



City of Miami Gardens Garage/Carport Conversion Permit Checklist

Required Permitting Documents and Information:

- [Notice of Commencement \(NOC\)](#) must be recorded, submitted, and displayed prior to scheduling the first inspection for any non-mechanical project with a job value over \$5,000. It is preferred, but not required, to submit the NOC in advance to not hold up the first inspection request.
- [Building Application](#) – if applicable
- [Electrical Application](#) - if applicable
- [Mechanical Application](#) - if applicable
- [Plumbing Application](#) - if applicable
- [Homeowners Association Affidavit of Awareness](#)
- Property Survey showing flood zone information and existing FFE, Elevations, and Setbacks
- Signed and sealed drawings
- [Special Inspector Form](#)
- DERM approval
- Sub Permits required.
- Shop drawings required.