

# IMPORTANT NOTICE

## ONLINE PETITION TRACKING SYSTEM

Effective **May 20, 2024**, the Special Assessment Districts Division will only be accepting special taxing district or community development district petitions electronically using the Online Petition Tracking System. The Online Petition Tracking System will be a useful tool for petitioners to submit and track their petition status as well as to communicate with the project's assigned engineer online.

To access the Online Petition Tracking System, please visit the Special Assessment Districts [website](#) and proceed to Online Options. New users must create an account using a valid email address. If you are a Miami-Dade County employee, you can log in with your employee email address.

At this time, only documents in PDF format can be submitted through the Online Petition Tracking System. Documents in AutoCad and Word formats will need to be emailed to us at [STDP@miamidade.gov](mailto:STDP@miamidade.gov). Please type in the subject line: Petition Package for Review and the T-plat number, if available. It is important that your email's subject line is correctly addressed in order to ensure your project is not delayed. Additionally, the original Declaration of Covenant and Special Taxing Acknowledgment forms will still be required to be sent to our office either by mail or dropped off in person for recordation with the Clerk of the Court.

If you have any questions, please feel free to contact the Special Assessment Districts Division at 305-375-2702 or via email at [STDP@miamidade.gov](mailto:STDP@miamidade.gov).

