

Key Colony Beach Building Department
Building Application & Inspection Procedure

1. Submit complete application including contract, drawings, NOA's with permit fee for review and approval.
2. Prior to start of work, pick up approved application and post on front of job site.
3. Record NOC prior to 1st Inspection.
4. Call or email to schedule inspection, please allow 24 hours.
5. For Inspection, have paperwork on-site for inspector to review and approve work.
6. For a passed inspection, an approved ticket will be left in permit package. Failed inspections will be notified by ticket and a phone call.