

BUILDING CODE DIVISION | BUILDING PERMITTING

2307 West Broward Boulevard • Fort Lauderdale, Florida 33312 • 954-765-4400 • Broward.org/Building

Electrical, Mechanical, and Plumbing Checklists

Electrical Permits

FIRE ALARM

Required documents

- Broward County Uniform Permit application
- (2) sets of plans
- (2) sets of cut sheets

- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

FIRE REPAIR

- Broward County Uniform Permit application
- (2) sets of plans
- (2) sets of cut sheets

- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

SERVICE REPAIR

- Broward County Uniform Permit application
- (2) sets of plans

- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

DIESEL GENERATOR

- Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications
- (2) sets of plans



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- (2) sets of cut sheets
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GAS GENERATOR

- Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications
- (2) sets of plans
- (2) sets of cut sheets
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

SERVICE CHANGE OVERHEAD

- Broward County Uniform Permit application
- (2) sets of plans
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

ELEC LOW VOLTAGE

- Broward County Uniform Permit application and sub-permit applications
- (2) sets of plans
- (2) sets of cut sheets
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ELECTRIC MISCELLANEOUS

- Broward County Uniform Permit application and sub-permit applications
- (2) sets of plans
- (2) sets of cut sheets
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LOW VOLTAGE ALARM LABEL

- Purchase a uniform basic permit label

LOW VOLTAGE FIBER OPTICS

- Broward County Uniform Permit application
- (2) sets of plans
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

Mechanical
A/C REPLACEMENT,
CHANGEOUT

Required Documents

- Broward County Uniform Permit application
- Broward County Uniform Data form for Residential and Light Commercial Air Conditioning Replacements - Board of Rules & Appeals Policy 19-02
- AHRI Certificate - FEC R403.7.1.1
- Signed and Sealed Anchoring Detail or NOA - FMC 301.15



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NEW A/C SYSTEM WITH DUCTS or MECHANICAL FIRE REPAIR

- Broward County Uniform Permit application
- Mechanical plan showing duct routing – FEC R403.1
- Energy compliance report form R405 or R402 – FEC R401.2
- ACCA Manual J or Load Calculations – FEC403.7.1
- AHRI Certificate - FEC R403.7.1.1
- Signed and Sealed Anchoring Detail or NOA - FMC 301.15
- For job values equal to or greater than \$2,500.00 or \$15,000 for A/C repair or replacement, upon issuance of your permit, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

MOBILE HOME A/C HOOK-UP

- Broward County Uniform Permit application
- Include pre-engineered mechanical plans
- Signed and Sealed Anchoring Detail or NOA - FMC 301.15
- For job values equal to or greater than \$2,500.00 or \$15,000 for A/C repair or replacement, upon issuance of your permit, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

FIRE SUPPRESSION-KITCHEN HOOD COMMERCIAL

- Broward County Uniform Permit application
- Engineered mechanical plan – FMC507
- Engineered details and spec's of equipment prescribed – FMC507
- Provide outside air calculations, show on plans duct size and intake location, and discharge detail - FMC 403.2
- Signed and Sealed Anchoring Detail or NOA - FMC 301.15
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MECHANICAL

MISCELLANEOUS- EXHAUST
FANS, RESIDENTIAL KITCHEN
HOODS, DRYER VENTS, ETC.

- Broward County Uniform Permit application
- Provide detail of roof exhaust penetration & venting (roof/wall cap) - FMC 403 (If applicable)
- Signed and Sealed Anchoring Detail or NOA - FMC 301.15 (If applicable)
- For job values equal to or greater than \$2,500.00 or \$15,000 for A/C repair or replacement, upon issuance of your permit, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

Plumbing

BACKFLOW PREVENTER

Required Documents

- Broward County Uniform Permit application depicting complete scope of work
- Site plan/survey for location of device
- identification of backflow preventer
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

FIRE SPRINKLERS

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- drawings depicting scope of work
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WATER AND SEWER HOOK-UP

(routing to all applicable agencies may be required; along with sub-permit applications)

- Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- Site plan/survey
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

LP/NATURAL GAS (routing to all applicable agencies may be required; along with sub-permit applications)

- Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- (2) cut sheets
- Site plan/survey
- Riser diagram
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org



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LAWN SPRINKLERS

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- Site plan/survey
- flat drawing of property depicting all work
- if on a well, need a copy from Department of Health
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

MISCELLANEOUS

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- (2) sets of cut sheets on all new equipment if changing size or type
- Site plan/survey
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

SITE WORK (routing to all applicable agencies may be required; along with sub-permit applications)

- Development and Environmental Review approval certificates (dewatering permit/approval from Surface Water Management). Contact DERPlans@broward.org
- Broward County Uniform Permit application depicting complete scope of work and sub-permit applications
- (2) sets of plans. drawings must show work
- (2) sets of cut sheets/details
- Site plan/survey including locations of all utilities



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SEWER HOOK-UP

- Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans. Drawing must depict new work
- If commercial, need to provide plot survey showing the location of tank
- Site plan/survey
- Riser diagram
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

WATER HEATER (if changing from tank type to tankless, then may need plans/permits for other trades)

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans. Flat drawing showing location of proposed work.
- (2) sets of cut sheets on all new equipment if changing size or type
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WELLS

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans, drawings
- Site plan (for location and type of well)
- flat drawing of property depicting all work
- copy of well permit from Department of Health
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

REPAIR & REPLACE

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- depending on scope of work, the following may apply site plan showing all utilities, and any underground tanks, to building, correlating flat and isometric drawings depicting new and existing work.
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

REMODEL AND REPAIR

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- depending on scope of work, the following may apply: site plan showing all utilities, and any underground tanks, correlating flat and isometric drawings depicting new and existing.
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org