



DECEMBER 31 PERMIT CHECK

Florida Building Code, Mechanical, 9th Edition | Fill in before the budget is adopted
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A. CONFIRM THE CLOCK

MANAGER OR DIRECTOR · ONE HOUR · NO DRAWINGS REQUIRED YET

- ☐ **Write down the jurisdiction that actually reviews this building.**
City or county. Not "South Florida."
- ☐ **Ask that office which edition it will apply to an application filed in December 2026, and which in January 2027.**
Write down the name of the person who answered.
- ☐ **If the building is in Miami-Dade's permitting jurisdiction, read the county notice.**
Online applications after 4 p.m. on December 30, 2026 are 9th Edition applications.
- ☐ **Do not borrow Miami-Dade's 4 p.m. cutoff for a Broward city, or the other way around.**
Ask the local office, and ask what local amendments apply.
- ☐ **List every mechanical project you expect to permit between now and June 2027.**
Replacement, reroof that moves units, ventilation renovation, machinery-room work. One line each.

B. SCOPE THE EDITION

ENGINEER OF RECORD · BEFORE THE NUMBER GOES TO THE BOARD

- ☐ **Mark whether the job changes refrigerant safety class.**
If it does, design it to the revised change-of-refrigerant section and to ASHRAE 15, not as a drop-in.
- ☐ **For new high-probability comfort cooling, specify Group A1 or A2L only.**
Require the UL or UL/CSA listing named for that equipment on the submittal.
- ☐ **If there is a machinery room over 1,000 square feet, show two exits.**
If the room serves A2L or B2L refrigerant, show detection, ventilation to ASHRAE 15, and the hot-surface limit.
- ☐ **Call out condensate drain insulation of at least R-3 in unconditioned spaces.**
- ☐ **If the roof hatch is part of the access, show the landing.**
Clear, at least 30 inches deep, same width as the hatch. Not required for Group R-3.
- ☐ **For a school, office, hotel or condominium renovation, rerun ventilation off the 9th Edition table and, for dwelling units, the revised equation.**
Do not reuse the 2023 outside-air number.
- ☐ **State in the proposal that piping gets both a pressure test and a vacuum test, with the record included.**

C. BEFORE THE VOTE

BOARD, OWNER, OR DISTRICT · WITH THE CAPITAL SHEET

- ☐ **If the set can truly be a complete application before the cutoff, say so, and name the date.**
If it cannot, adopt a number drawn to the 9th Edition and stop trying to beat the clock.
- ☐ **Keep the permit alive once it is filed.**
Work has to start and keep moving. A lapsed permit is reissued under the code in force at that time.
- ☐ **Refresh any equipment price older than this summer.**
The August increases are a separate article. A 2024 quote is not a 2027 quote.
- ☐ **Separate the federal VRF date, January 1, 2027, from the code-edition date, December 31, 2026.**
A job can trip one and not the other.
- ☐ **Confirm who owns the equipment, association or unit owner, before the reserve line moves.**
- ☐ **Put this checklist in the meeting packet.**
A verbal "the engineer is aware" does not survive the meeting.

Jurisdiction confirmed by _____ Date _____

Edition we are designing to _____ Complete-application date, if filing under the 8th Edition _____