

## EXPEDITED PLAN REVIEW REQUEST

**REVIEWS ARE DONE ONLY ON SATURDAY AND SUNDAY**

**Review fees must be Pre-paid.** Requests must be submitted Monday - Thursday until 2:00 PM

**Applicant Information:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone No: \_\_\_\_\_ Alt No: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Permit No:** \_\_\_\_\_

**Expedited Plan Review fee is \$250.00 for each trade requested.**

**Requested Reviews:**

- Building
- Electrical
- Floodplain Compliance
- Mechanical
- Plumbing
- Structural
- Other \_\_\_\_\_

\_\_\_\_\_  
**Applicant's Signature**

**Note: All requests must be approved by the Building Official prior to Reviews.**

Office Use Only	
Today's Date: _____	Review's date(s): _____
Invoice No: _____ Amount Due: _____	Ana M. Salgueiro, P.E., _____ Building Official <span style="float: right;">Signature</span>
Notification to customer (date & notes):	

#### 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 305-67-.7218 (TTY) five (5) days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

#### City of Miami Beach 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** Expedited Plan Review Request.
- Form Purpose** To expedite the eligible plans for Review but the request will be limited to the Building Official approval.
- Online Forms** <http://www.miamibeachfl.gov/city-hall/building/permits/permit-forms/>
- Associated Fees** [Fees](#) must be Pre-paid. The Building Department expedited plan review service fee is \$250.00 per trade.
- Form Process** Expedited plan review requests are accepted Monday through Thursday from 8:00 am to 2:00 pm at Building Administration. No requests will be accepted after 2:00 pm on Thursday. NO EXCEPTIONS.
- For Assistance** Please contact:
1. **In person:** Building Department Administration  
1700 Convention Center Drive, 2<sup>nd</sup> Floor,  
Miami Beach, Florida 33139
  2. **Via Telephone:** 305-673-7610, options # 3, then # 5
  3. **Via E-mail:** [BuildingAdmin@miamibeachfl.gov](mailto:BuildingAdmin@miamibeachfl.gov)

#### Building Department Mission

We are dedicated to serving the public by the efficient and effective supervision of construction, business, professional and personal activities to safeguard the public health, safety and general welfare of the City's residents and visitors by enforcing the Florida Building Code and the City Code of Ordinances.