



NEW RESIDENTIAL CONSTRUCTION PERMIT CHECKLIST

Required Permit Applications:

- | | | |
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| <input type="checkbox"/> Building Permit | <input type="checkbox"/> Roofing | <input type="checkbox"/> Awnings |
| <input type="checkbox"/> Electrical Permit | <input type="checkbox"/> Walkways | <input type="checkbox"/> Dock |
| <input type="checkbox"/> Mechanical Permit | <input type="checkbox"/> Driveways | <input type="checkbox"/> Pool |
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Shutters | <input type="checkbox"/> Fence/Wall |

Permit Review Stops:

- | | |
|-------------|-------------|
| Structural | Electrical |
| Mechanical | Plumbing |
| Engineering | Landscaping |
| Zoning | Flood |

Minimum Plan Submittal

- Signed contract including cost breakdown
- [Park impact fee supplemental form](#)
- [Construction debris mitigation letter](#)
- [Dewatering affidavit](#)
- [Swale acknowledgement form](#) (for work in swale area only)
- [Specialty paving affidavit](#) for offsite decorative stamped concrete or paver driveways. Affidavit must be notarized, filed and recorded with Broward County
- [Soil Improvement Permit Package](#) (if required)
- One (1) set of current surveys
- One (1) complete set of plans indicating the following information:
 - a. Occupancy Group
 - b. Type of construction
 - c. Method of compliance
 - d. Interior finishes
 - e. Roof framing plan – include the required bracing
 - f. Flood zone – BFE & DFE
 - g. Materials to be used – wood, concrete, plastic glass ETXX
 - h. Foundation, column, beam schedules
 - i. Window and door schedule – include design wind loads
- One (1) Soil conditions (Geotec Report) or a soil statement
- One (1) Energy calculations – reviewed by D.O.R.
- One (1) Structural calculations – signed and sealed
- One (1) Window & door product approvals – approved by D.O.R.
- One (1) Refer to FBC 107.3.5 for minimum plan review criteria
- [Special inspector form](#) (if project involves reinforced masonry construction or pilings)
- [Special inspector plan](#) (if project involves reinforced masonry construction or pilings)
- Download full package

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