

Broward Municipal Services District (BMSD)

Electronic Permitting User Guide (ePermits)

Broward County Building Code Division holds permitting jurisdiction for properties in Broward Municipal Services District (Unincorporated Broward County).

Please contact Building@broward.org for more [ePermit](#) related questions for Unincorporated Broward County.

The screenshot shows the Broward County ePermits Online portal. At the top is the Broward.org logo with the tagline "Our Best. Nothing Less." and a search bar labeled "Search County Government". Below the header is a navigation menu with links: Home, ePermits Partners, Help Resources, Contacts, and Feedback. The main content area is titled "ePermits Online". On the left, there are buttons for "Sign In" and "Register". The central white box contains a welcome message and instructions: "Welcome to Broward County's ePermits System. Through this Portal, you can currently:" followed by a bullet point: "Access our new and improved **ePermits** system that can be used to apply for a permit, upload plans and documents, and pay fees." It then says: "Please [Register](#) to request access if you are a first time user. Once access is granted you can [Sign In](#) and access ePermits system." Below this, it says: "If you have any questions, Please contact:" followed by three contact points: "Asbestos: asbestoshelp@broward.org", "Development and Environmental Review: DERPlans@broward.org", and "Building Permits: building@broward.org". It also includes "All other Inquiries: ECP@broward.org". The message ends with "Thank you for being a valued customer of Broward County." At the bottom left is the Broward County Florida logo. At the bottom right is a list of links: Broward.org, Feedback, Terms of Use, Accessibility Statement, and Subscribe. A small text "Screen ID: 1000000" is visible in the bottom right corner of the page content area.

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ePermits Online

[Sign In](#)
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Welcome to Broward County's ePermits System. Through this Portal, you can currently:

- Access our new and improved **ePermits** system that can be used to apply for a permit, upload plans and documents, and pay fees.

Please [Register](#) to request access if you are a first time user. Once access is granted you can [Sign In](#) and access ePermits system.

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Building Permits: building@broward.org

All other Inquiries: ECP@broward.org

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Permits not eligible for BMSD ePermits

The following locations are currently not eligible for ePermits:

- Owner-Builder permits
- Fort Lauderdale Airport (FLL). Physical permit package must be submitted to:

4101 Ravenswood Road, Suite 300

Dania Beach, FL 33312

Office Hours: Monday-Friday, 7:30AM-3:30PM

- Interlocal agreement municipalities (i.e., Village of Lazy Lake, Quiet Waters Park, North Lauderdale)
- If the initial submittal was in-person, all subsequent submittals must be in person.
- Plan Review requires physical submittal.

If physical submittal is required, the physical permit package must include completed permit application(s), two sets of plans and supporting documents.

Physical permit application submittals for Unincorporated Broward County are to be submitted to:

Broward County Building Code Division

2307 West Broward Boulevard, Suite 300 (3rd Floor)

Fort Lauderdale, FL 33312

Office Hours: Monday-Friday, 8:00AM-3:30PM



Requirements

- Qualifier's license must be registered with Broward County Building Code Division. Or Qualifier must hold a Broward County Certificate of Competency or eligible business tax receipt.
- Current version of the "Broward County Uniform Permit Application(s)" must be uploaded with supporting documents for all submittals (e.g., Initial submittal, Change of Plans, Change of Contractor, Surveys, subsequent Product Approvals, etc.)
- Permit Application Fee must be paid prior to plan review.
- Insurance requirements: General Liability and Workers Compensation coverage must be current prior to issuance of the permit(s).
- For job values equal to or greater than \$5,000.00 or \$15,000.00 for air conditioner replacement and repairs, a Notice of Commencement must be recorded. **A current certified copy** of the recorded Notice of Commencement must be obtained. A copy must be submitted (building@broward.org) to our building department prior to scheduling the first inspection.
- Required forms: [Forms Building Code and Permits](#)
- Please add noreply@broward.org and building@broward.org to stay current on electronic mail notifications sent from Broward County Building Code Division.



