

# MIAMI BEACH BUILDING DEPARTMENT



## Permit Checklist for Building – Residential Awnings

### Plan Reviews

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

### Inspections\*

Rough (In-Progress), 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"/> Structural Plans	Structural

\* 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"/> DRB, HPB, BOA recorded order or Determination of Architectural Significance (if applicable) scanned into plans after cover sheet.	Planning
<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
<input type="checkbox"/> Product Approval with specification on installations	Building
<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