



Public Works and Environmental Services Department

BUILDING CODE DIVISION | BUILDING PERMITTING

2307 West Broward Boulevard, Suite #300 • Fort Lauderdale, Florida 33312 • 954-765-4400 • Broward.org/Building

Building Permit Application Checklist

1. ASRB: BLDG-RECREATIONAL, SOCIAL, AMUSEMENT

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ Sub Permit Applications as required
- ☐ Notice of Commencement (certified copy) (certified copy)

2. MP Type: BACT: BLDG-AWNINGS, CANOPIES, TENTS

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ Sub Permit Applications as required
- ☐ Notice Commencement (certified copy)

3.MP Type: BKIT: BLDG-KITCHEN REMODEL

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ 2 Sets of Plans
- ☐ Notice of Commencement (certified copy) (certified copy)
- ☐ Sub Permit Applications as required

4. Type: BLDG: FOUNDATION

- ☐ Permit Application
- ☐ 2 Copies Survey
- ☐ 2 Sets of Plans
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ 2 Geotechnical Reports or Engineers Soil Statements



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- ☐ Pile foundations require Inspection Plan prepared by designer of record.
- ☐ Pile foundations require Special Inspector Form to be completed by special inspector and signed by owner and contractor.
- ☐ Notice of Commencement (certified copy) (certified copy)
- ☐ Sub Permit Applications as required

5. Type: BLDG: CONCRETE RESTORATION

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ Notice of Commencement (certified copy)
- ☐ Special Inspectors Form
- ☐ Zoning, Development and Environmental Section (DER) Approval

6. Type: BLDG: ACCESSORY BUILDING

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Notice of Commencement (certified copy)
- ☐ Sub Permit Applications as required

7. Type: BLDG: DUMPSTER ENCLOSURE

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Notice of Commencement (certified copy)
- ☐ Sub Permit Applications as required



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8. Type: BLDG: STRUCTURAL MISCELLANEOUS

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Notice of Commencement (certified copy)
- ☐ Sub Permit Applications as required

9. Type: CADD: BLDG-COMMERCIAL ADDITIONS

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Notice of Commencement (certified copy)
- ☐ Sub Permit Applications as required

10.Type: CALT: BLDG-COMMERCIAL INT. PARTITIONS/ALTER

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Development and Environmental Section (DER) Approval
- ☐ Notice of Commencement (certified copy)
- ☐ Sub Permit Applications as required

11. Type: CARN: BLDG-AMUSEMENT, CARNIVAL, REVIVAL, CIRCUSES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ 2 Sets of Plans
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12. Type: CHCH: BLDG-CHURCHES, TEMPLES, SYNAGOGUES



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- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Notice of Commencement (certified copy)
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Sub Permit Applications as required

13. Type: CRARR (COMMERCIAL REMODEL & REPAIR)

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Notice of Commencement (certified copy)
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Sub Permit Applications as required

14. Type: DEM1: BLDG-DEMOLITION - 1 FAMILY BUILDINGS

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Notice of Commencement (certified copy), Zoning, Development and Environmental Section (DER) Approval
- ☐ Sub Permit Applications as required

15. Type: DISH: BLDG-SATELLITE DISH AND ANTENNA

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

16. Type: DORM: BLDG-DORMS, FRAT/ROOMING/BOARDING HOUSES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys



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- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

17. Type: DPLX: BLDG-RESIDENTIAL - DUPLEX

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

18. Type: DWRE: BLDG - WINDOW / DOOR REPLACEMENT

- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Broward County Uniform Retrofit Window and Door Schedule
- ☐ 2 Copies State or Dade County Product N.O.A.'s
- ☐ Notice of Commencement (certified copy)

19. Type: ENCL: BLDG-ENCLOSURE OF CARPORTS, PATIOS, ETC.



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- ☐ Permit Application
- ☐ 2 Sets of Plans
- ☐ 2 Copies of Survey
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Broward County Uniform Retrofit Window and Door Schedule
- ☐ 2 Copies State or Dade County Product N.O.A.'s
- ☐ Sub Permit Applications as required
- ☐ Notice of Commencement (certified copy)

20. Type: FENC: BLDG-FENCES, WALLS, AND DOCKS

- ☐ Permit Application
- ☐ 2 Copies of Survey
- ☐ 2 Sets of Plans
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Sub Permit Applications as required
- ☐ Notice of Commencement (certified copy)

21.Type: FIRE: BLDG-FIRE REPAIR

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ 2 Sets Signed/Sealed Structural Engineers Forensic Report
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
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22.Type: GSRG: BLDG-GAS STATIONS AND REPAIR GARAGES



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- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications
- ☐ Recorded Notice of Commencement (certified copy)

23.Type: HOTEL: BLDG-HOTELS AND MOTELS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

24.Type: HSMV: BLDG-HOUSE MOVING

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ DOT and/or FDOT Approval
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ Sub Permit Applications as required



