

City of Hialeah Building Department
Expedited Processing

The Building Department does not encourage or promote the concept of expedited plan services. This service places a burden on the Building Department and has the potential to discriminate against other applicants. **Expedited services is strictly reserved for extreme or exigent circumstances and at the discretion of the Building Official.**

1. Prior to submitting application and plans a letter requesting this service along with documentation demonstrating hardship must be submitted to the Building Official.
2. Plans that must be reviewed for concurrency or are currently going through concurrency review are **NOT** eligible for expedited services.
3. This service is limited to one application per month per applicant or as determined by the Building Official. Consideration must also be given to the existing volume of expedited applications proceeding through the Building Department at present time.
4. The expedited fee is a surcharge for the service and it is in addition to all other permit fees.
5. The Expedited fee is paid up-front and it's **NON-REFUNDABLE**.
6. Expedited services will be reviewed within 10 business days. **The day of request for expedite does not count.**
7. Plan reworks shall be on expedited status but no specific turnaround time applies, and it only applies for the first two (2) reworks.

By signing I acknowledge I have read and understood the above guidelines and agree to the conditions.

Applicant Name

Signature

Job Address: _____

Process #: _____

ACCOUNT	DESCRIPTION OF SERVICES	FEES (\$)
141.4300.322111	Roofing Expedite	
141.4300.322110	Standard Expedite (trades)	
	Other	
TOTAL BALANCE		\$