





IMPORTANT NOTICE FROM THE PERMITTING AND INSPECTION CENTER

Effective June 4, 2021, in addition to offering virtual appointments, design professional may request in-person appointments with plan review staff at the Permitting and Inspection Center to have questions about review comments clarified or to have minor re-works performed. Design professionals can schedule appointments by visiting [MeetQ](#) or calling 786-315-2100.

<u>Design Professional Appointment Day</u>	<u>Plan Review Disciplines Available</u>	<u>Day Scheduling Opens</u>	<u>How to schedule</u>
Monday	Building, Electrical, Roofing, Mechanical, Plumbing, Structural, Zoning, Public Works and Impact fees	Friday	<u>online</u> or by calling 786-315-2100.
Tuesday	Fire	Monday	<u>online</u> or by calling 786-315-2100.
Thursday	DERM and DERM Specialties, DOH, Fire	Wednesday	<u>online</u> or by calling 786-315-2100.

Meetings are not available on Miami-Dade County-observed holidays. If the scheduling day is a holiday, scheduling opens on the previous business day. Example, if Friday is a holiday, scheduling opens Thursday.

Monday and Thursdays Design Professional **appointments can also be conducted in-person, by phone or through Microsoft Teams technology.** If Microsoft Teams is used for the meeting, you will receive an additional invite with the meeting link prior to the appointment. Please see the attached instructions on how to download the Microsoft Teams Application.

- [Microsoft Teams Instructions, English](#) 
- [Microsoft Teams Instructions, Español](#) 

Thank you.