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25.Type: INDS: BLDG-INDUSTRIAL PLANTS AND FACTORIES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

26.Type: M/H: MOBILE HOMES

- ☐ Mobile Home Park Approval
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ Permit Application
- ☐ 2 Sets Survey
- ☐ 2 Sets Plans
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

27.Type: MADD: MOBILE HOME ADDITIONS

- ☐ Mobile Home Park Approval
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ Permit Application
- ☐ 2 Sets Survey
- ☐ 2 Sets Plans
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28.Type: MNFB: BLDG-OFFICE/SALES TRAILERS-MANUFACTURED BLDGS

- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ Permit Application
- ☐ 2 Sets Survey
- ☐ 2 Sets Plans
- ☐ Sub Permit Applications as required

29.Type: MR3: BLDG-RESIDENTIAL - 3 OR 4 FAMILIES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

30.Type: MR3: BLDG-RESIDENTIAL - 3 OR 4 FAMILIES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations



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- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

31.Type: NRES: BLDG-OTHER NON-RESIDENTIAL BUILDINGS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

32.Type: OFFC: BLDG-OFFICES, BANKS & PROFESSIONAL BLDGS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations



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- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

33.Type: PARK: PARKING GARAGE

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

34.Type: RARR: BLDG-RESIDENTIAL - ALTER, REMODEL/REPAIR

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Plans Signed /Sealed
- ☐ 2 Sets Survey
- ☐ Broward County Uniform Retrofit Window and Door Schedule
- ☐ 2 Sets State or Dade County Product N.O.A.'s
- ☐ Sub Permit Applications as required
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35.Type: RERF: BLDG-RE-ROOF COMMERCIAL

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Standard Roofing Application Packets
- ☐ 2 Sets Product Approvals (N.O.A.'s)
- ☐ Recorded Notice of Commencement (certified copy)

36.Type: RESA: BLDG-RESIDENTIAL - ADDITIONS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Survey
- ☐ 2 Sets Plans
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

37.Type: RESC: BLDG-RESIDENTIAL - CARPORTS AND GARAGES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Plans
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

38.Type: RFRP: ROOF REPAIR

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Standard Roofing Application Packets
- ☐ 2 Sets Product Approvals (N.O.A.'s)
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39.Type: RHAB: BLDG-RESIDENTIAL - REHAB



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- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval
- ☐ Health Department Approval
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

40.Type: RRRF: BLDG-RE-ROOF RESIDENTIAL

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Standard Roofing Application Packets
- ☐ 2 Sets State or Dade County Product Approvals (N.O.A.'s)
- ☐ Recorded Notice of Commencement (certified copy)

41.Type: SFR: BLDG-RESIDENTIAL - SINGLE FAMILY

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
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42.Type: SFRA: BLDG-RESIDENTIAL - TOWNHOUSES AND VILLAS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

43.Type: SHED: BLDG-SHEDS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets of Survey
- ☐ 2 Sets State or Dade County Product Approvals (N.O.A.'s)
- ☐ Recorded Notice of Commencement (certified copy)

44.Type: SHUT: BLDG-SHUTTERS, PANELS

- ☐ Permit Application
- ☐ 2 Sets of Survey
- ☐ 2 Sets State or Dade County Product Approvals (N.O.A.'s)
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45.Type: SIGN: SIGNS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets of Plans Signed and Sealed
- ☐ 2 Sets of Survey
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

46.Type: SLAB: BLDG-SLABS, DRIVEWAYS, PARKING AND DECKS

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets of Plans Signed and Sealed
- ☐ 2 Sets of Survey
- ☐ Recorded Notice of Commencement (certified copy)

47.Type: SOLAR SYSTEM

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets of Plans Signed and Sealed
- ☐ 2 Sets of Survey
- ☐ 2 Sets State or Dade County Product Approvals (N.O.A.'s)
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

48.Type: STCS: BLDG-STORES, RESTAURANTS, CUSTOMER SRVC

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record



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- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door 2 Sets State or Dade County Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)

49.Type: V001: ELEVATOR

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ Elevator Section Approval
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ Sub Permit Applications as required

50.Type: WRHS: BLDG-WAREHOUSES

- ☐ Permit Application
- ☐ Zoning, Development and Environmental Section (DER) Approval,
- ☐ 2 Sets Surveys
- ☐ 2 Sets Signed/Sealed Plans
- ☐ 2 Sets Truss Engineering approved by Designer of Record
- ☐ 2 Sets Soil Conditions Report
- ☐ 2 Sets Energy Calculations
- ☐ 2 Sets Signed/Sealed Structural Calculations
- ☐ 2 Sets Window and Door Product Approvals (N.O.A.'s)
- ☐ Special Inspectors Form
- ☐ Sub Permit Applications as required
- ☐ Recorded Notice of Commencement (certified copy)