



Resilient Environment Department

**BUILDING CODE DIVISION | BUILDING PERMITTING**

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

**Building Permits Checklists**

**Required documents**

RECREATIONAL, SOCIAL, AMUSEMENT

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

AWNINGS, CANOPIES, TENTS

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

KITCHEN REMODEL

- Zoning, Development and Environmental Section (DER) Approval
- Broward County Uniform Permit application
- sub-permit applications as required
- (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](mailto:records@broward.org)

FOUNDATION

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of survey



- (2) sets of cut sheets
- (2) Geotechnical Reports or Engineers Soil Statements
- 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.
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### CONCRETE RESTORATION

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### ACCESSORY BUILDING

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### DUMPSTER ENCLOSURE

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)

- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### STRUCTURAL MISCELLANEOUS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### COMMERCIAL ADDITIONS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### COMMERCIAL INT. PARTITIONS/ALTER

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

- (2) copies of 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](mailto:records@broward.org)

AMUSEMENT, CARNIVAL, REVIVAL,  
CIRCUSES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (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](mailto:records@broward.org)

CHURCHES, TEMPLES, SYNAGOGUES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

COMMERCIAL REMODEL & REPAIR

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### DEMOLITION - 1 FAMILY BUILDINGS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### SATELLITE DISH AND ANTENNA

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of Signed and Sealed plans
- (2) copies of 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](mailto:records@broward.org)

DORMS, FRAT/ROOMING/BOARDING  
HOUSES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of Signed and Sealed plans
- (2) sets of Survey
- (2) sets of Truss Engineering approved by Designer of Record
- (2) sets soil conditions report
- (2) sets energy calculations
- (2) sets Signed and Sealed structural calculations
- (2) sets window and door State or Dade County Product Approvals (N.O.A.'s)
- Special Inspector Form
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- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

RESIDENTIAL DUPLEX

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of Signed and Sealed plans
- (2) sets of Survey
- (2) sets of Truss Engineering approved by Designer of Record
- (2) sets Soil Conditions report
- (2) sets Energy Calculations
- (2) sets Signed and Sealed structural calculations
- (2) sets window and door State or Dade County Product Approvals (N.O.A.'s)

- Special Inspector Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### WINDOW/DOOR REPLACEMENT

- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of Survey
- (2) copies State or Dade County Product N.O.A.'s
- Broward County Uniform Retrofit Window and Door Schedule
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### ENCLOSURE OF CARPORTS, PATIOS, ETC.

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of Survey
- (2) copies State or Dade County Product N.O.A.'s
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### FENCES, WALLS AND DOCKS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)

- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets of plans
- (2) copies of 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](mailto:records@broward.org)

#### FIRE REPAIR

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) copies of Survey
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### GAS STATIONS AND REPAIR GARAGES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) copies of Survey
- (2) Sets Truss Engineering approved by Designer of Record



- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

## HOTELS AND MOTELS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

## HOUSE MOVING

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Department of Transportation and Florida Department of Transportation approval

- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Surveys
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### INDUSTRIAL PLANTS AND FACTORIES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### MOBILE HOMES

- Mobile Home Park approval
- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Plans
- (2) sets of 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](mailto:records@broward.org)

#### MOBILE HOME ADDITIONS

- Mobile Home Park approval
- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Plans
- (2) sets of 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](mailto:records@broward.org)

#### OFFICE/SALES TRAILERS-MANUFACTURED BLDGS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Plans
- (2) sets of 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](mailto:records@broward.org)

#### RESIDENTIAL - 3 OR 4 FAMILIES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans

- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### OTHER NON-RESIDENTIAL BUILDINGS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### OFFICES, BANKS & PROFESSIONAL BLDGS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)

- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### PARKING GARAGE

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (2) Sets Truss Engineering approved by Designer of Record
- (2) Sets Soil Conditions Report
- (2) Sets Energy Calculations
- (2) Sets Signed/Sealed Structural Calculations
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### RESIDENTIAL - ALTER, REMODEL/REPAIR

