

# MIAMI BEACH

Planning Department  
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## REQUIRED BY PLANNING FOR REVIEW OF: POOL - RESIDENTIAL - COMMERCIAL: ALTERATION, NEW, FINISHING

| ITEM # | THE FOLLOWING DOCUMENTS MUST BE PROVIDED WITH THE INITIAL APPLICATION SUBMITTAL. NON-COMPLIANCE MAY RESULT IN A FAILED REVIEW.   | Required |
|--------|--|----------|
| 1      | Scope of work detailing the work that will be performed included in plans  | X        |
| 2      | DRB, HPB, BOA recorded order or Determination of Architectural Significance (if applicable) scanned into plans after cover sheet.  | X        |
| 3      | Master Building Permit (if applicable)   | X        |
| 4      | Signed and sealed Architectural plans must be dimensioned and include:   | X        |
| a      | Survey: Electronic version of original signed & sealed, dated no more than one year from date of submittal. Survey must provide: BFE, and grade elevation in NGVD or NAVD values, per Section 1.2.1of the City Code. (If no sidewalk exists, provide the elevation of the crown of the road) if applicable | X        |
| b      | Site Plan (with setbacks- existing and proposed, property lines, lot dimensions, Grade as per survey).<br>Site plan shall also include all proposed structures such as fences/walls, accessory buildings, pool, decks, walkways, mechanical equipment, etc.  | X        |
| c      | All proposed mechanical equipment and/or allowable encroachments within required yards shall indicate setbacks and floor elevation. Please refer to Sec. 7.2.2.3 (xii) (5)   | X        |
| d      | All required shaded diagrams and calculations. Open Space calculation for rear yard and side yard (if facing street)   | X        |
| e      | All elevations must include the following in NGVD or NAVD values: BFE, Grade, Adjusted Grade and Freeboard (if applicable)   | X        |
| f      | If located on rooftop, a roof plan must be submitted providing pool setbacks to the edge of roof and total height measured from the main roofline. (Commercial or Multi-family)  | X        |
|        | Provide Screening total height and materials finish, if applicable   | X        |
| g      | Provide pool coping elevation measurement (NGVD or NAVD values).   | X        |
|        |  |          |
| 5      | <b>Signed and sealed Landscape Plans must include:</b><br>Refer to CH 4, DIVISION 2- Tree Preservation and Protection 4.2.2 and 4.2.3 Minimum Landscape Requirem   |          |
| a      | Tree/Vegetation survey prepared by a professional land surveyor.   | X        |
| b      | Tree disposition plan  | X        |
| c      | Landscape plans  | X        |
| d      | Irrigation plans   | X        |
|        |  |          |
|        | <b>NOTE:</b>   |          |
| *      | <b>Written narrative with responses are required for resubmittals. Narrative must identify the comment # and Corrected document number, i.e. Comment #1 - Corrected A-5.</b>   | X        |
| *      | <b>Corrections on resubmittal MUST be clouded</b>  | X        |
| *      | Historic Posting is required if located in a Historic District   | X        |
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