

Miami-Dade County — Commercial Building Plan Review Checklist



2023 Florida Building Code · Code volume suffixes: Accessibility (Ac) · Building (Bl) · Existing (Ex)

COURTESY REFERENCE

This checklist reproduces the code-requirement categories published by Miami-Dade County's Department of Regulatory and Economic Resources (RER), Permitting and Inspection Center, for commercial building plan review under the 2023 Florida Building Code. Use it as a self-review companion before submittal. Code requirements and county forms are updated periodically — always confirm the current version through the official Miami-Dade RER Plan Review Guidelines page before relying on this checklist for a live submittal. This is a general reference, not a substitute for a project-specific review by a licensed design professional.

HOW TO USE THIS CHECKLIST

Check off each line as your drawing set actually addresses it — not just as you read it. Any box left unchecked when you're ready to submit is a real redline risk. Boxes marked FIELD INTEL flag the categories that generate the most review comments on Miami-Dade submittals, based on standard plan-review practice.

Administration

	Requirement	Code Ref.
☐	Provide complete signed and sealed construction documents	107.1 (Bl)

Occupancy Classification

	Requirement	Code Ref.
☐	Identify building occupancy, single occupancy	302.1 (Bl)
☐	Mixed occupancy	508.1 (Bl)
☐	Incidental uses	509 (Bl)
☐	Accessory occupancies	508.2 (Bl)

FIELD INTEL — MasterBuild PE review notes

Occupancy classification (302.1, 508) is the single foundational decision every other chapter of the review keys off of — fire rating, means of egress, accessibility scope, allowable area, all of it. Misclassifying a mixed-occupancy building at the concept stage cascades into rework across the whole set. Lock the occupancy classification and confirm it against 508's mixed-occupancy rules before any other discipline finalizes their scope.

General Building Limitations

	Requirement	Code Ref.
☐	Type of construction based on allowable building heights and areas per occupancy (area & height modifications, buildings of unlimited area, mixed uses & special provisions)	503, 504 & 506 (B1); Tables 504.3, 504.4, 506.2
☐	Types of construction	602 (B1)
☐	Non-separated occupancies	508.3 (B1)
☐	Allowable height & area increases	504, 506 (B1)
☐	Minimum type of construction permitted	508.3.2 (B1)
☐	Separated occupancies	508.4 (B1)
☐	Allowable height and area increases (separated)	504, 506 (B1)
☐	Allowable building height, area separated occupancies	508.4.2, 508.4.3 (B1)

FIELD INTEL — MasterBuild PE review notes

Allowable height and area (503, 504, 506, Tables 504.3/504.4/506.2) is where the type-of-construction decision and the fire-protection strategy have to agree with each other — a set that assumes sprinkler-based area increases without the fire-protection plan actually committing to full NFPA 13 coverage is a guaranteed comment. Confirm the allowable-area calculation's sprinkler/frontage assumptions match what the fire-protection design actually delivers.

Mezzanines

	Requirement	Code Ref.
☐	Area limitation	505.2.1 (B1)
☐	Egress	505.2.2 (B1)
☐	Openness	505.2.3 (B1)
☐	Equipment platforms	505.3 (B1)

Buildings of Unlimited Area

	Requirement	Code Ref.
☐	Non-sprinklered, one story	507.3 (B1)
☐	Sprinklered, one story	507.4 (B1)
☐	Reduced open space	507.2.1 (B1)
☐	Group A-3 building	507.6, 507.7 (B1)
☐	High-hazard occupancies	507.8, 507.9 (B1)
☐	Aircraft paint hangar	507.10 (B1)
☐	Group E building	507.11 (B1)

Special Provisions

	Requirement	Code Ref.
☐	Special conditions that modify allowable height and areas	510 (B1)
☐	Special requirements based on use and occupancy	401 (B1)

Covered Malls

	Requirement	Code Ref.
☐	Open space	402.1.1 (B1)
☐	Egress	402.8 (B1)
☐	Security grilles	402.8.8 (B1)
☐	Mall width	402.8.1 (B1)
☐	Area & types of construction	402.4.1 (B1)
☐	Fire separations	402.4.2 (B1)
☐	Smoke control	402.7.2 (B1)
☐	Kiosk requirements	402.6.2 (B1)
☐	Play structures	402.6.3 (B1)
☐	Emergency voice/alarm	402.7.4 (B1)

