



CITY OF HOMESTEAD DEVELOPMENT SERVICES
100 CIVIC COURT
HOMESTEAD, FL 33030
(305) 224-4500
FAX. (305) 224-4539

Checklist for

COMMERCIAL ADDITIONS

DEVELOPMENT SERVICES

ALL DOCUMENTS MUST BE SENT ELECTRONICALLY TO

permitsubmittals@cityofhomestead.com

- A complete **Building** permit application – Owner’s and Qualifier’s signature Notarized.
- Contractor’s License and Insurance information must be current
- Construction documents signed, sealed and dated by architect or engineer.
- Current legal survey
- Energy and heat load calculations.
- Structural calculations as applicable.
- Applicant is responsible for submittal to all required outside agencies for approval.
- Notice of Commencement, if applicable for jobs over \$2,500

REVIEW PROCESS

1. All outside agencies as applicable
2. Zoning
3. Electrical, Plumbing, Mechanical
4. Structural
5. Building Official

****Note**** All trades pull their own permits after Building Permit is issued.