

# MIAMI BEACH BUILDING DEPARTMENT



## Permit Checklist for Building – Commercial Carport/Trellis/Pergola

### Plan Reviews

Building-Multiple Trades, Environmental, Fire, Planning, Public Works, Urban Forestry

### Inspections\*

Notice Of Commencement - Certificate, Foundation, Slab, Columns, Beams, Framing, Sheathing, Fire Final, Planning 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/64sdj66m](http://www.tinyurl.com/64sdj66m)

For Online Permitting Resources, visit: [www.tinyurl.com/2552jdam](http://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"/> Architectural Plans	Building-Multiple Trades, Fire, Planning, Public Works
<input type="checkbox"/> Structural Plans	Structural
<input type="checkbox"/> Electrical Plans	Electrical
<input type="checkbox"/> Plumbing plans	Plumbing
<input type="checkbox"/> Mechanical Plans	Mechanical
<input type="checkbox"/> Detailed section showing the height from B.F.E. and grade when located within a required yard or setback area, or measured to highest point of structure from main roof line (if located on roof)	Planning

**CONTINUED .....**

<input type="checkbox"/> Fire Protection Plans	Fire
<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

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

**Supporting Documents that May be Required:**

<b>Construction Documents</b>	<b>Department Review</b>
<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
<input type="checkbox"/> Drainage Calculations Report	Public Works
<input type="checkbox"/> Percolation Test Report	Public Works
<input type="checkbox"/> Public Works – Right of Way Permit (If applicable)	Public Works
<input type="checkbox"/> Line of Sight Study of structures mounted on the roof. Structures should be in an area that screens it from view at street level.	Planning
<input type="checkbox"/> Proposed materials (type and color)	Planning
<input type="checkbox"/> Detailed dimensions of structure	Planning
<input type="checkbox"/> Declaration of Restrictive Covenant (if applicable)	Planning

**Required Additional Agency Approval**

- Miami-Dade County Approval and Documents to include:
  - DERM Air Quality
  - Drainage Well Permit from DERM (if applicable)
  - DERM Sewer Capacity Certification Letter
  - WASD Ordinance 89-95 Compliance Form and proof of payment