



# City of Miami Gardens

Development Services - Building Services  
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## SHOP DRAWING REVIEW CHECK LIST

ALL ITEMS MUST BE INCLUDED AND MUST BE COMPLETE & LEGIBLE

### EXTERIOR DOORS, SKYLIGHTS, WINDOWS & GLASS DOORS, GLASS BLOCK (AND MULLIONS)

PROCESS NUMBERS PROVIDED: \_\_\_\_\_

Check off each item being included. All 3 items are required. Do not submit if not complete and legible.

1. A complete application with the total area (sq/ft.) of windows or glass doors being installed. (If the windows are required as part of a "Master Permit" include the Master Permit number on the application).

Note: If all windows, doors, and mullions are impact resistant check here

2. Two (2) copies of elevations indicating the size and location of all windows and doors to be installed, and indicating the mean roof height of the building.

The plans shall include the following:

- Identify the size and "product approval number" of each window/door;
- Identify the "product approval number" and size of all mullions; and
- Indicate the required positive and negative pressure of each window/door being used or
- If tied to a master permit. The permit plans may be submitted if the plan contains the information requested above.

3. Two (2) complete and legible copies of the Miami-Dade Building Code Compliance, "Notice of Acceptance"\* for each window, door or mullion used. If more than one mullion or method of application is covered on the "Notice of Acceptance", highlight or mark the "Notice of Acceptance", identifying the mullion and connection to be used.

*\*In lieu of Approval for Miami-Dade County Building Code Compliance, "Notice of Acceptance"\**

*The product may provide "High Wind Velocity Zone Approval: from the Florida Commission, example attached*

### IMPORTANT

3a. [ ] Applicant must indicate on the approval documents and elevations, which glass type/thickness and which options are to be used, including mullion sizes and type of connection to be used.

3b. [ ] If all windows and doors are to be impact resistant, please indicate it on the elevations or on the plans.

4. [ ] If the windows are replacing existing windows, the new windows must meet the egress requirements in the Florida Building Code for existing building section 601.1 and the safety requirements in NFPA 101.

- Provide two (2) complete sets containing items 2 & 3 (if the permit set is used in lieu of a plan, two (2) copies of item 3 are not required).
- Item 1 is to be included in the office set