High-Rise Buildings

	Requirement	Code Ref.
☐	Fire-resistance rating reduction	403.2.1 (B1)
☐	Automatic sprinkler system	403.3 (B1)
☐	Emergency systems	403.4 (B1)
☐	Means of egress and evacuation	403.5 (B1)
☐	Elevators	403.6 (B1)

Atriums

	Requirement	Code Ref.
☐	Atrium use	404.2 (B1)
☐	Smoke control	404.5, 404.7 (B1)
☐	Enclosure	404.6 (B1)
☐	Automatic sprinkler protection	404.3 (B1)
☐	Interior finish	404.8 (B1)
☐	Travel distance	404.9 (B1)

Other Special Occupancies

	Requirement	Code Ref.
☐	Underground structures	405 (B1)
☐	Motor vehicle related occupancies	406 (B1)
☐	Group I-2	407 (B1)
☐	Group I-3	408 (B1)
☐	Motion picture projection rooms	409 (B1)

	Requirement	Code Ref.
☐	Stage, platforms and technical production areas	410 (B1)
☐	Special amusement buildings	411 (B1)
☐	Aircraft-related occupancies	412 (B1)
☐	Combustible storage	413 (B1)
☐	Hazardous materials	414 (B1)
☐	Groups H-1, H-2, H-3, H-4, H-5	415 (B1)
☐	Application of flammable finish	416 (B1)
☐	Drying rooms	417 (B1)
☐	Organic coatings manufacturing	418 (B1)
☐	Live/work units	508.5 (B1)
☐	Artificial decorative vegetation	419 (B1)
☐	Groups I-1, R-1, R-2, R-3, R-4	420 (B1)
☐	Hydrogen fuel gas rooms	421 (B1)
☐	Ambulatory care facilities	422 (B1)
☐	Storm shelter	423 (B1)
☐	Play structures	424 (B1)
☐	Hyperbaric facilities	425 (B1)
☐	Combustible dusts, grain processing and storage	426 (B1)
☐	Hospitals	449 (B1)
☐	Nursing homes	450 (B1)
☐	Ambulatory surgical center	451 (B1)
☐	Birthing centers — 452 (B1); state requirements for education facilities	453
☐	Swimming pools and bathing places (public & private)	454 (B1)
☐	Public lodging establishments	455 (B1)
☐	Public food service establishment	456 (B1)
☐	Mental health programs	457 (B1)
☐	Manufactured buildings	458 (B1); 459-469 (see source document's attached last page)

Fire Protection

	Requirement	Code Ref.
☐	Identify construction type	602 (B1)
☐	Combustibility of exterior wall, interior walls, structural frame, floor construction, roof construction	602.2-602.5, 603 (B1)

Fire Rating

	Requirement	Code Ref.
☐	Identify fire rating; indicate rating (R, hours) and fire distance separation (D, ft.) where applicable	Table 601 (B1), Table 705.5 (B1)
☐	Primary structural frame, interior bearing walls, interior nonbearing walls, floor construction, roof construction	rating per Table 601 (B1)
☐	Exterior bearing/nonbearing walls (N/S/E/W)	Table 705.5 (B1)
☐	Fire-rated protection and area limitation of ducts and air transfer openings	705.10, 717 (B1)
☐	Vertical separation of openings, vertical exposure	705.8.5, 705.8.6 (B1)
☐	Required parapets	705.11 (B1)

FIELD INTEL — MasterBuild PE review notes

Fire-distance-separation-based exterior wall rating (Table 705.5) is highly sensitive to the actual property-line distance, and a rating that was correct at schematic design often goes stale after a site-plan revision moves the building footprint. Re-verify the fire distance separation and exterior wall rating against the final, recorded site plan right before submittal, not the earlier concept site plan.