Submitting an ePermit Building Permit application

1. Sign into your ePermit OneStop account with the registered ePermit email: [EPermits - Home](#)

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Sign In

If you already have an account, please enter your email and password.

Email

Password

☐ Keep me signed in

[Forgot your password?](#)

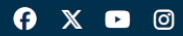
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Don't have an AccessBROWARD Account?
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2. Select "Submit Application".

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Welcome to My Home Page for the Broward County ePermits online application system.

Select from the options on the left to submit a new application or update an existing application.

For instructions, application links, and contact information, click on **Help Resources** at the top of the page.


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3. Select "BCS Master Permit" in the "Plan Review or Permit Type:" drop-down. Read "Terms of Use" and select "I Agree".

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Select an ePermit or ePlan Review

Please select the Permit or Plan Review you are applying for from drop down below:

Plan Review or Permit Type:

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Terms of Use

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S ELECTRONIC SUBMISSION STATEMENT: Under penalty of perjury, I declare that all the information contained in this building permit application is true and correct and that all work will be done in compliance with all applicable laws regulating construction and zoning.


By clicking "I Agree" you agree to the terms of use.

*** BCS Master Permit application only processing for Unincorporated Broward County.**

* Currently only contractors can qualify to apply for a permit online *

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Please note: If there is an “BCS Master Permit Application UNSUBMITTED”, select “My Application Status” and select “BCS Master Permit Application UNSUBMITTED” to use as the new submittal.

⊗ You have an UNSUBMITTED ePermit(s) for BCS Master Permit.
Please select "My Applications Status" under the Manage Application options on the left
and choose a bold UNSUBMITTED BCS Master Permit to continue.

Select an ePermit or ePlan Review

Please select the Permit or Plan Review you are applying for from drop down below:

Plan Review or Permit Type: BCS Master Permit

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Permit Type	ePermit ID	Application Number	Application Status	Created Date	Project Name
BCS Master Permit	UNSUBMITTED			Nov 25, 2025	

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4. Complete the required fields (*) on the online application. When entering the Qualifier's name, enter the last name, only, and select the "Tab" key to select the applicable Qualifier.

The screenshot shows the Broward.org online application portal. The header includes the Broward.org logo with the tagline "Our Best. Nothing Less." and a search bar labeled "Search County Government". The navigation menu contains links for Home, ePermits Partners, Help Resources, Contacts, and Feedback.

The main content area features a breadcrumb trail: Project Information > Location > Related Parties > Document Upload > Sign Application. On the left, there are two vertical menus. The first menu, under "New Application", includes "New Application" and "Submit Application". The second menu, under "Manage Application", includes "My Projects", "My Applications Status", "Follow a Project", "Enter BP/CO Information", "Preview Application Documents", "Update Application", "Sign Application", "Sign and Seal Documents", "Upload Documents", "Add Related Parties", "Pay Fees", and "Sign Out".

The main form area is titled "Project Information" and contains the following fields:

- Parcel ID:** A text input field with a "GO" button. A note indicates "(ie. BCPA Property ID# 504215010130)" and a link to the "BCPA website".
- Master Permit Type:** A dropdown menu currently set to "(None)".
- Permit Information:** A section with several dropdown menus and text input fields:
 - Permit Work Type:** Dropdown menu set to "(None)".
 - Flood Zone:** Dropdown menu set to "(None)".
 - BFE:** Text input field.
 - Floor Area:** Text input field.
 - Job Value:** Text input field with an asterisk (*) indicating it is required.
 - Building Use:** Dropdown menu set to "(None)".
 - Construction Type:** Dropdown menu set to "(None)".
 - Occupancy Group:** Dropdown menu set to "(None)".
 - Present Use:** Dropdown menu set to "(None)".
 - Proposed Use:** Dropdown menu set to "(None)".
 - Description of Work:** Text input field with an asterisk (*) indicating it is required.
- Permit Holder Information:** A section with a text input field for "Qualifier's Name" and a "GO" button. A note below the field says "(Example: Lastname, Firstname)".

