



PERMIT PROCESS OVERVIEW

Although, Dolphin Mall is located under the jurisdiction of the City of Sweetwater, drawings must still be reviewed by several Miami-Dade County departments. As a result, the permit process is very unique and often times, extremely challenging. ***To aide tenants with this complicated process, Taubman has retained a local Permit Specialist for use by all Tenants. This expediting firm will work directly with each Tenant at no cost to the Tenant in order to facilitate submitting and obtaining the required Construction Permits from the local authorities having jurisdiction. Authorization needs to be given to the Permit Expeditor by each Tenant in order to manage this process. **Please Note: tenant will still responsible for payment of all plan review & permit fees imposed by each authority having jurisdiction.*****

Special Considerations:

1. *An asbestos survey report is required for **ALL** inline spaces. Tenant should arrange to have survey completed by an environmental survey consultant **WHILE** drawings are being prepared. The survey is not required at initial submittal to Sweetwater but must be provided before drawings are submitted to DERM.*
2. *Miami-Dade Fire department requires a conceptual fire sprinkler & fire alarm plan to be included with construction document submittal. Drawings need to show approximate quantity, locations, and types of heads/ devices. Contact AHJ for specific requirements.*
3. *Code Consultants, Inc. (CCI) requires that open ceiling area calculations be shown on the reflected ceiling plan for all submittals. 30% of all ceilings must be open to ensure proper function of mall common smoke evacuation system. See design criteria for additional information.*
4. *All food use tenants (even if reusing existing equipment) will be required to submit to DERM for grease interceptor/trap review as part of the permit process*

Overview:

Drawings must be submitted to the following jurisdictions for review & approval in order to receive your building permit and ultimately commence construction. In all, this process typically takes **4-8 weeks** total for retail tenants and **10-12 weeks** for food use tenants & restaurants.

- City of Sweetwater (<http://cityofsweetwater.fl.gov/building-zoning.html>)
 - Building
 - Mechanical
 - Electrical
 - Plumbing
 - Structural

- CCI Life Safety Engineers (Dave Lewis) davel@codeconsultants.com

- Miami-Dade County (<http://miamidade.gov/wps/portal/Main/home>)
 - Fire
 - Impact Fees
 - DERM (Dept. of Environmental Management)
 - WASA (Water & Sewer)

Submittal Process:

Note: Processes are subject to change. Document is intended for general reference and is only updated on a periodic basis. Tenant shall contact AHJ directly to confirm most current process & requirements.

Step #1:

- Drawings are submitted to Code Consultants, Inc. and the City of Sweetwater **CONCURRENTLY.**
 - City of Sweetwater performs an intake review process which typically takes **1-2 days.**
 - Plans are also submitted to CCI (3rd party life safety review). This review typically takes **2-4 weeks.**
 - Once Code Consultant review is complete and any comments have been addressed sufficiently, CCI will issue an approval letter. This approval is **NOT** needed to submit to Miami-Dade County. However, tenant must obtain CCI approval before Miami-Dade issues their final approval.

Step #2:

- Plans then submitted to Miami-Dade county departments (Fire, Impact Fees, DERM & WASA). Typically, this total process takes **2-4 weeks** for retail tenants and **4-8 weeks** for food use tenants.
 - **NOTE:** The county reviews above are sequential (**NOT CONCURRENT**). Each dept. reviews, then issues comments then routes to the next....etc.

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Step #3:

- Once all Miami-Dade County departments have been approved and County permit fees have been paid, drawings can be routed to City of Sweetwater for review. The City of Sweetwater review process takes approximately **2-4 weeks** total for both retail tenants AND food use tenants
 - **NOTE:** Sweetwater discipline reviews **ARE** concurrent.

Step #4:

- Building permit is issued once all City of Sweetwater disciplines have been approved.

Contacts:

Note: these contacts are subject to change. Tenant shall contact AHJ directly to confirm most current contacts (if required).

City of Sweetwater:

Manny Salazar, Manager, Building and Zoning
305-485-4522
msalazar@cityofsweetwater.fl.gov

Code Consultant, Inc.

Dave Lewis
314-991-2633
davel@codeconsultants.com

Miami-Dade County:

General Information
305-468-5900

Note: you can also track plan review & approval status online via link below:

<http://egvsys.miamidade.gov:1608/WWWSERV/ggvt/BNZAW970.DIA>

Environmental Survey Consultants:

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AirQuest Environmental, Inc.
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