing: Name & License #: _____, _____, _____

## Private Provider's Information

Private Provider's Name and Signature: _____

Florida Architect or Engineer Certification #: _____

Florida Architect or Engineer's Seal: _____

MIAMIBEACH

# Permit Application

Building Department
1700 Convention Center Drive, 2nd Floor
Miami Beach, Florida 33139
Ph: 305.673.7610
miamibeachfl.gov/city-hall/building

## Applicant Information (Blue or Black Ink Only)

**Office Use Only**

**Submittal Date:** _____/____/_____

**Permit #:** _____

Master Permit Number (If applicable):

Violation # (If applicable):

Florida Statute 553.79 (16) regarding permit timelines. Please select one (**Required**):

☐ Opt **IN** ☐ Opt **OUT**

*For more information, see attached F.S.553.79(16)*

Property Address:

Unit #:

Parcel/Folio Number:

## Permit Type (select one)

- ☐ Building
- ☐ Electrical
- ☐ Mechanical
- ☐ Plumbing
- ☐ Roofing
- ☐ Phased Permit
- ☐ Demo year-built
- ☐ Generator
- ☐ Temp Structure
- ☐ Fire
- ☐ Shop Drawings

## Permit Request (select all that apply)

- ☐ New Permit
- ☐ Change of Contractor
- ☐ Change of Arch/Engr
- ☐ LEED
- ☐ Interior, Non-Structural
- ☐ Affordable Housing
- ☐ Permit Extension
- ☐ Permit Renewal
- ☐ Permit Revision
- ☐ Private Provider
- ☐ City Project
- ☐ Reprieve Permit

## Property Information (select one)

- ☐ Commercial
- ☐ Multi-Family Residential
- ☐ Residential: Single-Family Residence/Duplex

**Occupancy Classification:**

**Attach a copy of the construction cost affidavit to this form**

| Type of Work | New Construction/Addition | Alteration/Reconfiguration of Space |
|---|---|---|
| Total Value of work: $ | $ | $ |
| Total Square Footage: | | |

Description of Work:

| Property Owner | | | Contractor | | |
|---|---|---|---|---|---|
| **Name:** | | | **Name:** | | |
| **Address:** | | **Suite:** | **Address:** | | **Suite:** |
| **City:** | **State:** | **Zip Code:** | **City:** | **State:** | **Zip Code:** |
| **Driver's License/ State Identification Number:** | | | **State Identification Number/License:** | | |
| **E-Mail Address (REQUIRED):** | | **Daytime phone:** | **E-Mail Address** | | **Daytime phone:** |

| Architect | | Structural Engineer | |
|---|---|---|---|
| **Name:** | **License Number:** | **Name:** | **License Number:** |
| **E-Mail Address:** | **Daytime phone:** | **E-Mail Address** | **Daytime phone:** |

## Notice & Certification

This application is hereby made to obtain a permit to do the work and installations as indicated. I certify that all work will be performed to meet the standards of all laws and construction regulations in this jurisdiction. I understand that a separate permit must be secured for Electrical, Elevator, Fire, Mechanical, Plumbing, Signs, Wells, Pools, Furnaces, Boilers, Heaters, Tanks, Air Conditioners, etc.

**Owner's Affidavit:** I certify that all the forgoing information is correct. Owner Certifies that the aforementioned Contractor has the authorization to perform the work as specified above.

**Lessee's Affidavit:** Lessee certifies that he has full consent and authorization from owner of subject property to perform the above-mentioned work and to hire above captioned contractor.

In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as: the Environmental Division of Miami-Dade County; Permitting, Environment and Regulatory Affairs, Water & Sewer Department, Department of Environmental Protection, South Florida Water Management District, Miami-Dade County Impact Fee, water management districts, state agencies, and/or federal agencies. **Under penalties of perjury, I declare that I have read the foregoing application and that the facts stated in it are true. Any information found to be false may cause the revocation and/or denial of the permit and/or Certificate of Occupancy. A person who knowingly makes a false declaration is guilty of the crime of perjury by false written declaration, a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.**

☐ Owner/Lessee for new permits (Documentation establishing ownership may be requested). ☐ Owner Builder Permit (must complete Owner Builder Affidavit)

☐ Master Permit Contractor of Record (For sub-permit / change of contractor).

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT IS REQUIRED FOR ANY WORK WITH COST EXCEEDING $2,500.00.**

Signature of Owner/Agent or GC (for Sub-permits): _____

PRINT NAME: _____

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me, **by means of**
☐ physical presence or ☐ online notarization,
this _____ day of _____, 20_____
by _____
Signature of Notary Public _____

PRINT NAME: _____

(SEAL)
Personally known _____

or Produced Identification _____

Signature of Qualifier: _____

PRINT NAME: _____

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me, **by means of**
☐ physical presence or ☐ online notarization,
this _____ day of _____, 20_____
by _____
Signature of Notary Public _____

PRINT NAME: _____

(SEAL)
Personally known _____

or Produced Identification _____

MIAMIBEACH

**Excellence Miami Beach**

**Our Mission**

We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.

**Form Name**

Permit Application.

**Form Purpose**

This form is completed if an owner or developer would like to request **a permit** for a construction or a rehabilitation project within the City of Miami Beach.

**Related Forms**

Please see the Forms' link below.

**Associated Fees**

1. BOA and Upfront Processing Fee.
2. Permit Fees, as applicable based on current **Fee Schedule.**

**Additional Info**

Payments can be made online and at the following locations:

- Online Quick Pay
- **Kiosks/IPads** located at the Building Department, 2nd Floor of City Hall, and at the North Beach Office, 962 Normandy Drive, Miami Beach, FL 33141**.**
- **Cashier's windows,** 1st Floor of City Hall.

