



FLORIDA INTERNATIONAL UNIVERSITY
Facilities Management Department
BUILDING CODE ADMINISTRATION

CSC-113, Modesto A. Maidique Campus, Miami FL 33199
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BUILDING PERMIT APPLICATION PACKAGE

1. Page 1 GENERAL INFORMATION/INSTRUCTIONS
2. Page 2 APPLICANT INFORMATION, Contractor Type/License Number/Expiration date
 - Copy of Contractor's License to perform the work, State of Florida, or Miami-Dade County
 - Copy of Insurance Certificates- General Liability, Automobile Liability, Workers Compensation and Employer Liability-indicating the policy carries an endorsement, which names the Florida International Board of Trustees, Florida International University, the State of Florida, the Florida Board of Governors, and their respective trustees, directors, officers, employees and agents listed as additional insured
- PROJECT NAME
- FM NUMBER, obtain from Project Manager
- NAME OF ARCHITECT/ENGINEER, License Number/Expiration date
- Signature of Qualifying Agent (permit holder)
3. Permits issued on basis of an affidavit will require executed Affidavit Letter by Architect/Engineer (along with their Consultants), Affidavit Form will be made available upon request
4. Page 3 SUB-CONTRACTOR(S) LIST/INFORMATION, Contractor Type/License Number/Expiration date
 - Copy of Contractor's License to perform their work, State of Florida, or Miami-Dade County
 - Signature of Qualifying Agent
5. Two sets of signed and sealed Construction Documents (if required).
6. Provide a copy of the State Fire Marshal approval letter/stamped drawings (if required).
7. Asbestos Notification Statement (contained in the body of the building permit)-for renovation or demolition of an existing space/structure.
8. Copy of Hot Work Permit from FIU EHS, prior to commencing work involving welding and torch-cutting, call 305-348-3574.
9. Geo-Technical Report (for new construction or additions).
10. Structural Inspection Plan, per FS 553.79(5) (a), (for Threshold Buildings only).
11. Shoring and/Re-shoring plan (if required).
12. Energy Calculations (per FBC-EC).
13. NPDESP permit from Florida DEP (if required for new construction).
14. Miami-Dade County: WASD approval, Water Supply Allocation (new water service), HRS approval (if required)
15. FIU Space Committee approval (if required).

APPLICABLE CODES AND STANDARDS:

Florida Building Code (B, EB, EC, M, & P), 2010 edition
FACBC (accessibility), 2012 edition
IFGC w/ FL Supplement, 2009 edition
Florida Fire Prevention Code, 2010 edition
National Electric Code, 2008 edition

FLORIDA INTERNATIONAL UNIVERSITY
Facilities Management Department
BUILDING PERMIT APPLICATION

(To be submitted by Project Contractor or Construction Manager)

APPLICANT

Name: _____ Application Date: _____
 Street Address: _____
 Mailing Address: _____
 Phone Number: _____ Fax No.: _____ e-mail: _____
 Contractor Type/License No: _____ Expiration Date: _____
 Qualifying Agent's Name: _____

PROJECT NAME: _____ **FM #:** _____
 FIU Project Manager Name (staff contact person): _____
 Project Location: _____
 Description of Work: _____
 Valuation of Work: \$ _____ Use of Building: _____

TYPE OF WORK (Circle): New Remodeling Addition Renovation
 Repair Alteration Demolition

USE/OCCUPANCY (Circle): Assembly Business Educational Industrial
 High Hazard Institutional Mercantile Residential
 Storage Utility Day Care

Indicate in Boxes Below:

Occupancy Classification		Construction Type (FBC)		Floor Area Gross Sq. Ft.		Building Height (FT)		Alteration Level (FBC)	
FBC Chpt. 3		FBC Chpt. 6		FBC Chpt. 10				FBC-EB Chpt. 6,7,or 8	

ARCHITECT/ENGINEER OF RECORD

Name/Firm: _____
 Street Address: _____
 License Number: _____ Expiration: _____
 Phone Number: _____ Fax No.: _____ e-mail: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction. I acknowledge to have read all four pages of this application package. Review and approval of construction documents by the Building Code Administrator does not relieve the contractor and/or his subcontractors from the responsibility of complying with all applicable codes and standards as adopted by the State, University, or Board of Trustees. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other government entities such as water management districts, state agencies, or federal agencies. The Florida Building Code, 2010 edition, is in effect for this application.

Qualifying Agent's Signature (Permit Holder): _____

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BUILDING PERMIT APPLICATION
SUBCONTRACTOR LIST

PROJECT NAME: _____ **FM #:** _____

SUBCONTRACTOR: _____

Indicate Trade. (Circle One): Elec. Mech. Plumbing Gas Glass/Glazing Roofing
Fire Sprinklers-Alarms Elevator Other: _____

[Roofing requires a separate application (Uniform Roofing Application). Elevator permits are issued by Miami-Dade County]

Street Address: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____ e-mail: _____

Contractor License No: _____ Expiration Date: _____

Qualifying Agent's Name: _____

Qualifying Agent's Signature: _____

SUBCONTRACTOR: _____

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Street Address: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____ e-mail: _____

Contractor License No: _____ Expiration Date: _____

Qualifying Agent's Name: _____

Qualifying Agent's Signature: _____

Make additional copies of this form as needed to list all subcontractors performing work on project.