Fire Barriers

	Requirement	Code Ref.
☐	Shaft enclosure	707.3.1, 713.4 (B1)
☐	Interior exit stairways and ramps	707.3.2 (B1)
☐	Enclosures for exit access stairways	707.3.3 (B1)
☐	Exit passageway	707.3.4 (B1)
☐	Horizontal exits/atrium	707.3.5, 707.3.6 (B1)
☐	Incidental use areas	707.3.7 (B1)
☐	Control area occupancies	707.3.8 (B1)
☐	Fire areas in single occupancies	707.3.10 (B1)

FIELD INTEL — MasterBuild PE review notes

Continuity of fire barriers (707) above the ceiling line — through plenum spaces, above suspended ceilings, and up to the underside of a rated floor/roof deck — is the classic gap between what's drawn and what actually gets built, since it's largely invisible after the ceiling goes in. Detail the fire barrier's full vertical extent explicitly in the wall sections, not just at the ceiling grid, so the framing crew can't miss it.

Shafts

	Requirement	Code Ref.
☐	Enclosures	713 (B1)
☐	Construction fire rating	713.2 (B1)

Other Fire-Resistant Construction

	Requirement	Code Ref.
☐	Fire walls	706 (B1)
☐	Fire barriers	707 (B1)
☐	Fire partitions	708 (B1)
☐	Smoke barriers	709 (B1)
☐	Smoke partitions	710 (B1)
☐	Penetrations	714 (B1)
☐	Joints & voids	715 (B1)
☐	Opening protectives	716 (B1)
☐	Concealed spaces	718 (B1)
☐	Thermal and sound insulating materials	720 (B1)
☐	Fire resistivity, prescriptive	721 (B1)
☐	Fire resistivity, calculated	722 (B1)

Interior Finishes

	Requirement	Code Ref.
☐	Flame spread & smoke developed indexes	803.1.1 (B1)
☐	Interior wall and ceiling finish requirement by occupancy	803.1.1 (B1), Table 803.11 (B1)
☐	Interior floor finish	804 (B1)
☐	Combustible materials in Type I and II construction	805 (B1)
☐	Decorative materials and trim	806 (B1)

Means of Egress

	Requirement	Code Ref.
☐	Indicate occupant load	1004, Table 1004.5 (B1)
☐	Egress width per occupant (stairways, corridors, other egress components)	1005, 1011.2, 1020.2, 1021 (B1); refer to calculation worksheet form CB-5
☐	Number of exits & exit configuration	1007 (B1)
☐	Exit signs	1013 (B1)
☐	Illumination	1008, 1025 (B1)
☐	Guards	1015 (B1)
☐	Accessible means of egress	1009 (B1)
☐	Doors	1010.1 (B1)
☐	Special doors/gates/turnstiles	1010.3, 1010.4, 1010.5 (B1)
☐	Door landings, thresholds, arrangements	1010.1.5, 1010.1.6, 1010.1.7 (B1)
☐	Door operation	1010.2 (B1)
☐	Stairways	1011 (B1)

	Requirement	Code Ref.
☐	Handrails	1014 (B1)
☐	Ladders as means of egress	1011.16 (B1)
☐	Ramps	1012 (B1)
☐	Egress through intervening spaces	1016.2 (B1)
☐	Common path of egress travel & exit access travel distance	Tables 1006.2.1, 1006.3.2, 1006.3.3(1), 1006.3.3(2), Table 1017.2 (B1)
☐	Aisles	1018 (B1)
☐	Exit access stairways and ramps	1019 (B1)
☐	Corridors/egress balconies	1020, 1021 (B1)
☐	Dead ends	1020.5 (B1)
☐	Air movement in corridors	1020.6 (B1)
☐	Interior exit stairways and ramps	1023 (B1)
☐	Horizontal exits	1026 (B1)
☐	Exterior exit stairways & ramps	1027 (B1)
☐	Exit discharge	1028 (B1)
☐	Means of egress by occupancy, assembly	1029 (B1)
☐	Emergency escape and rescue	1030 (B1)

FIELD INTEL — MasterBuild PE review notes

Occupant load calculation (1004, Table 1004.5) is the single number that every downstream egress-width, exit-count, and plumbing-fixture calculation depends on, and it's recalculated by hand by the reviewer to check your work — using the wrong occupant-load factor for a given space's actual use (not its generic room name) is the most common root cause of an egress-chapter rejection. Confirm every space uses the occupant-load factor matching its actual function, not a blanket factor across the whole floor plan.

