

MIAMI BEACH BUILDING DEPARTMENT



Permit Checklist for Building – Residential Minor Repair (Less than \$5,000) Repair of an existing permitted item(s)

Plan Reviews
Building-Multiple Trades

Inspections*

Columns, Building Final

**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 |
|---|--|
| <input type="checkbox"/> Site Survey Signed & Sealed Topographic/Boundary Survey | Building-Multiple Trades, Fire, Planning, Public Works |
| <input type="checkbox"/> Structural Plans (If applicable) | 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*

Supporting Documents that May be Required:

| Construction Documents | Department Review |
|--|--------------------------|
| <input type="checkbox"/> Structural Calculations | Structural |
| <input type="checkbox"/> Special Inspector Forms | Structural |