

CITY OF HOMESTEAD  
DEVELOPMENT SERVICES  
PERMITTING HOURS  
MONDAY – FRIDAY  
7:30 A.M. – 4:30 P.M.



100 CIVIC COURT  
HOMESTEAD, FLORIDA 33030  
T.305.224.4500

## COMMERCIAL NEW AND ADDITIONS CHECKLIST

DEVELOPMENT SERVICES  
ALL DOCUMENTS MUST BE SENT ELECTRONICALLY TO  
[Permits@homesteadfl.gov](mailto:Permits@homesteadfl.gov)

**\*\*Note\*\* All trades pull their own permits after Building Permit is issued.**

- A complete **Building** permit application – Owner’s and Qualifier’s signature Notarized.
- Contractor’s License and Insurance information must be current.
- Construction documents signed, sealed, and dated by architect or engineer.
- Current legal survey
- Energy and heat load calculations.
- Structural calculations as applicable.
- The applicant is responsible for submittal to all required outside agencies for approval.
- Notice of Commencement, if applicable for jobs over \$2,500

### REVIEW PROCESS

1. All outside agencies as applicable
2. Zoning
3. Electrical, Plumbing, Mechanical
4. Structural
5. Building Official

[WWW.HOMESTEADFL.GOV](http://WWW.HOMESTEADFL.GOV)