



City of Hialeah Building Department Phased Permit Application

Purpose

After submittal of the appropriate construction documents, the *Building official* is authorized under The Florida Building Code (Section 105.13) to allow construction to commence prior to the issuance of an approved building permit. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder’s own risk with the building operation and without assurance that a permit for the entire building or structure will be granted. Issuance of this permit does not constitute permission to violate the building code and does not provide any guarantee that construction plans will be approved as submitted.

Steps to take

1. Apply for a regular Building Permit (submit plans and any other documents)
2. Obtain DERM approvals
3. Submit Phased Permit application and two sets of plans stamped as “Phased Permit Drawings Only”
4. Post a copy of the approved Phase Permit Application at job site.

NOTE: PHASE PERMIT FEE \$ 1, 500.00

***It is not refundable and is valid for two months ONLY. Fee is not part of the upfront fee and is not applied towards regular permit fees. Under certain circumstances, the building official may authorize, at his discretion, the issuance of an extension for an additional fee of \$ 1, 500.00.

***All contractors must be registered with the City of Hialeah, Building Division, and submit current Worker’s Compensation and Liability Insurance with Phase Permit application.

PROCESS NUMBER: _____ **JOB ADDRESS:** _____

Owner’s Name: _____

Qualifier and Company Name: _____

License #: _____ Phone Number: _____

X _____
Signature of Owner

X _____
Signature of Qualifier

STATE OF FLORIDA, COUNTY OF
Sworn to and subscribed before me this
____ day of _____, 20____.
By _____
Personally Known or ID _____
Notary Signature _____

STATE OF FLORIDA, COUNTY OF
Sworn to and subscribed before me this
____ day of _____, 20____.
By _____
Personally Known or ID _____
Notary Signature _____

Notary Stamp or Seal _____

Notary Stamp or Seal _____

OFFICIAL USE ONLY

Building Official Approval: _____ **Date:** _____
DERM Approval: ____ / ____ / ____