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Broward County Uniform Retrofit Window and Door Schedule
- (2) sets of Survey
- 2 sets State or Dade county Product N.O.A.s
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### RE-ROOF COMMERCIAL

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets Standard Roofing Application Packets
- (2) sets Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### RESIDENTIAL - CARPORTS AND GARAGES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application
- (2) Sets Plans
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

## ROOF RPAIR

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application
- (2) sets Standard Roofing Application Packets
- (2) sets Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

## RESIDENTIAL - REHAB

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Health Department approval
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (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 Door Product Approvals (N.O.A.s)
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

## RE-ROOF RESIDENTIAL

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)

- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets Standard Roofing Application Packets
- (2) sets State or Dade County Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

#### RESIDENTIAL-SINGLE FAMILY

- Zoning and Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Survey
- (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 Door Product Approvals (N.O.A.s)
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

#### RESIDENTIAL - TOWNHOUSES AND VILLAS

- Zoning and Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report



- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Surveys
- (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 Door Product Approvals (N.O.A.s)
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### SHEDS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application
- (2) sets Surveys
- (2) sets State or Dade County Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### SHUTTERS, PANELS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application
- (2) sets Surveys
- (2) sets State or Dade County Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### SIGNS

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)

- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) sets Surveys
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

#### SLABS, DRIVEWAYS, PARKING AND DECKS

- Zoning and Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application
- (2) Sets Signed/Sealed Plans
- (2) sets Surveys
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

#### SOLAR SYSTEM

- Zoning and Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications as required
- (2) sets Surveys
- (2) Sets Signed/Sealed Plans
- (2) sets State or Dade County Product Approvals (N.O.A.s)
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact records@broward.org

#### STORES, RESTAURANTS, CUSTOMER SRVC

- Zoning and Development and Environmental Review approval certificates. Contact DERPlans@broward.org
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans

- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Surveys
- (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 Door Product Approvals (N.O.A.s)
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### ELEVATOR

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application
- Elevator Section approval
- (2) Sets Signed/Sealed Plans
- (2) sets Surveys
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### WAREHOUSES

- Zoning and Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto:DERPlans@broward.org)
- Broward County Uniform Permit application and sub-permit applications as required
- (2) Sets Signed/Sealed Plans
- (2) Sets Signed/Sealed Structural Engineers Forensic Report
- (2) sets Window and Door State or Door Product Approvals (N.O.A.s)
- (2) sets of Surveys

- (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 Door Product Approvals (N.O.A.s)
- Special Inspector's Form
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

### **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](mailto: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](mailto: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](mailto:records@broward.org)

## DIESEL GENERATOR

- Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto: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](mailto:records@broward.org)

## GAS GENERATOR

- Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto: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](mailto: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](mailto:records@broward.org)

## ELEC LOW VOLTAGE

- 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

#### ELECTRIC MISCELLANEOUS

- 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

#### 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

#### 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, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto: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, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

#### FIRE SUPPRESSION-KITCHEN HOOD COMMERCIAL

- Broward County Uniform Permit application
- Engineered mechanical plan – FMC507
- Engineered details and specs 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
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

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, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto: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](mailto:records@broward.org)

FIRE SPRINKLERS

- Broward County Uniform Permit application depicting complete scope of work
- (2) sets of plans
- drawings depicting scope of 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](mailto:records@broward.org)



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](mailto: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](mailto: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](mailto: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](mailto:records@broward.org)

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

#### SEWER HOOK-UP

- Development and Environmental Review approval certificates. Contact [DERPlans@broward.org](mailto: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](mailto: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
- For job values equal to or greater than \$2,500.00, two certified copies of the recorded Notice of Commencement. Contact [records@broward.org](mailto:records@broward.org)

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](mailto: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](mailto: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](mailto:records@broward.org)