Accessibility — New Construction

	Requirement	Code Ref.
☐	Applicability and general exceptions	201, 203 (Ac)
☐	Building levels	204-243 (Ac)

Accessibility — Existing Buildings

	Requirement	Code Ref.
☐	Removal of architectural barriers	101.2, 202.6 (Ac)
☐	Change of occupancy	Section 1006 (Ex), 605 (Ex)
☐	Repairs, alterations and additions	605, 705, 806, 906 (Ex), 1105, 202 (Ac)
☐	Alterations affecting primary function areas/accessible route	202.4 (Ac)
☐	Historic buildings	202.5 (Ac)

Accessibility — Areas Not Required to Be Accessible

	Requirement	Code Ref.
☐	Building areas	203 (Ac)
☐	Building levels	203 (Ac)
☐	Dwelling and sleeping units	203.8, 202.4 Exc. 1
☐	Structural impracticability	203.15 (Ac)
☐	Disproportionate cost	202.4.1 (Ac)
☐	Ramps	405.2 (Ac) exception & Table 405.2

Accessibility — Facility Access

	Requirement	Code Ref.
☐	Required exterior accessible route	206.2.1, 206.2.2 (Ac)
☐	Changes in level	303 (Ac)
☐	Protruding objects	307 (Ac)
☐	Curb ramps	406 (Ac)
☐	Curb ramp exceptions (in alterations)	406.4 (Ac)
☐	Parking spaces location, number and criteria	208.1, 208.2, 208.3, 502 (Ac)
☐	Passenger loading zone	209, 503 (Ac)
☐	Accessible entrances	206, 402, 403 (Ac)
☐	Accessible means of egress	207, 1009 (B1)
☐	Areas of refuge/area of rescue assistance	1007.6, 1007.7, 1009 (B1), 207 (Ac)
☐	Required interior accessible route	206.2.3-206.7.6 (Ac)
☐	Design criteria	402-410 (Ac)

FIELD INTEL — MasterBuild PE review notes

Accessible parking count, van-accessible stall ratio, and location relative to the accessible entrance (208, 502) are checked against the actual final parking count on the civil site plan, not the architectural concept count — a late change to total parking spaces (very common in South Florida site-plan approval cycles) can silently drop the project below the required accessible-stall ratio. Re-run the accessible parking count any time the total parking count changes, all the way through permit.

Accessibility — Doors & Gates

	Requirement	Code Ref.
☐	Clear width	404.2.3 (Ac)
☐	Direction of swing, separation, access	1010.1.2, 1010.1.8 (B1)
☐	Hardware, closing speed, opening force, automatic & power-assisted	404.2.7, 404.2.8, 404.2.9, 404.3 (Ac)
☐	Door maneuvering clearances	404.2.4 (Ac)
☐	Threshold	404.2.5, 404.3.3 (Ac)

	Requirement	Code Ref.
☐	Change in level	303, 403.4 (Ac)
☐	Protruding objects	307 (Ac)
☐	Required signage	216, 703 (Ac)

Accessibility — Ramps, Lifts, Elevators, Stairs

	Requirement	Code Ref.
☐	Ramp definition, slope, rise, width, exceptions	106.5 (Ac), 405.2, 405.5, 405.6, 406, 405.1 Exc. (Ac)
☐	Ramp landings	405.7 (Ac)
☐	Handrails, guardrails	405.8 (Ac), 1012, 1015 (B1)
☐	Edge protection	405.9 (Ac)
☐	Cross slope, surfaces, wet conditions	405.3, 405.4, 405.10 (Ac)
☐	Platform lifts	206.7, 410 (Ac)
☐	Elevators	206.6, 407, 408, 409 (Ac)
☐	Stairs, where required	210 (Ac)
☐	Treads, risers, nosing	504.2, 504.3, 504.5 (Ac)
☐	Stair handrails	505 (Ac)
☐	Wet conditions	504.7 (Ac)
☐	Stairway width	1011.2 (B1)

Accessibility — Features and Facilities

	Requirement	Code Ref.
☐	Storage & self-service storage facilities	225.2, 225.3 (Ac)
☐	Controls and operating mechanisms	309 (Ac)
☐	Fire alarm systems	215, 702 (Ac)
☐	Detectable warnings	406.8, 705 (Ac)
☐	Building signage	216, 703 (Ac)
☐	Telephones	217, 704 (Ac)
☐	Dining and work surfaces	226, 902 (Ac)
☐	Assembly areas	221, 802 (Ac)
☐	Automated teller machines	220, 707, 811 (Ac)
☐	Dressing, fitting and locker rooms	222, 803 (Ac)
☐	Sales and service counters	227.3, 904.4 (Ac)
☐	Checkout aisles	227.2, 904.3 (Ac)

