

# MIAMI BEACH

Planning Department  
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## REQUIRED BY PLANNING FOR REVIEW OF: ELEVATOR COMMERCIAL & RESIDENTIAL NEW / ALTERATION / DEMOLITION

ITEM #	THE FOLLOWING DOCUMENTS MUST BE PROVIDED WITH THE INITIAL APPLICATION SUBMITTAL. NON-COMPLIANCE MAY RESULT IN A FAILED REVIEW.	Required
1	Scope of work detailing the work that will be performed included in plans	X
2	Signed and sealed Architectural plans must be dimensioned and include:	
3	DRB, HPB, BOA recorded order or Determination of Architectural Significance (if applicable) scanned into plans after cover sheet.	X
4	Master Building Permit Number (if applicable)	X
a	Site Plan (with setbacks- existing and proposed, property lines, lot dimensions, grade elevation as per survey). Site plan shall also include all proposed structures such as fences/walls, accessory buildings, pool, decks, walkways, mechanical equipment, etc. as may be required for scope	X
b	Survey: Electronic version of original signed & sealed, dated no more than one year from date of submittal. Survey must provide: BFE, and grade elevation in NGVD or NAVD values, per Section 114-1 of the City Code. (If no sidewalk exists, provide the elevation of the crown of the road) if applicable	X
5	<b>Alteration</b>	
a	Signed and sealed site plan of alteration	X
6	<b>Demolition</b>	
a	Proposed floor plan	X
<b>Notes:</b>		
*	Written narrative with responses are required for resubmittals. Narrative must identify the comment # and Corrected document number, i.e. Comment #1 - Corrected A-5.	X
*	Corrections on resubmittals MUST be clouded	X