



City of Miami
BUILDING DEPARTMENT

BUILDING PERMIT

Applicant: **SWIRE BRICKELL KEY HOTEL LTD** Permit Number: **BD25017639001B001**

Contractor: **The BG Group LLC/
Greenberg, Steven** Job Address: **2 ISLAND DR**

Certificate Required: **None** Folio Number: **142070030010**

Additional Property Info: Date Issued: **August/07/2025**

Governing code: **FBC 8th Edition (2023)**

Job Category: **DEMOLITION**

Job Description: **DEMOLITION – PARTIAL
(ATTACHED)**

Estimated Cost: **\$1,000.00**

Total Permit Processing Time: **14 days 0.5 hrs**

Time with Jurisdiction:

Time with Applicant:

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

NOTICE: This card **MUST BE DISPLAYED PROMINENTLY** at the front entrance of the premises (or other location acceptable to the building official) for the duration of the work in progress under this permit.

WARNING TO OWNER:

YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR THE IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, YOU SHOULD CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.



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Building Permit Instructions

LIMITATIONS OF THIS PERMIT: This permit does NOT cover the installation of electrical, Plumbing, Roofing, Boiler, Elevator or Mechanical work. Separate permits must be obtained from the proper sections before starting work involving these installations.

ADDITIONAL PERMITS: The issuance of this permit does not authorize the installation of work such as boilers, pressure vessels, wells, septic tanks, paving, relocating structures, installation of signs, awnings, etc.

MECHANIC'S LIEN LAW: Failure to comply with the mechanic's lien law can result in the property owner paying twice for building improvements. If the cost of this project is \$2,500 or more, you must file a Notice of Commencement (form is attached) with the clerk of county Courts.

CERTIFICATES: If your building requires a Certificate of Occupancy it may NOT be occupied until the Building final inspection is approved, and a certificate is issued.

CONTRACTOR'S RESPONSIBILITIES: Building permits shall expire 180 days from the date of issuance if the work permitted thereunder has not been commenced. Such permit shall also expire if the building or work authorized by such permit is suspended or abandoned for a period of 180 days after work commences or from the date of the last inspection. The permit holder shall be responsible for advancing the progress of the work so as to avoid expiration of this permit. The permit may be kept active by obtaining an approved inspection: note that a partially approved inspection will not suffice. Approved plans must be maintained on the job at all times.

POSTING REQUIREMENT: The permit card must be posted in a conspicuous place at or near the main entrance to the new building (or area of construction) and must be available to the building inspector at all times.

To Schedule Inspections By Telephone:

BUILDING DEPARTMENT **305-416-1100**

Structural & Building inspections
Electrical inspections
Mechanical inspections
Plumbing inspections

CODE COMPLIANCE OFFICE

Zoning inspections - North Office	305-329-4820
Central Office	305-329-4800
SW Office	305-329-4770
SE Office	305-416-2137

FIRE DEPARTMENT **305-416-1600**

PUBLIC WORKS DEPARTMENT **305-416-1200**

NOTE: Inspections will be made on the following workday whenever possible.

NOTICE OF COMMENCEMENT

(A RECORDED COPY MUST BE POSTED ON THE JOB SITE AT THE TIME OF FIRST INSPECTION)

Permit No: _____ Tax Folio No: _____

STATE OF FLORIDA:

COUNTY OF MIAMI-DADE:

THE UNDERSIGNED hereby gives notice that improvements will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

This space is reserved for the recording office.

1. Legal description of the property and street address: _____

2. Description of improvement: _____

3. Owner's name and address: _____

Interest in property: _____

Name and address of fee simple titleholder: _____

4. Contractor's name, address and phone number: _____

5. Surety: (Payment bond required by owner from contractor, if any) _____

6. Lender's name and address: _____

7. Persons within the State of Florida designated by the Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7, Florida Statutes,

Name, address and phone number: _____

8. In addition to himself, Owner designates the following person(s) to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.

