MIAMI**BEACH**
BUILDING DEPARTMENT

Permit Checklist for Building – Residential Curtain Walls/Storefronts/Glass Glazing

Plan Reviews
Building-Multiple Trades, Planning

Inspections*

Notice Of Commencement - Certificate, Buck/Anchors, 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**

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
☐ Site Survey Signed & Sealed Topographic/Boundary Survey	Building-Multiple Trades, Planning
☐ Architectural Plans	Building-Multiple Trades, Planning
☐ 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).

***Review of construction documents may require additional departments

Construction Documents	Department Review
☐ Wind Load Calculations	Structural
☐ Special Inspector Forms	Structural
☐ Product Approval with specification on installations	Building-Multiple Trades, Planning
☐ DRB, HPB, BOA recorded order or Determination of Architectural Significance (if applicable) scanned into plans after cover sheet. Check planning checklist for updates	Planning
☐ Photos of windows to be replaced	Planning
☐ HOA letter approving design, color and materials for Doors / Windows, Shutters and Louvers (Multi-family only)	Permit Intake