

MIAMI BEACH BUILDING DEPARTMENT



Permit Checklist for Photovoltaic - Commercial Alteration

Plan Reviews

Building-Multiple Trades, Fire, Planning

Inspections*

Electrical Underground, Electrical Rough, Foundation, Electrical Final, Planning Final, Roofing Final, Fire 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
<input type="checkbox"/> Site Survey Signed & Sealed Topographic/Boundary Survey	Building-Multiple Trades, Fire, Planning
<input type="checkbox"/> Architectural Plans	Building-Multiple Trades, Fire, Planning
<input type="checkbox"/> Structural Plans	Structural
<input type="checkbox"/> Electrical Plans	Electrical
<input type="checkbox"/> Life Safety Plans	Building, Fire
<input type="checkbox"/> Plumbing Plans	Plumbing

* 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"/> Roofing Details	Structural
<input type="checkbox"/> Public Works – Right of Way Permit (If applicable)	Public Works
<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

* Provide section/detail measured from finish roof material

** May require Land Use Board approval if visible from ROW

*** For roofing installations, a roofing sub-permit is required