

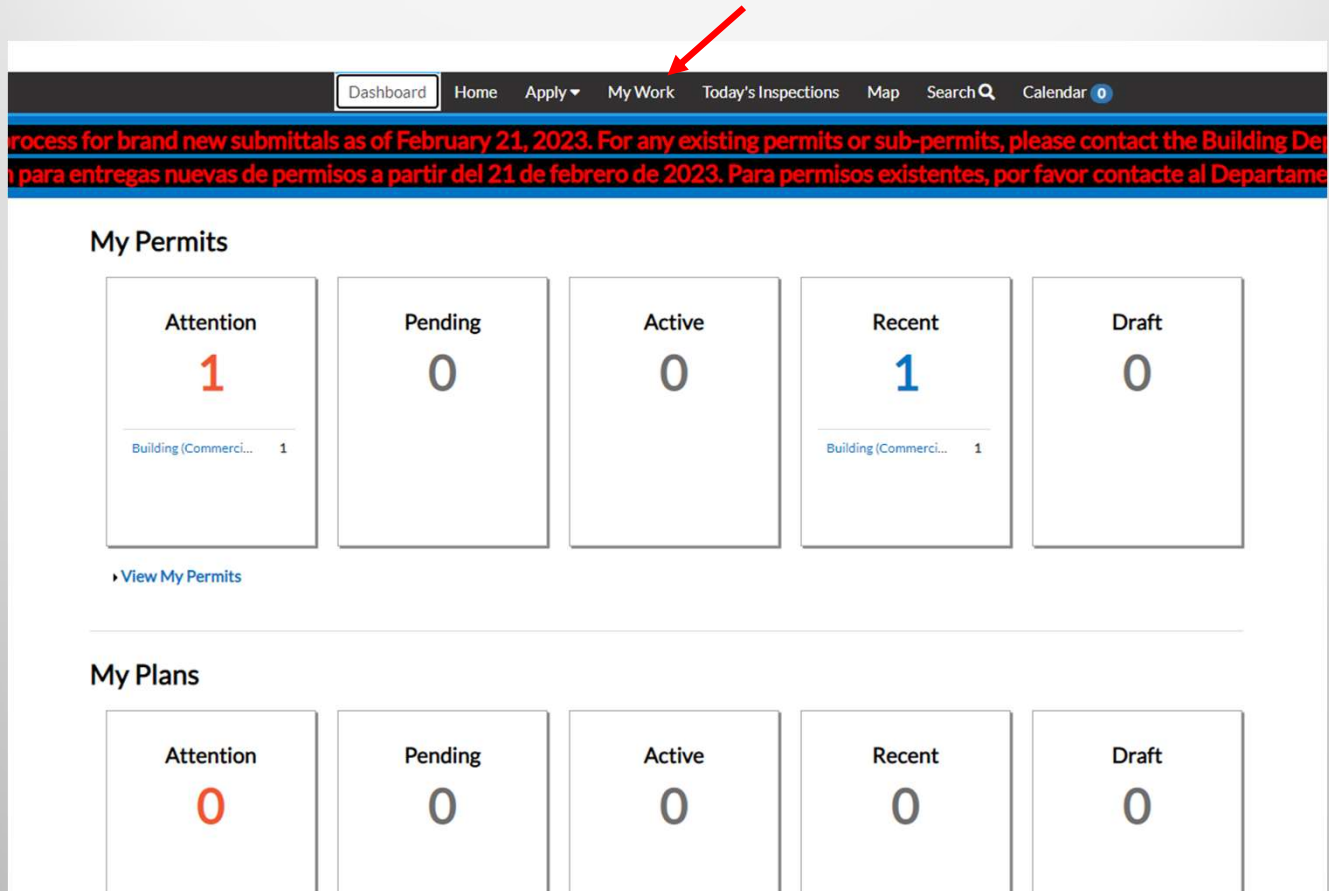
Tyler CSS Instructions

How to:

View review comments and submit rework



Start from your CSS dashboard.
Click on "My Work".



The screenshot shows a web dashboard with a dark navigation bar at the top. The navigation bar contains the following items: "Dashboard" (highlighted with a white box), "Home", "Apply" (with a dropdown arrow), "My Work" (indicated by a red arrow), "Today's Inspections", "Map", "Search" (with a magnifying glass icon), and "Calendar" (with a calendar icon). Below the navigation bar is a red banner with white text: "Process for brand new submittals as of February 21, 2023. For any existing permits or sub-permits, please contact the Building Department for entregas nuevas de permisos a partir del 21 de febrero de 2023. Para permisos existentes, por favor contacte al Departamento de Permisos." Below the banner is a section titled "My Permits" which contains five cards: "Attention" (1), "Pending" (0), "Active" (0), "Recent" (1), and "Draft" (0). The "Attention" and "Recent" cards show a list item: "Building (Commerci... 1". Below the "My Permits" section is a link: "View My Permits". Below that is a section titled "My Plans" which contains five cards: "Attention" (0), "Pending" (0), "Active" (0), "Recent" (0), and "Draft" (0).