At the bottom of the form, there are "Back" and "Next" buttons. The footer of the page includes the Broward.org logo, a list of links (Broward.org, Feedback, Terms of Use, Accessibility Statement, Subscribe), and a small Broward County Sheriff's Office badge in the bottom right corner.

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Parcel ID: * (ie. BCPA Property ID# 504215010130) [BCPA website](#)

Tax Folio No: 0205-45-0010

Job Address: 2601 W BROWARD BLVD

UNINCORPORATED FL 0

Jurisdiction: Unincorporated

Legal Description: BROWARD COUNTY PUBLIC SAFETYCOMPLEX 141-47 BPARCEL A

** If Parcel info above may be incorrect, please contact us at (954) 765-4400 ext. 9815 **

Master Permit Type: *

Permit Information

Permit Work Type:

Flood Zone:

BFE:

Floor Area:

Job Value: *

*** Notice of Commencement must be recorded ***

Building Use: *

Construction Type:

Occupancy Group:

Present Use: *

Proposed Use: *

Description of Work: *

Permit Holder Information

Qualifier's Name: *

(Example: Lastname, Firstname)

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5. Select "Next" to proceed to the next page to enter the Property Owner details and Permit Holder License details. If the Property Owner details are not current, proceed with the submittal process. The permit details will be updated if the ePermit application is accepted.



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Verify the Parcel Address and Owner details and select a License Number

Property Owner Information

Property Owner: BROWARD COUNTY BROWARD CO GOVERNMENTAL CENTER

Owner's Address: * 115 S ANDREWS AVE

City, State and Zip: * FORT LAUDERDALE FL 33301-1801

Phone: (954) 765 - 4400

Email: building@broward.org

Permit Holder License

Qualifier's Name:

* Select a license number or business tax receipt (for scopes of work not requiring a license)

CC Number: (None)


State License: - Certified General Contractor

Business Tax Receipt: (None)

BackNext

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6. Select "Next" to proceed to the next page, if applicable, complete the fields for "Related Parties"

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Contracting Company Information
Contracting Co.:
Company Address:

Architect / Engineer's Information
Architect / Engineer's Name: *
Architect / Engineer's Address: *
City: * State: * Zip: *
Phone: * () - Email: *
Bonding Company Information
Bonding Company Name:
Bonding Company Address:
City: State: Zip:
Fee Simple Titleholder's Information (if other than owner)
Fee Simple Titleholder's Name:
Fee Simple Titleholder's Address:
City: State: Zip:
Mortgage Lender's Information
Mortgage Lender's Name:
Mortgage Lender's Address:
City: State: Zip:


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Signed In As: BUILDING_FB884D78

Screen ID: 23754010



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7. Select "Next" to proceed to the next page to upload the applicable documents for the scope of work (permit type). Please note at least one uploaded document must be selected as a "Supplemental Document" for the "Document Type".

If you are unable to upload documents, please email building@broward.org

Upload Documents

Project Name:

0205-45-0010

Type:

BCS Master Permit

- Upload of Environmental Review Approval Certificate:
Plans that require review from Engineering, Development and Environmental Review, Asbestos.
- * **Notice of Commencement must be recorded and upload recorded document.**

Uploading New Documents

1. Click the "+ Upload Files" button to select files you wish to upload from your computer. Alternatively, you can drag and drop your files into the designated upload area on the screen.

