

# MIAMI BEACH BUILDING DEPARTMENT

## Permit Checklist for A/C - Commercial Exact Change Out – OTC (No Duct work)

Plan Reviews

N/A

Inspections\*

Mechanical Underground, Mechanical Rough, and Mechanical Final.

*\*Not all inspections listed may be required.*

**PROJECTS MAY REQUIRE PLANNING BOARD  
APPROVAL PRIOR TO BUILDING PERMIT  
SUBMITTAL.**

For the Planning Department  
Checklist, visit:

[www.tinyurl.com/288e54ba](http://www.tinyurl.com/288e54ba)

For Online Permitting Resources,  
visit: [www.tinyurl.com/2552jdam](http://www.tinyurl.com/2552jdam)

**Required Construction Documents for Submittal:** Digitally or electronically signed and sealed drawings – (Visit the Online Permitting Resource Center link noted above for instructions).

Construction Documents	Department Review
<input type="checkbox"/> N/A	

### Supporting Documents that May be Required:

Construction Documents	Department Review
<input type="checkbox"/> Completed Change Out Form	Permit Intake
<input type="checkbox"/> Equipment A.H.R.I specifications	Mechanical
<input type="checkbox"/> Product Approval/NOA	Mechanical