Dashboard Home Apply My Work Today's Inspections Map Search Calendar

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My Permits

Attention	Pending	Active	Recent	Draft
1	0	0	1	0

Building (Commerci... 1

Building (Commerci... 1

[View My Permits](#)

My Plans

Attention	Pending	Active	Recent	Draft
0	0	0	0	0

Select "MY PERMITS"
and click on the permit number

Dashboard Home Apply My Work Today's Inspections Map Search Calendar

My Work

MY INVOICES **MY PERMITS**

Search... [Export to Excel](#)

Display All Records Updated In Last 1 Year

Permit Number	Project	Address	Permit Type	Status	State
BLDC-001080-2023		501 PALM AVE Hialeah, FL...	Building (Commercial) - Fence	Denied	Attention, Recent, Pending (Record Not Approved, Resubmit File)

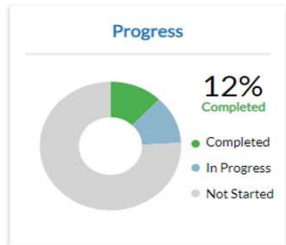
Permit Number: BLDC-001080-2023

Add to Cart

Permit Details | Tab Elements | Main Menu

Type:	Building (Commercial) - Fence	Status:	Denied	Project Name:	
Applied Date:	04/11/2023	Issue Date:			
District:		Expire Date:			
Square Feet:	0.00	Valuation:	\$8,000.00	Finalized Date:	
Description:					

Summary Locations Fees **Reviews** Inspections Attachments 1 Contacts Sub-Records More Info



Workflow

- Confirm application complete - Passed : 04/14/2023
- ZN,BD,FI Review - Started - Scheduled for 05/05/2023**
- Issue Permit
- Create Permit Card
- Holes -
- Foundation -
- Final - Fire -

Available Actions

No Actions

The status of the permit can be found at the top. To see the comments given by the reviewers. Click on "Reviews"

Summary Locations Fees **Reviews** Inspections Attachments 1 Contacts Sub-Records More Info

ZN,BD,FI

Submittal Status	Received Date	Due Date
In Review	04/14/2023	05/05/2023

1 Building • Requires Re-submit • Assigned To Be • Completed : 04/14/2023

Due Date	Completed Date
05/05/2023	04/14/2023

Comment

Please provide the complete NOA package

Once in reviews, the comments can be found when clicking on all the reviews categories in red.

Summary Locations Fees Reviews Inspections **Attachments** Contacts Sub-Records More Info

Attachments | Next Tab | Permit Details | Main Menu

Attachments

Sort Needs Action

At least one file needs to be resubmitted.



Review Files

Fence--Rolling-Gate-Requirements--
Version: 1

Status: Corrections Added

Resubmit Instructions: Please submit complete set of plans

Resubmit



Miami Dade Property Appraiser

Property Search Application -
Miami-Dade County_v1.pdf
Version: 1

Status: Under Review



Permit Application

Permit-Application-PDF_v1.pdf

Version: 1

Status: Under Review

Once ready to submit corrections, select “Attachments”.

The file that gives you the option to resubmit is where you will be placing your corrections.

Click “Resubmit”

Please be advised:

The resubmittal must include entire permit package in one PDF file, including all new and voided pages.

Step 1: Click "Select file"


Resubmit File(s)

1
Resubmit

Resubmit

Review Files Supported: .pdf





Select File

File	Version	Resubmit Instructions
 Fence--Rolling-Gate-Requirements--Detailspdf_v1.pdf	1	Please submit complete set of plans with corrections

Submit

Step 2: Choose PDF file to attach

Name Date modified Type Size

 Paver Installation Detail	2/17/2022 10:33 AM	Adobe Acrobat D...	52
 Permit Application	7/12/2022 10:35 AM	Adobe Acrobat D...	31
 Permit Requirements update 2018-Spanish	9/11/2018 8:14 AM	Adobe Acrobat D...	1
 Resubmittal File	2/17/2022 10:33 AM	Adobe Acrobat D...	21

name: Resubmittal File All Files

Open Cancel

Select File

Include additional new file?

Submit

Step 3: Once PDF is attached –
Click “Submit”

Resubmit

Review Files Cancel

Previous File	New File	Size:
Fence--Rolling-Gate-Requirements--Detailspdf_v1.pdf	Fence--Rolling-Gate-Requirements--Detailspdf.pdf	3.49 MB

Submit

Step 4: You will receive this message
once your file has been uploaded
successfully

Success

The file upload was submitted successfully.

Close