



## BUILDING, ZONING AND PLANNING DEPARTMENT

In accordance with the Village Declaration of Emergency regarding the COVID-19 Virus, the Village is executing an abundance of caution for your protection and to keep the community, the Village's employees and you, safe and healthy.

As we continue to respond to this emergency, assessments and decisions are being made on a daily basis.

In response to Mayor Gimenez closures due to a spike in the percent of positive tests and an uptick in hospitalizations, please be advised of the latest modifications to the Building Department.

### **How to apply for a Permit**

- Plan Pick Up and Drop Off is available by **APPOINTMENT ONLY**.
- Consultations with inspectors are also available by **APPOINTMENT ONLY**.
- Click on [Schedule an Appointment with BZP](#). For instructions click on [New User Guide](#).
- Plans will be held 72 hours prior to processing.
- For the status of your permit, visit us [Online](#) to obtain the latest updates, any available comments and/or any additional information required.
- To facilitate and expedite processing, when your permit is ready, a permit clerk will call you to obtain credit card payment over the phone. *Please expect a longer processing time.*

### **How to schedule an Inspection**

- The Building Department is suspending the majority of On-Site Inspections until further notice.
- Most inspections will be conducted remotely using a video call on a smart phone or tablet.
- For the Inspection Procedures click [Here](#)
- Inspection requests are only accepted [Online](#) through our website (Velocity Hall).
- When scheduling an inspection, you must provide an e-mail address and mobile number.
- An inspector will contact you via email to set a day and time.
- For specific questions regarding your inspection, please contact your inspector directly.

- Construction is allowed under strict adherence to [CDC guidance](#).  
Construction workers must wear protective gear consistent with industry standards.

**If you should have any questions, please contact us via phone or email.**

Building Official	Eugenio Santiago	(305) 365-8902	<a href="mailto:esantiago@keybiscayne.fl.gov">esantiago@keybiscayne.fl.gov</a>
Building	Joseph "Pepe" Garcell	(305) 365-8941	<a href="mailto:igarcell@keybiscayne.fl.gov">igarcell@keybiscayne.fl.gov</a>
	George Peon	(305) 365-5508	<a href="mailto:gpeon@keybiscayne.fl.gov">gpeon@keybiscayne.fl.gov</a>
Electrical	Evaristo "Rey" Crucet	(305) 365-8943	<a href="mailto:rcrucet@keybiscayne.fl.gov">rcrucet@keybiscayne.fl.gov</a>
Mechanical	Ron Regula	(305) 365-8944	<a href="mailto:rregula@keybiscayne.fl.gov">rregula@keybiscayne.fl.gov</a>
Plumbing	John Lindgren	(305) 365-8942	<a href="mailto:jlindgren@keybiscayne.fl.gov">jlindgren@keybiscayne.fl.gov</a>
Public Works	Javier Rey Brooks	(305) 365-7562	<a href="mailto:jbrooks@keybiscayne.fl.gov">jbrooks@keybiscayne.fl.gov</a>
Zoning	William "Bill" Fehr	(305) 365-5502	<a href="mailto:wfehr@keybiscayne.fl.gov">wfehr@keybiscayne.fl.gov</a>
<b>Permit Clerks</b>	<b>Isabel Dominguez</b>	<b>(305) 365-5501</b>	<b><a href="mailto:idinguez@keybiscayne.fl.gov">idinguez@keybiscayne.fl.gov</a></b>
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Floodplain	Javier Pena	(305) 365-8916	<a href="mailto:jpena@keybiscayne.fl.gov">jpena@keybiscayne.fl.gov</a>
BTR/Code	Graciela "Chela" Miguel	(305) 365-7563	<a href="mailto:gmiguel@keybiscayne.fl.gov">gmiguel@keybiscayne.fl.gov</a>
Code Enforcement	Dario Gonzalez	(305) 365-7572	<a href="mailto:dgonzalez-code@keybiscayne.fl.gov">dgonzalez-code@keybiscayne.fl.gov</a>

**We appreciate your understanding and thank you in advance for your collaboration during this emergency situation.**