



CITY OF HOMESTEAD DEVELOPMENT SERVICES
100 CIVIC COURT
HOMESTEAD, FL 33030
(305) 224-4500
FAX. (305) 224-4539

Checklist for

CARPORTS

DEVELOPMENT SERVICES

ALL DOCUMENTS MUST BE SENT ELECTRONICALLY TO

permitsubmittals@cityofhomestead.com

- A complete **Building** permit application – Owner’s and Qualifier’s signature Notarized.
- Contractor’s License and Insurance information up-to-date.
- Owner’s signature on application or “Permit Authorization” authorizing contractor as agent.
- Owner/Builder permit requires proof of ownership, per Miami-Dade County Chapter 10.
- Folio # needed.
- Signed Owner/Builder Affidavit (if owner/builder permit).
- Construction documents indicating the location of the carport, framing details, foundation, etc.
- Current land survey indicating location of carport.
- Association Letter of Approval, if applicable (Courtesy i.e.: Villages, Keys Gate, San Remo, etc.).
- Notice of Commencement, if applicable for jobs over \$2,500 (Required by the first inspection at job site).

REVIEW PROCESS

1. Zoning
2. Electrical, Plumbing, Mechanical (if applicable)
3. Structural
4. Building Official

****NOTE**** All trades pull their own permits after Building Permit is issued.