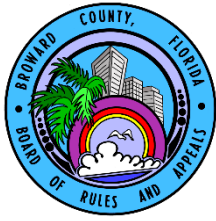


BROWARD COUNTY

BOARD OF RULES AND APPEALS



ONE NORTH UNIVERSITY DRIVE
SUITE 3500-B
PLANTATION, FLORIDA 33324

PHONE: 954-765-4500

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www.broward.org/codeappeal

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P.E.,S.I.,SECB,F.ASCE, F.SEI
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Vice-Chair

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Vacant

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Mr. Sergio Pellecer
Fire Service Professional

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Mr. William Flett,
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Representative Disabled Community

Board Attorney

Charles M. Kramer, Esq.

Board Administrative Director

James DiPietro

—ESTABLISHED 1971—

To: Members of the Ad Hoc Committee Regarding Electronic Permitting throughout Broward County
D. Lavrich, P.E. R. Burr G.D'Attile D. Rice, P.E.
C. Augustin J. Fisher R.Nixon S.Oliver
W. Tracy

From: Dan Lavrich, P.E.,S.I.,SECB,F.ASCE, F.SEI

Date: June 9, 2021

Subj: Discuss Agenda

The Chairman of the BORA Ad Hoc Committee Regarding Electronic Permitting throughout Broward County, Mr. Dan Lavrich, P.E., has called for a meeting of the Committee on **June 16, 2021 at 10 AM**, via **Zoom**.

Roll Call

AGENDA

1. **Review of County wide surveys concerning current e-permitting capabilities.**
2. **Online Electronic Permitting Process**
 - a. **Permit application**
 - i. Each Type of Permit application posted online.
 - ii. Discussion Fillable Online permit forms
 - iii. Standardized permit application forms (e.g. Mechanical change out, windows change-out, standardized roof permit application, standardized permit form, special inspector form)
 - b. **Method of e-permit submission**
 - i. PDF format
 - ii. Electronic fill in forms available on building departments web site.
 - iii. Third party software
 - iv. Nonelectronic format
 - c. **Collection of permit fees**
 - i. Credit Card
 - ii. Cash
 - iii. Non-electronic format
3. **Open discussion. Committee members suggestions as to how to enhance e-permitting county wide.**

Note: suggested attachments are as follows:

- *results of survey of county-wide e-permitting.*
- *results of second questionnaire requested by committee member.*
- *statutory requirements for e-permitting.*

Cc.: Charles Kramer, BORA Attorney.

Join Zoom Meeting

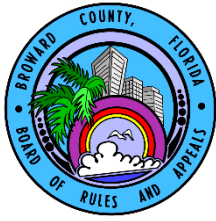
<https://zoom.us/j/96663904739?pwd=WkpsOHRCMekvYnNsMmJHR1JRY2M4Zz09>

Meeting ID: 966 6390 4739

Passcode: 681228

One tap mobile: +13126266799,,96663904739#,,,,*681228# US (Chicago)
+19292056099,,96663904739#,,,,*681228# US (New York) - Dial by your location
+1 312 626 6799 US (Chicago)- +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC)

Sunshine Law Reminder: Advisory Board members cannot communicate with each other on a possible committee or Board topic outside of a public meeting, per State statute.



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—ESTABLISHED 1971—

MEMORANDUM

DATE: April 19, 2021

TO: Jim DiPietro

FROM: Jack Morell *jm*

The survey I conducted to determine the best method to decide how to gain access to the various jurisdictions to conduct plan reviews for the engineer to review structural calculations and myself for review during this time of Covid-19 crises.

Ninety eight percent of the jurisdictions responded,
56% are doing electronic plan reviews,
37.5% can send out the plans for review,
8% will allow paper plans to be taken out from their office and
34% will allow us into their departments to conduct plan reviews.

