



Planning Department 444 SW 2<sup>nd</sup> Avenue, 3<sup>rd</sup> Floor, Miami FL - 33130

# Special Permits Checklist

## Warrant

If you are submitting a request for this application type, the below documents and/or plans are required to be submitted to meet the Planning Department's minimum requirements.

Document Type	Special Notes/Comments	Required/Optional
Warrant Application (Signed by Owner or Owner's representative)	<i>This section is intentionally left blank</i>	Required
Letter of Intent (Signed by Owner or Owner's representative)	<i>This section is intentionally left blank</i>	Required
Notarized Hold Harmless Agreement (Signed by Owner or Owner's representative)	<i>This section is intentionally left blank</i>	Required
Survey with BBL established by PW (Signed and Sealed within one year of application date)	Should applicant not have BBL designated this should not be a reason for rejection rather the Zoning Department should refer to the PW-BBL discipline in ProjectDox.	Required
Vegetation Survey (Signed and Sealed within one year of application date)	If work will impact any on-site trees, including trimming or root-pruning, a recent survey must be provided.	May be required
Latest Microfilm records	Only required for renovations and/or additions	May be required
Signed and Sealed Architectural Plans	A site plan, zoning legend, and floor plan <i>must</i> be provided. Elevations, diagrams, site and context photos, details and material palette of work <i>may</i> be required depending on the application.	Required
Landscape Plans (Signed and Sealed)	<i>This section is intentionally left blank</i>	May be required
Irrigation Plans (Signed and Sealed)	<i>This section is intentionally left blank</i>	May be required
Complete list of all folio number(s) and property address(es) to which the application applies.	PDF Document (Note: If all folios and property addresses have not been submitted with the on-line application, a document detailing all additional folios and property addresses must be provided).	May be required