Name, address and phone number _____

9. Expiration date of this Notice of Commencement: _____

(The expiration date is 1 year from the date of recording unless a different date is specified)

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13. FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature(s) of Owner(s) or Owner(s)' Authorized Officer/Director/Partner/Manager:

Prepared by: _____ Prepared by: _____

Print Name: _____ Print Name: _____

Title/Office: _____ Title/Office: _____

STATE OF FLORIDA:

COUNTY OF MIAMI-DADE:

The foregoing instrument was acknowledged before me this _____ day of _____ 20____ .
by _____

☐ Individually, or ☐ as _____ for _____

☐ Personally known, or ☐ produced the following type of identification: _____

Signature of Notary Public: _____ Print Name: _____ (SEAL)

VERIFICATION PURSUANT TO SECTION 92.525, FLORIDA STATUTES

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated it are true, to the best of my knowledge and belief.

Signature(s) of Owner(s) or Owner(s)' Authorized Officer/Director/Partner/Manager who signed above:

By: _____ By: _____

This instrument prepared by:

Name: _____

Address: _____

NOTICE OF TERMINATION **(of Notice of Commencement)**

This space is reserved for the recording office.

STATE OF FLORIDA:

COUNTY OF MIAMI-DADE:

The undersigned hereby gives notice that the effective period of that certain Notice of Commencement dated_____, recorded in O.R. Book / Page _____ / _____ of the Public Records of Miami-Dade County, Florida, will terminate; and, in accordance with Section 713.132, Florida Statutes, the following information is provided:

1. The date and recording information for the Notice of Commencement being terminated are as described above, and all information contained therein is hereby expressly incorporated in this NOTICE OF TERMINATION.
2. The Notice of Commencement shall be terminated as of _____, or 30 days from the recording date of this Notice of Termination, whichever date is later.
3. This Notice of Termination applies to:
☐ all the real property subject to the above described Notice of Commencement.
☐ only to the portion of such real property described as:

4. All lienors have been paid in full or prorate in accordance with Section 713.06(4), Florida Statutes.
5. A copy of this notice has been served on the contractor and on each lienor who has given notice, if any.

Owner Signature _____ Owner Signature _____

Print Name _____ Print Name _____

SWORN TO AND SUBSCRIBED before me this _____ day of _____ 20_____.
by _____.

Personally known to me, or produced _____ as identification.

Notary Signature: _____

Print Notary's Name: _____

(SEAL)

Exhibit attached:

- ☐ Contractor's Final Payment Affidavit
- ☐ Property Legal Description
- ☐ Copy of Notice of Commencement

RELEASE OF LIEN AND AFFIDAVIT

1. The undersigned contractor, for an in consideration of the payments of the sum of _____ paid by receipt of which is hereby acknowledged, hereby releases and quit claims to _____, the owner of the hereinafter described property, all liens, lien rights, claims or demands of any kind whatsoever, which the undersigned now has to might have against the building located on, or premises legally described as:

This space is reserved for the recording office.

on account of labor performed and/or materials furnished for the construction of any such improvement on said premises.

2. All labor and materials used by the undersigned in the erection of said improvements have been paid in full, except as follows: _____

3. All lienors furnishing labor, services or materials for said improvements have been paid in full, except as follows: _____

4. This instrument is executed and delivered to the owner in compliance with Chapter 713, Florida Statutes.

5. The undersigned contractor does hereby consent to the payment by the owner of all lienors giving notice and those lienors above named.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____ 20____.

Witnesses:

1. _____ (SEAL)
_____ (Contractor)

2. _____
_____ (President)

STATE OF FLORIDA:

COUNTY OF MIAMI-DADE:

I hereby acknowledge that the statements contained in the foregoing Release of Lien and Affidavit are true and correct. Sworn to and subscribed before me this _____ day of _____, 20____.

Notary Public: _____

Print Notary's Name: _____

My Commission Expires: _____



CONSTRUCTION LIEN LAW FOR OWNERS

Instructions for Executing the Notice of Commencement

WARNING TO OWNER

Florida's Construction Lien Law (Chapter 713, Part One, Florida Statutes) requires the recording with the Clerk of the Courts a Notice of Commencement for real property improvements greater than \$2,500.00. However, it does not apply to the repair or replacement of an existing heating or air conditioning system less than \$7,500.00 in value. This notice must be signed by you, the property owner.

