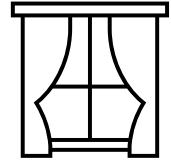




Window & Door Replacement(s)

Permit Submittal Checklist



04/25 v1 BD-19

Minimum Documents Required:

- Permit Application
 - Folio # is required. See Miami Dade County Property Appraiser.
 - Notarized Owner and Contractor signature required.
- Contractor Registration
 - Contractor's current license and insurance documents shall be on file.
 - See "Contractor Registration" at www.cityofdoral.com/building.
- Owner/Builder Affidavit (if applicable)
 - Fee-simple, homesteaded property owners have the right to pull an Owner/Builder permit, up to a certain value.
 - Know your rights! If a contractor pressures you into an owner/builder permit, be alert. Contractors are licensed professionals.
- Miami-Dade County Notice of Acceptance (NOA) or Florida DBPR Product Approval for **each type**.
 - NOA's shall be clearly marked with site-specific conditions for buck attachment, anchoring, etc.
- Floor Plan / Diagram
 - Plan indicating the location of windows and doors to be replaced and room names.
 - Egress windows shall be clearly indicated with sill heights, opening width and height.
 - A window or door schedule (legend) is helpful in organizing this information.
- Notice of Commencement (NOC)
 - NOC is required prior to first inspection for work over \$5000.
- Contractor Signed Window & Door Replacement Inspection Procedures Document.
 - Find at "Documents" on www.cityofdoral.com/building.

Plan Reviews Required: The following disciplines will review the plans for compliance with code.

- Building
- Structural
- Floodplain

APPLY IN PERSON

- All forms shall be signed and sealed by the Design Professional.
- Hard copy documents may add 2-3 business days for scanning and processing.

APPLY ONLINE (CSS)

- Please create a contact in the permitting system at www.cityofdoral.com/permitting.
- Submit using the tutorial videos provided at www.cityofdoral.com/building.
- In the search bar, type Windows/Door. Select **Residential** or **Commercial** as applicable.
 - NOTE: Residential multi-family, multi-story condos and some townhouse communities are considered "commercial" by the Florida Building Code. Reference the legal description on Property Appraiser for "condo".
- All files must be digitally signed by Design Professional.



Important info, forms and links can be found at www.cityofdoral.com/building.

Thank you for submitting your application to the City of Doral Building Department.

We look forward to being able to serve you.

City of Doral Building Department

8401 NW 53rd Terrace, 2nd Floor, Doral, FL 33166 – Tel: (305) 593-6700 – Fax: (305) 593-6614

www.cityofdoral.com/building or www.cityofdoral.com/permitting