Jurisdiction	Population	Electronic Plan Review	Send Plans Electronically	Allow Paper Plans out of Office	Department Open for Plan Pickup/Review	Notes
Broward County	15,286	YES	YES	NO	NO	In Department review only
Coconut Creek	58,000	YES	YES	NO	NO	
Cooper City	35,500	NO	NO	YES	YES	
Coral Springs	129,000	YES	YES	NO	NO	
Dania Beach	30,000	YES	NO	YES	YES	Paper plans sign out
Davie	110,000	YES	YES	NO	NO	
Deerfield Beach	80,312	NO	NO	NO	YES	
Fort Lauderdale	182,437	YES	YES	YES	YES	
Hallandale Beach	50,000	YES	YES	NO	YES	
Hillsboro Beach						
Hollywood	160,000	YES	YES	NO	NO	
Lauderdale by the Sea	6,500	YES	YES	NO	NO	
Lauderdale Lakes	36,324	NO	NO	YES	YES	
Lauderhill	71,000	NO	NO	YES	YES	
Lazy Lake	24	NO	NO	NO	NO	Serviced By County
Lighthouse Point						
Margate	58,000	YES	YES	NO	NO	In process of going electronic
Miramar	141,326	NO	NO	YES	YES	Small Jobs only
North Lauderdale	43,830	NO	NO	YES	YES	
Oakland Park	45,339	YES	YES	NO	NO	Single Discipline Only
Parkland	35,000	NO	NO	YES	YES	
Pembroke Park	5,000	YES	YES	NO	NO	
Pembroke Pines	176,823	NO	NO	NO	YES	Single Discipline
Plantation	90,000	NO	NO	NO	NO	
Pompano Beach	110,062	YES	YES	NO	No	
Sea Ranch Lakes	695	NO	NO	NO	NO	Review in House
Southwest Ranches	8,000	YES	YES	NO	NO	
Sunrise	92,000	YES	YES	NO	NO	Electronic, Single Discipline Only
Tamarac	65,000	YES	YES	NO	NO	
West Park	15,000	NO	YES	NO	NO	Pvt.company,Electronic coming
Weston	71,438	YES	YES	NO	NO	Completely paperless
Wilton Manors	12,784	YES	YES	NO	NO	

Jurisdiction	Reporting	Question One-Permit Processing						Question Two - Limitations				Question Three Method of Payment							
		Department Fully Electronic		If yes are there Limitations		Planning to go Fully Electronic		Single Discipline		Small Projects		Credit Card		Accept Other Electronic Means		Require Check		Accept Cash	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Broward County	1		1				1		1		1		1			1		1	
Coconut Creek	1		1			1		1		1		1					1		1
Cooper City	1		1			1						1			1		1		1
Coral Springs	1	1			1							1		1			1		1
Dania Beach	1		1				1		1		1		1			1		1	
Davie	1		1			1		1		1		1		1			1		1
Deerfield Beach	1		1			1		1		1		1				1		1	
Fort Lauderdale	1					1						1		1			1		1
Hallandale Beach	1	1			1				1		1		1				1		1
Hillsboro Beach	1		1			1		1		1		1			1		1		1
Hollywood	1	1		1					1		1		1		1		1		1
Lauderdale by the Sea																			
Lauderdale Lakes																			
Lauderhill																			
Lazy Lake																			
Lighthouse Point																			
Margate	1	1			1				1		1		1				1		1
Miramar	1		1			1				1				1		1		1	
North Lauderdale	1		1			1			1		1		1		1		1		1
Oakland Park	1		1		1	1		1		1		1			1		1		1
Parkland	1		1		1	1		1				1			1		1		1
Pembroke Park																			
Pembroke Pines	1		1	1		1		1			1		1		1		1		1
Plantation	1		1			1		1			1		1		1		1		1
Pompano Beach	1	1			1				1		1		1		1		1		1
Sea Ranch Lakes																			
Southwest Ranches	1	1			1							1					1		1
Sunrise	1		1			1		1			1		1			1		1	
Tamarac																			
West Park	1		1			1						1					1		1
Weston																			
Wilton Manors																			
32 Jurisdictions	22	6	15	2	7	14	2	10	6	5	11	21	0	10	7	4	18	13	9
	68.75%	18.75%	46.88%	6.25%	21.88%	43.75%	6.25%	31.25%	18.75%	15.63%	34.38%	65.63%	0.00%	31.25%	21.88%	12.50%	56.25%	40.63%	28.13%

553.79(1)(b) A local enforcement agency shall post each type of building permit application on its website. Completed applications must be able to be submitted electronically to the appropriate building department. Accepted methods of electronic submission include, but are not limited to, e-mail submission of applications in Portable Document Format or submission of applications through an electronic fill-in form available on the building department's website or through a third-party submission management software. Payments, attachments, or drawings required as part of the permit application may be submitted in person in a nonelectronic format, at the discretion of the building official.