



City of North Miami Beach, Florida

BUILDING DEPARTMENT

PATIO ROOF OVERHANG CHECKLIST

*The City of North Miami Beach requires 2 sets of plans/surveys packaged and stapled together and 1 application and all other forms being submitted for this permit

Required

- Zoning** Two (2) original signed/sealed survey.
Survey shall not be older than two (2) years. Surveys must show all easements and encumbrances. Work being done must be highlighted and have setbacks labeled.
- Structural** (2 Complete sets of plans sealed by Architect/Structural Engineer)
Roofing Application also.
HVHZ Roofing Application (roof addendums)
Soil test + bearing capacity letter
- Building Permit Application (Signed and notarized)
- Owner Affidavit (Signed and notarized)
- Contractors · A copy of all applicable licenses (Competency & Occupational) and original Insurance Certificates for Workman's Comp and General Liability
- Signed contract indicating cost of project (signed by both parties).
- Upfront fee required at time of application.
- Contractors- A Copy of all applicable licenses (Competency & Occupational) original insurance certificates for Workman's Comp and General Liability
- Disclosure Statement - if submitted as on owner/builder application.
- Signed contract indicating cost of project (signed by both parties – cost to include material and labor).
- Upfront fee required at time of application.