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.