Accessibility — Sanitary Facilities

	Requirement	Code Ref.
☐	Toilet and bathing rooms	213, 603 (Ac)
☐	Unisex toilet and bathing rooms	213.2.1 (Ac)
☐	Water closets	213.3.2, 604.1 (Ac)
☐	Toilet compartments	604.8 (Ac)
☐	Toilet rooms	603 (Ac)
☐	Urinals	605 (Ac)
☐	Lavatories and mirrors	603.3, 606 (Ac)
☐	Bathtubs	607 (Ac)
☐	Showers	608 (Ac)
☐	Drinking fountains	211, 602 (Ac)
☐	Grab bars	609 (Ac)
☐	Sinks	606 (Ac)

Accessibility — Special Occupancies

	Requirement	Code Ref.
☐	Assistive listening systems	221, 706 (Ac)
☐	Wheelchair spaces	221.2.1.1, 308, 221.2.2, 221.2.3, 221.5-221.9, 802 (Ac)
☐	Companion seats/designated aisle seats	221.3, 221.4 (Ac)
☐	Performance areas	221.7 (Ac)
☐	Dining areas	226, 902 (Ac)
☐	Restaurants and cafeterias	226, 902 (Ac)
☐	Medical care and long-term care facilities	223, 805 (Ac)
☐	Business and mercantile	227 (Ac)
☐	Libraries	225.2.2 (Ac)
☐	Transient lodging, guest rooms	224, 806 (Ac)
☐	Transportation facilities	218, 810 (Ac)
☐	Residential facilities	233, 809 (Ac)
☐	Amusement rides	234, 1002 (Ac)

Interior Environment

	Requirement	Code Ref.
☐	Ventilation	1203 (B1)
☐	Lighting	1205 (B1)
☐	Yards or courts	1206 (B1)
☐	Sound transmission	1207 (B1)

	Requirement	Code Ref.
☐	Interior space dimensions	1208 (B1)
☐	Access to unoccupied spaces	1209 (B1)
☐	Toilet and bathroom finish materials	1210 (B1)

Nonstructural Materials — Glass and Glazing

	Requirement	Code Ref.
☐	Sloped glazing and skylights (excluding 2405.5)	2405 (B1)
☐	Safety glazing	2406 (B1)
☐	Glass veneer	2412 (B1)
☐	Storm shutters / external protective devices	2413 (B1)
☐	Curtain walls	2414 (B1)
☐	Structural glazing systems	2415 (B1)

Nonstructural Materials — Gypsum Board and Plaster

	Requirement	Code Ref.
☐	Gypsum board in showers and water closets	2509 (B1)
☐	Lathing and furring for cement plaster (stucco)	2510 (B1)
☐	Interior plaster	2511 (B1)
☐	Exterior plaster	2512 (B1)
☐	Asbestos removal, storage prohibition	105.3.6, 105.9, 311.3, 462 (B1)

Special Devices and Conditions

	Requirement	Code Ref.
☐	Membrane structures	3102 (B1)
☐	Awnings and canopies/marquees	3105, 3106 (B1)
☐	Telecommunication and broadcast towers	3108 (B1)
☐	Structures seaward of coastal construction line	3109 (B1)
☐	Automatic vehicular gates	3110 (B1)
☐	Solar energy systems	3111 (B1)
☐	Exterior elevated flooring systems	3115 (B1)

SELF-SCORE YOUR SUBMITTAL

Count your checked boxes against the total line items above, category by category. A fully-checked category means your set is ready for that scope. Any category with unchecked boxes is your redline risk list — the exact items a Miami-Dade plan reviewer is most likely to flag first.

Source: Miami-Dade County Department of Regulatory and Economic Resources (RER), Permitting and Inspection Center, 11805 SW 26 Street, Miami, FL 33175-2474 — Commercial Plan Review Guidelines (Building Review). Reproduced as a courtesy reference; confirm the current published version at miamidade.gov before use on an active submittal.



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Found unchecked boxes? Want a second set of eyes before you submit? Request a Proposal.