2. In the document type drop-down field, you must select at least one document type. Example: "Electrical, Plumbing".

3. Permit Application is mandatory.

+ Upload Files

File Name

Document Type

Comments

Drop Files Here

Back

Next

8. Email confirmation will be sent to the applicant. If the ePermit application is accepted, Building Code Staff (@broward.org) will reply with an email to pay the Permit Application

The logo of the Broward County Building Department, featuring a circular seal with the text "BROWARD COUNTY" and "FLORIDA" around the perimeter, and a central emblem.

fee or Initial Plan Review fees (if applicable) and the master permit application number (i.e., 25-00000).

If the ePermit application is not accepted, Building Code Staff will reply with the rejection reason

For your convenience, outstanding fees can be paid online clicking [here](#)

Note: Plan review comments can be tracked by clicking [here](#) .

Corrections

Notification will be sent from noreply@broward.org if the plan review is approved or rejected.

This is an automatically generated email from Building Code Division about your Permit 24-00 , please do not respond.



noreply@broward.org

To ○

○ Building

Subsequent Plan Review fees can be paid online: [BCS - Search for Permit](#)

IMPORTANT:

If corrections are required, the document that will be replaced with the correction MUST have the same document name as the document that requires corrections (Plan Review comments)

Approvals

Notification will be sent from noreply@broward.org if the plan review is approved. This notification will include the online payment [link](#).

Permits will not be issued until the permit fees are paid.

This is an automatically generated email from Building Code Division about your Permit 24-00 , please do not respond.



noreply@broward.org

To ○

○ Building






Revisions (Change of Plans)

For revisions, ePermit renewal/extension requests, ePermit cancellation requests, Change of Contractor requests, select "Revision" once logged into your ePermit account:



1. For issued ePermits, for "Permit Work Type", select "Revision" and enter the building permit number (e.g. 25-00000).



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Parcel ID: * (ie. BCPA Property ID# 504215010130) [BCPA website](#)

Tax Folio No: 0205-45-0010

Job Address: 2601 W BROWARD BLVD
UNINCORPORATED FL 0

Jurisdiction: Unincorporated

Legal Description: BROWARD COUNTY PUBLIC SAFETYCOMPLEX 141-47 BPARCEL A

** If Parcel info above may be incorrect, please contact us at (954) 765-4400 ext. 9815 **

Master Permit Type: *

Permit Information

Permit Work Type:

Permit Number: *

Flood Zone:

BFE:

Floor Area:

Job Value: * * **Notice of Commencement must be recorded ***

Building Use: *

Construction Type:

Occupancy Group:

Present Use: *

Proposed Use: *

Description of Work: *

Permit Holder Information

Qualifier's Name:



Permit Statuses

- Submitted – ePermit application was received and under review.
- Plan Review – documents under applicable trade review.
- Waiting for Customer – Plan Review was rejected, and comments need to be addressed.
- Customer has Plans – ePermit document(s) was not accepted and is pending correction in ePermit User account. Physical pickup is not required for ePermits
- Closed – Plan Review approved and completed.
- Reviews Complete – Plan Review has been approved, and pricing is pending.
- Pending or Waiting for Payment – Payment required. Please see attached Fee Statement for outstanding fees. For your convenience, outstanding fees can be paid online by clicking [here](#).
- Ready to Issue – completed permit application is required for the sub-permit prior to pricing and issuance.
- Permit Issued – the permit is issued.
- Permit Final – Approved Inspections performed, and sub-permit is closed.
- Completed – Master Permit is closed.

Schedule Inspections

After the permit is issued, inspections can be scheduled online: [BCS - Request Inspection](#). A Phone Access Code is required. The Phone Access Code is located on the Fee Statement. Please see the example below.

Building Code Division

2307 West Broward Boulevard | Suite 300 ~ Fort Lauderdale, FL 33312 ~ Phone 954-765-4400

Permit Number:

Processed Date: 08/26/2025

Job Id: 79828491

Permit Type: P002: PLBG: SEWER HOOK-UP Primary



Phone Access Code: 3816264

CALL 954-497-1320 to schedule inspection

Do not let your permit expire: [Building Permits Permit Renewal](#)

