



Instructions for Renewal of Certificate of Use (CU)

Due to the COVID-19 pandemic, some of the steps to renew your CU has changed. Payment must be received no later than September 30, 2020. A zoning inspection needs to be conducted and approved prior to making the payment. If the business has ceased operation, you must notify the department via email: RER-CUINFO@miamidade.gov.

Schedule an inspection by emailing RER-CUINFO@miamidade.gov. Notify staff once your inspection has been approved by emailing the date and result of the inspection and to confirm that payment is ready to be received.

1. Payment can be made [online](#).
2. To pay by mail detach and return the top portion of the statement along with your check or money order (include process number that begins with the letter U on the check or money order) to:
Zoning Permits Section
Department of Regulatory and Economic Resources
11805 SW 26 Street
Miami, FL 33175
3. If the CU is for any type of facility that deals with childcare, a copy of the Florida Department of Children and Families operating license is required. Schools with grades 1-12 are required to submit a current enrollment letter to staff through the email referenced in this notice.

A Certificate of Use is valid for a limited period of time and provided that the use complies with applicable code requirements of Miami-Dade County and there is no change of use; change in business name or ownership; and no enlargement, alteration or expansion in the use or building structure. Such changes would require a new CU to be issued. Violation of the conditions of the CU may result in revocation of the CU and civil penalties in the forms of fines.