Under Florida law, those who work on your property or provide materials and are not paid, have a right to enforce their claim for payment against your property. This claim is known as a construction lien.

NOTE: If you signed as the Owner's agent, you are responsible for delivering this information to the Owner of the property.

YOU MUST FILE A NOTICE OF COMMENCEMENT

For your protection under the Construction Lien Law and to avoid the possibility of paying twice for improvements to real property, you must record a Notice of Commencement in the Clerk of the Court's Office. You also must provide a certified copy of the recorded document at the construction site. The Notice of Commencement must be signed by you, the owner contracting the improvements, and not by your agent.

The Notice of Commencement form, provided with this information packet, must be completed and recorded within 90 days before starting the work. A copy of the payment bond, if any is required by you and purchased by the contractor, must be attached as part of the Notice of Commencement when recorded.

If improvements described in the Notice of Commencement are not actually started within 90 days after the recording of the Notice, a new Notice of Commencement must be recorded.

You lose your protection under the Construction Lien Law if the payments are made to the contractor after the expiration of the Notice of Commencement. The Notice is good for one year after the recording date or up to the date specified under item nine of the form.

Florida law requires the City of Miami Building Department to be a second source of information concerning the improvements made on real property. The Building Permit application and documents include information on the construction lender and the contractor's surety, if any. This application requires your signature or your agent's, to inform you of the Construction Lien Law.

YOU MUST POST THE NOTICE OF COMMENCEMENT AT THE JOB SITE

By law, the City of Miami Building Department is required to verify at the first inspection, after the building permit is issued, that a certified copy of the recorded Notice of Commencement, with attached bonds if any, is posted at the construction site. Failure to show the inspector a certified copy of the recorded Notice will result in a disapproved inspection, (Florida Statute 713.135(1)(d)).

NOTICE TO OWNER FROM SUBCONTRACTORS AND SUPPLIERS

You may receive a Notice to Owner from subcontractors and material suppliers. This notice advises you that the sender is providing services or materials. Subcontractors and suppliers must serve a Notice to Owner within 45 days of commencing work to preserve their ability to lien your property.

If your address changes from that given in the Notice of Commencement, you should record a corrected Notice reflecting your current address. This is done to help ensure you will receive all notices.

RELEASE OF LIEN FROM CONTRACTOR

Prior to paying the contractor, you need to receive a Release of Lien and Affidavit to the extent of payment from the general contractor. The Release of Lien and Affidavit shall state either that all the subcontractors and suppliers have been paid or list those unpaid and the amount owed. The contractor is required to list on the Release of Lien and Affidavit any subcontractor or supplier that has not been paid. That amount may be withheld from the contractor's pay and paid directly to the subcontractor or suppliers after 10 days written notice to the contractor.

If the balance due to the contractor is not sufficient to pay in full all subcontractors and suppliers listed on the contractor's affidavit, you may wish to consult an attorney.

The general contractor shall furnish a final Release of Lien and Affidavit to the owner indicating all subcontractors and suppliers have been paid at the time he requests final payment. You can rely on the affidavit in making final payment to the general contractor. If you make final payment to the general contractor without obtaining the affidavit, your property can be liened for non-payment if the general contractor fails to pay the subcontractors or suppliers. You should always obtain a Release of Lien and Affidavit from the contractor to the extent of any payments being made.

RELY ON YOUR LENDER FOR COMPLIANCE WITH CONSTRUCTION LIEN LAW

If you have a lender, you may rely on the lender to handle the recording of the Notice of Commencement. Learn more about the Construction Lien Law by contacting an attorney, your lender, or the Florida Department of Agricultural and Consumer Services, Division of Consumer Services.

TO RECORD YOUR DOCUMENTS, GO TO:

Clerk of Courts

Miami-Dade County Recorder, Courthouse East
22 N.W. First Street, 1st Floor, Miami. FL 33128

You can also record the Notice of Commencement by mail. The original Notice should be sent to the County Recorder, P.O. Box 011711, Flagler Station, Miami, Florida 33101. Please make sure the original Notice is signed and notarized. Also, remember to enclose the recording fee (for a single copy) and written instructions for recording and returning a certified copy of the recorded documents. For additional information on fees and recording documents call (305) 275-1155.