



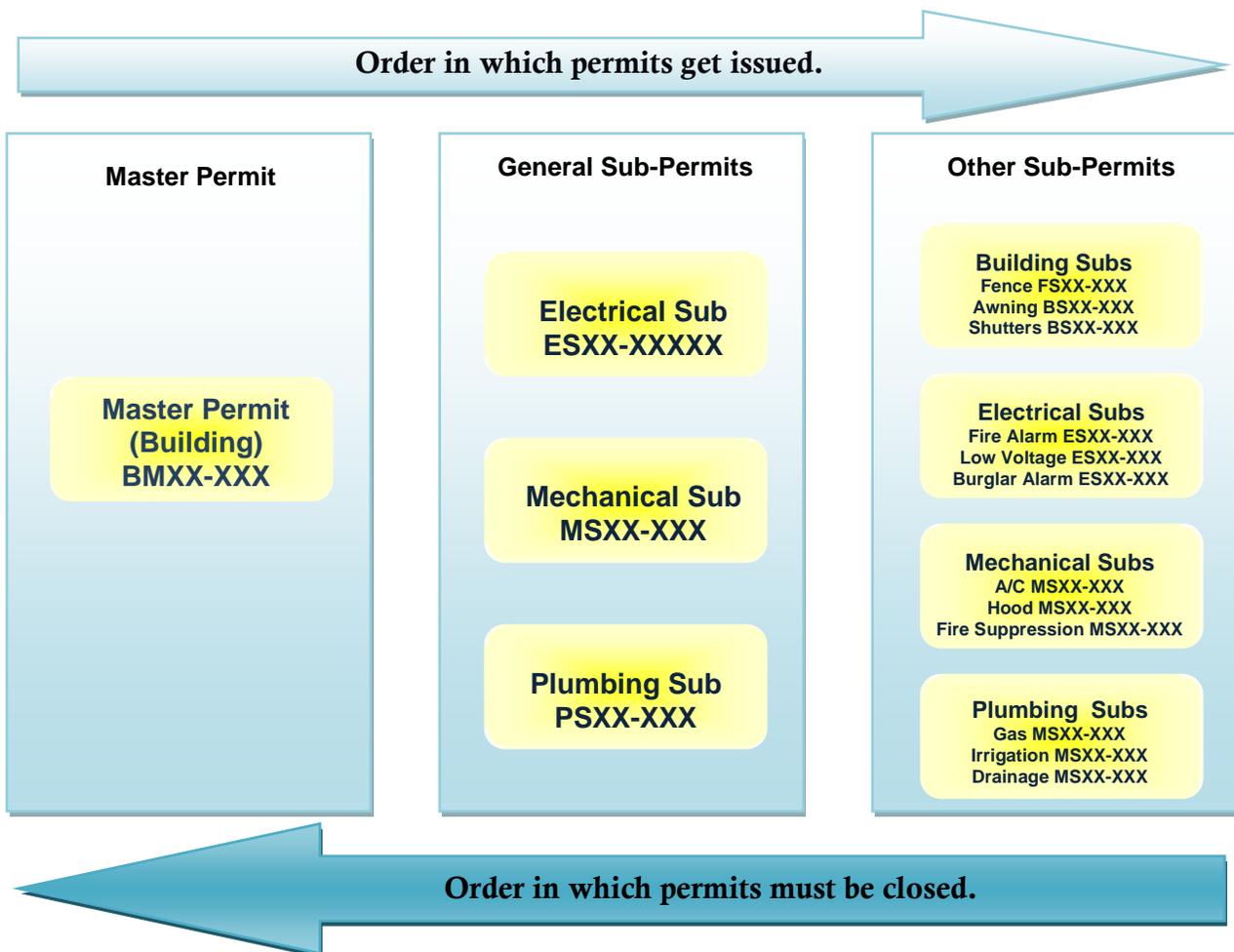
City of North Miami Beach, Florida

BUILDING DEPARTMENT

A Guide to Closing Building Permits

Types of Permits

A **master permit** is the main permit that is issued once the proposed work has been approved by the Building Department. When several disciplines are involved in the permit process, the master permit is generally a *building permit*. The remaining disciplines -- *electrical*, *mechanical* and *plumbing* - are simply general sub-permits attached to the master permit number. In addition, **other sub-permits** may be necessary depending on the scope of work. Below is an example of a project that has multiple types of permits.



Closing Different Types of Permits

If a project requires a combination of different types of permits, all other sub-permits must be finalized before scheduling final inspections for any of the general sub-permits or the master permit. Likewise, all general sub-permits must be finalized before a final inspection is scheduled for the master permit. In other words, for projects with multiple permits, the master permit final is always the last inspection performed in order to complete the project and close the permit.