



# Miami Shores Village

## Building Department

10050 N.E.2nd Avenue  
Miami Shores, Florida 33138  
**Tel:** (305) 795.2204  
**Fax:** (305) 756.8972

### REQUIREMENTS FOR DRIVEWAYS, WALKWAYS & PATIOS

#### Permit application must be accompanied by:

- 2 Copies of survey (no more than 7 years).
- Surveys shall be reviewed and approved by HRS department.**
- If survey is older than 7 years it needs **Survey Affidavit.**
- Show on the 2 copies of the survey location and size where the work will be done.
- If owner is doing the job, owner must fill and notarize **Owner Builders Disclosure form** (This form must be signed and notarized in the building department only).
- On survey provide details and specifications for the project: measurements, scope of work, material to be used & depth of foundation.
- If swale is involved in the project, a right of way affidavit must be signed and notarized by home owner at Village Hall. This affidavit must be recorded at the Miami Dade Clerk of Courts office:  

Miami Dade County Recorder, Courthouse East  
22 NW 1 Street, 1<sup>st</sup> Floor, Miami, FL 33128
- \$500.00 bond is required for the project. Refundable after final inspection.**
- Require inspections: Slab and final.