



City of North Miami Beach, Florida

BUILDING DEPARTMENT

WALK-THRU CHECK LIST

Monday thru Friday must sign in between 8 A.M. and 9 A.M.

MANUFACTURED SHEDS

All the following must be provided and up to date for Walk-Thru:

- ____ 1. Building Permit application (Signed and notarized)
- ____ 2. Owners Affidavit signed and notarized
- ____ 3. Contractor License, Occupational License, Liability Insurance and Workman's Compo
OR
Owner Builder - Owner / Contractor Affidavit and copy of Drivers License (*owner must be present for walk-thru on owner builder permit*)
- ____ 4. Signed Contract indicating cost of project. (Signed by both parties – cost to include material and labor.)
- ____ 5. Site plan showing the location of the building.
- ____ 6. All Pre-Fabricated sheds shall have a Department of Business and Professional Regulation (DBPR) approval and insignia.
- ____ 7. A copy of the complete set of drawings of the manufacturer building approved by a certified Third Party Agency. Each drawing shall have the approval stamp bearing the certification number of the Third Party Agency from the Department of Business and Professional Regulations and the signature.
- ____ 8. Foundation plans showing the foundation layout of the structure and the anchor details.
- ____ 9. Structural calculations performed based upon the wind pressures calculated in accordance with the ASCE 7 with a wind velocity of 175 mph, Exposure “C”, and designed as an “Enclosed” Structure.

* Condominium Approval Form required where applicable.