



Planning Department 444 SW 2nd Avenue, 3rd Floor, Miami FL - 33130

Transfer of Development Rights for Historic Resources Restrictive Covenants Checklist

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 minimum requirements.

Document Type	Special Notes/Comments	Required/Optional
Signed OAS Application	<i>This section is intentionally left blank</i>	Required
Authorized Owner Disclosure	<i>Required if the Owner have not signed the OAS Application</i>	Optional
Signed Letter of Intent (Owner or Owner's Representation)	<i>This section is intentionally left blank</i>	Required
Certificate of Eligibility for the Transfer of Development Rights for Historic Resources	<i>This section is intentionally left blank</i>	Required
Covenant Executed by all Parties	Using the City of Miami approved template, upload as a Microsoft Word document. Click here to download the template.	Required
Signed and Sealed Survey (Site visit no more than 12 months old)	Must include legal description(s), folio no(s), and transect zone(s).	Required
Opinion of Title	Opinion of Title must be from the point of beginning to within ten (10) days of the recording date	Required
Valid authority for signatory	Corporate Resolution and/or valid authority in the Opinion of Title	Required
Joinder	If there are any mortgages on the property, the mortgagees are required to execute a Joinder; not limited to mortgagees	Required
Code and Lien Search	<i>This section is intentionally left blank</i>	Required
Complete list of all folio number(s) and property address(es)	PDF Document (Note: If all folios and property addresses have not been submitted online, please provide supplemental documentation detailing all additional folios and property addresses	Required