**Form Process**

1. Permit Application with BOA payment to be submitted with permit requests in CSS.
2. Plans and required documents to be uploaded in CSS.
3. Plan Review Process, if applicable, is performed and approved by the City.
4. Payment of full permit fees are to be assessed and satisfied.
5. Permit is issued.

**For Progress Status**

You can apply for and check on applications' status via CSS:

- CSS (Citizen Self Service) portal

**For Assistance**

Please contact:

- **Via Telephone:** 305-673-7610, dial 0.
- **Email:** Buildinginfo@miamibeachfl.gov
- **In person:** By Appointment Only
- **Online:** http://www.miamibeachfl.gov/city-hall/building/

**TEMPORARY STRUCTURE PERMIT PACKAGE MUST BE SUBMITTED TWO (2) WEEKS IN ADVANCE.**

The Electrical and Structural Inspections' Approval forms must be **emailed** to the Chiefs **prior** to the special event taking place. Failure to do so will incur in a **$500.00 fine.** ChiefElectrical@miamibeachfl.gov, ChiefStructural@miamibeachfl.gov

The original, signed and sealed inspections reports must be submitted to the Building Department, Administration's Office (buildingadmin@miamibeachfl.gov) to close the corresponding Special Event Permit.

A Construction Cost Affidavit must be submitted with permit applications if job value is more than $5,000 (exceptions: Shop Drawings, Flooring, Fire, Special Events, Portable Toilets, and Total Demolition permits).

Forms: https://www.miamibeachfl.gov/city-hall/building/forms/

**ADA Information**

To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305-604-2489 (voice), 305-673-7524 (fax), or 305-673-7218 (TTY) five (5) days in advance to initiate your request. TYY users may also call 711 (Florida Relay Service).

**553.79 Permits; applications; issuance; inspections.**—

(16) Except as provided in paragraph (e), a building permit for a single-family residential dwelling must be issued within 30 business days after receiving the permit application unless the permit application fails to satisfy the Florida Building Code or the enforcing agency's laws or ordinances.

(a) If a local enforcement agency fails to issue a building permit for a single-family residential dwelling within 30 business days after receiving the permit application, it must reduce the building permit fee by 10 percent for each business day that it fails to meet the deadline. Each 10-percent reduction shall be based on the original amount of the building permit fee.

(b) A local enforcement agency does not have to reduce the building permit fee if it provides written notice to the applicant, by e-mail or United States Postal Service, within 30 business days after receiving the permit application, that specifically states the reasons the permit application fails to satisfy the Florida Building Code or the enforcing agency's laws or ordinances. The written notice must also state that the applicant has 10 business days after receiving the written notice to submit revisions to correct the permit application and that failure to correct the application within 10 business days will result in a denial of the application.

(c) The applicant has 10 business days after receiving the written notice to address the reasons specified by the local enforcement agency and submit revisions to correct the permit application. If the applicant submits revisions within 10 business days after receiving the written notice, the local enforcement agency has 10 business days after receiving such revisions to approve or deny the building permit unless the applicant agrees to a longer period in writing. If the local enforcement agency fails to issue or deny the building permit within 10 business days after receiving the revisions, it must reduce the building permit fee by 20 percent for the first business day that it fails to meet the deadline unless the applicant agrees to a longer period in writing. For each additional business day, but not to exceed 5 business days, that the local enforcement agency fails to meet the deadline, the building permit fee must be reduced by an additional 10 percent. Each reduction shall be based on the original amount of the building permit fee.

(d) If any building permit fees are refunded under this subsection, the surcharges provided in s. 468.631 or s. 553.721 must be recalculated based on the amount of the building permit fees after the refund.

(e) A building permit for a single-family residential dwelling applied for by a contractor licensed in this state on behalf of a property owner who participates in a Community Development Block Grant–Disaster Recovery program administered by the Department of Economic Opportunity must be issued within 15 working days after receipt of the application unless the permit application fails to satisfy the Florida Building Code or the enforcing agency's laws or ordinances.

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**Building Department**
1700 Convention Center Drive, 2nd floor
Miami Beach, Florida 33139
Telephone: 305-673-7610
www.miamibeachfl.gov

# CONSTRUCTION COST AFFIDAVIT

I_____, acting as agent (owner, registered agent, or legal representative) and I (general contractor/ sub-contractor), _____ do hereby attest that the construction costs indicated herein for **Permit Number** _____at property address _____are accurate for this construction project.

**Note:** This affidavit is only required for job values are $5,000 or greater.

## Master Permits:

Building cost (excludes roofing, windows, doors, railings, other, and MEP)$: _____

## Stand alone and sub-permits

Roofing $:_____ Windows/Doors $:_____ Railings $: _____

Electrical $:_____ Mechanical $:_____ Plumbing $: _____

Other $:_____ Description:_____

Under penalties of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.

**Registered Owner/Agent or GC**:_____

Signature of Owner/Agent or GC (for Sub-permits)_____

The foregoing instrument was acknowledged before me, **by means of**

☐ **physical presence or** ☐ **online notarization,**

this_____day of_____,20_____

by_____, who is personally known to me or

who has produced_____
as identification

Notary Public, State of_____

County of_____

_____
Printed Name and Signature

Commission Number:_____

Commission Expires: _____

**Registered Contractor**: _____

Signature of Qualifier: _____

the foregoing instrument was acknowledged before me, **by means of**

☐ **physical presence or** ☐ **online notarization,**

this_____day of_____,20_____

by_____, who is personally known to me or

who has produced _____
as identification.

Notary Public, State of _____

County of _____

_____
Printed Name and Signature

Commission Number:_____

Commission Expires: _____