

CHECKLIST OF REQUIRED DOCUMENTS TO DEEM APPLICATION COMPLETE. PLEASE CHECK OFF THE DOCUMENTS BEING SUBMITTED AND UPLOAD THE CHECKLIST

**Building - Commercial Interior Alteration - Single Unit (No Structural, No exterior work)**

**Plan Reviews:** Building Review, Electrical Review, Fire Review, Mechanical Review, Planning Review, Plumbing Review, Public Works Review, Structural Review

**Inspections:** Beams, Building Final, Drywall / Metal Lath, Fire Final, Foundation, Framing, Insulation Certificate, Notice Of Commencement - Certificate, Planning Final, Slab, Sound Proofing/underlayment/coating, Special Inspector Log, Termite Treatment - Certificates

**Drawings:** 1 Set of Digitally or Electronically signed and sealed drawings - See [Online Permitting Resource Center](#) for instructions.

*Drawings include:*

- Architectural Plans to include:
  - Show hallways and adjacent units
  - Provide UL listing for any demising walls
- Life Safety Plans
- Electrical Plans
- Mechanical Plans
- Plumbing Plans
- Fire Protection Plans
- Fire Alarm Plans

**Supporting Documents:**

- Smoke Control (if applicable)
- Heating/Cooling Sizing Load Calculations (AC replaced not an exact changeout)
- Miami Dade County Approval and Documents to include:
  - DERM Air Quality
  - DERM Sewer Capacity Certification Letter (if applicable)
  - WASD Ordinance 89-95 Compliance Form and proof of payment (if applicable)