

MIAMI BEACH BUILDING DEPARTMENT

Permit Checklist for Building – Residential Chickee Huts

Plan Reviews

Building-Multiple Trades, Planning

Inspections*

Planning Final, Building Final

*Not all inspections listed may be required.

**PROJECTS MAY REQUIRE PLANNING BOARD
APPROVAL PRIOR TO BUILDING PERMIT
SUBMITTAL.**

For the Planning Department
Checklist, visit:

www.tinyurl.com/288e54ba

For Online Permitting Resources,

visit: www.tinyurl.com/2552jdam

Required Construction Documents for Submittal: Digitally or electronically signed and sealed drawings – (Visit the Online Permitting Resource Center link noted above for instructions).

Construction Documents	Department Review
<input type="checkbox"/> Site Survey Signed & Sealed Topographic/Boundary Survey	Building-Multiple Trades, Fire, Planning
<input type="checkbox"/> Architectural Plans	Building-Multiple Trades, Fire, Planning
<input type="checkbox"/> Structural Plans (if applicable)	Structural
<input type="checkbox"/> Electrical Plans (if applicable)	Electrical
<input type="checkbox"/> Plumbing Plans (if applicable)	Plumbing
<input type="checkbox"/> Tree survey	Urban Forestry Group

* Site Plan must show setbacks, both existing and proposed structures, property lines, lot dimensions, and grade elevation as per survey. It must also include all proposed structures such as fences/walls, accessory buildings, pool, decks, walkways, mechanical equipment, etc. as may be required for scope.

** All elevations must include the following in NGVD values: BFE, Grade, Adjusted Grade, Freeboard (if applicable).

***Review of construction documents may require additional departments

****Plans to include:

1. Detailed and dimensioned section including height measured from Grade

Supporting Documents that May be Required:

Construction Documents	Department Review
<input type="checkbox"/> Structural Calculations	Structural
<input type="checkbox"/> Special Inspector Forms	Structural
<input type="checkbox"/> Tree Disposition (if applicable)	Urban Forestry Group
<input type="checkbox"/> Tree Protection Plan (if applicable)	Urban Forestry Group
<input type="checkbox"/> Approved Tree Permit (if applicable)	Urban Forestry Group, Planning
<input type="checkbox"/> Drainage Calculations Report	Public Works
<input type="checkbox"/> Percolation Test Report	Public Works
<input type="checkbox"/> Declaration of Restrictive Covenant (if applicable)	Planning

Note: No Building Permit is required when the work has no electrical, plumbing or mechanical and the work is performed by natives of the Miccosukee and/or Seminole Indian Tribe of Florida.