



# DEPARTMENT OF SUSTAINABLE DEVELOPMENT – BUILDING DIVISION

## DRIVEWAY, WALKS, PATIOS AND POOL DECK PERMIT

Rev: 6 | Revision Date: 4/26/2021 | I.D. Number: DWPPD

### Required Permit Applications:

- [Building Permit](#)
- [Engineering Permit](#) (if offsite)

### Permit Review Stops:

- Building
- Zoning
- Engineering
- Flood (for pool deck only)
- Electrical (if applicable)
- Plumbing (if drainage is required by Engineering)
- Landscaping (if applicable)

### Minimum Plan Submittal:

Two (2) sets of Site Plan showing all property lines and setbacks. This can be omitted if represented on the Surveys submitted.

Two (2) Surveys signed and sealed originals **or** two (2) copies with completed [Zoning Affidavit](#).

[Temporary Structure Affidavit](#) for offsite decorative stamped concrete or paver driveways. Affidavit must be notarized, filed and recorded at Broward County Governmental Center, Room 114 located at 115 S Andrews Avenue, Fort Lauderdale, FL.

[Owner Builder Affidavit](#) if homeowner is acting as contractor (**onsite construction only**) owner must provide proof of residency at job address and this affidavit must be signed before a Notary Public at the Building Department.

2 sets of plans drawn clearly and identifying the driveway location.

[Reference Driveway Plan Detail Sheet](#) also found under [Engineering Forms and Info](#).

If Pile Installation is proposed, a completed [Special Inspector Form](#), completed by a Florida Licensed Engineer is required.

### Other Requirements:

Submit a [Swale Acknowledge Form](#) (for driveway only)

A [Notice of Commencement](#) must be recorded and displayed upon first inspection if the job exceeds \$2,500

Stormwater run-off from the property to be retained onsite

**\*Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.**