



## **City of Miami Gardens Sub-Permit & Shop Drawing Checklist**

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### **Required Permitting Documents and Information: (New Construction)**

On new construction, the cost of the mechanical, electrical and plumbing permits is included with the master permit. You still need to submit applications for each of the three trades as an “over the counter” sub-permit. All other permits are separate and require separate submission, review and fee. For example; windows & doors, roof, fence, etc., (see checklists for required documents and information for each permit type).

### **Required Permitting Documents and Information: (Alteration)**

On alterations, the cost of the mechanical, electrical and plumbing permits is NOT included in the master permit. You still need to submit applications for the three trades as an “over the counter” sub-permit, and pay fees. All other permits are separate and require separate submission, review and fee. For example; windows & doors, roof, fence, etc., (see checklists for required documents and information for each permit type).

### **Required Shop Drawing Documents and Information: (Shop Drawings)**

Shop drawings are not included with any master permit. All shop drawings are separate and require separate submission, review and fee. For example; trusses and bar joists, steel framing, stairs, guards & railings, curbs & stands, etc.

If you have questions on required sub-permits or required submittal documents, please feel free to speak with a permit coordinator.