

MIAMI BEACH BUILDING DEPARTMENT

Permit Checklist for Building – Commercial Awnings

Plan Reviews

Building-Multiple Trades, Fire, Planning,
Public Works

Inspections*

Notice Of Commencement – Certificate, Rough (In-Progress), Planning Final, Public Works Final, Fire Final, Building Final. (last inspection all others must be approved prior to scheduling).

**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, Public Works
<input type="checkbox"/> Structural Plans	Structural
<input type="checkbox"/> Fire Protection Plans (if applicable)	Fire

** 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).*

**** Clearance height from Ground Finish Floor (Height Minimum = 7'-0")*

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"/> Detailed dimensions of structure	Building, Structural, Planning
<input type="checkbox"/> Public Works - Right of Way Permit (If applicable)	Public Works
<input type="checkbox"/> Declaration of Restrictive Covenant (if applicable)	Planning
<input type="checkbox"/> Proposed materials (type and color) - Fabric must be woven canvas material	Building, Planning, Fire