



SCOPE OF WORK LIST FOR MINOR REPAIRS

Job Address: _____

Please indicate any of the following trades that are included in the scope of work (**separate permits will be required for Electrical, Plumbing, Mechanical, Roofing and Window related work**). See reverse side for requirements. Approval from the Building Plan Review Supervisor or Building Trade Section Supervisor will be required.

DESCRIPTION OF WORK

BUILDING

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

PLUMBING/GAS

- 6. _____
- 7. _____
- 8. _____

MECHANICAL

- 9. _____
- 10. _____
- 11. _____

ELECTRICAL

- 12. _____
- 13. _____
- 14. _____

ROOFING

- 15. _____
- 16. _____
- 17. _____

LOCATION OF WORK

(Specify where on the property the work will be conducted for each description of work)

Is there a pool on the property? Yes No

If yes, is the safety barrier up? Yes No

Total estimated value of the above repairs

\$ _____

REQUIREMENTS FOR MINOR REPAIRS

Permit applicants are required to submit two sets of construction documents (plans, calculations, and other relevant documentation) as required by the Florida Building Code (FBC 107.1). However, applications for minor repair permits may be submitted with a repair list descriptive of the scope of work in lieu of plans.

Minor Repairs consist of restoring to good or sound condition a part or parts of an existing building for the purpose of its maintenance.

Minor Repairs include patching or restoration of damaged materials, elements, equipment or fixtures for the purpose of maintaining such components in good or sound condition.

Minor Repairs shall not exceed **\$5,000.00** in value of material and labor.

Minor Repairs exclude repair of structural damage, additions, alterations and renovations.

Once submitted a Minor Repair permit and Repair List permit application may be denied if the proposed work exceeds the minor repair criteria. Further, once the permit is issued and upon inspection of the work, the inspector may determine that the scope of work exceeds the minor repair criteria and require a revision to the permit to include the submittal of plans.

Properties that have been damaged as a result of fire and/or properties that are under active enforcement action must first obtain approval from the Enforcement Unit to file a repair permit and be authorized to use a repair list as supporting documents.

Minor repair work performed by the appropriate licensed contractor(s) may be exempt from permit requirement. Please visit <http://www.miamidade.gov/permits/exemptions.asp> for more information.