

CITY OF CORAL SPRINGS BUILDING DIVISION
MISCELLANEOUS PERMIT APPLICATION CHECKLIST

Although two (2) sets of Building and/or Site Plans are required, the Building Division suggests submitting 3 sets of Building Plans and/or Site Plans (1 City Copy and 2 Field Copies).

Any permit application with an estimated cost of \$2500.00 or more requires:

- **Property Owner's Signature**
- **Recorded Notice of Commencement per Florida Building Code (submitted prior to first inspection)**

Addition / Alteration	Sealed Building Plans (if over \$5,000.00) Survey Showing Location Survey Current Notice of Acceptances (Product Approval from Manufacturer) Asbestos Form from DPEP
Awnings / Canopies	Building Plans Site Plan Showing Location Flame Retardant Certificate & Sample of Material
Demolition	Site Plan Electric & Plumbing Applications
Deck / Dock	Building Plans Survey Showing Location DPEP Approval Water District Approval Form
Dumpster / Dumpster Enclosure	Building Plans Site Plan DPEP Approval
Fences	Survey Showing Location Easement Agreement (if applicable) Landscape Affidavit (if applicable)
Hurricane Shutters (Shutters not required for impact resistant windows)	Sealed Engineering Plans Notice of Acceptance (Product Approval from Manufacturer)
Window / Door Replacement	Sketch or Floor Plan of Building showing all door and window openings to be shuttered or retro-fitted

Pools / Spa
Electric, Plumbing, Deck & Heater

Sealed Building Plans
Site Plan
Sealed Survey
Signed Swimming Pool Safety Act

Satellite Dish UNDER 20"

NO PERMIT REQUIRED PER FCC
REGULATIONS

Satellite Dish OVER 20"
or Antennas
Electrical Permit Required

Building/Electrical Plans
Site Plan or Survey

Screen Enclosures
Pool / Patio / Porch

Sealed Building Plans
Survey Showing Location

Sheds

Survey Showing Location
Product Approvals
Tie Down Specs

Slab

Building Plans
Survey Showing Location

Signs / If Electric must obtain
Electrical Permit

Dimensions, verbiage, color scheme,
letter height & electric plans

(Permanent & Temporary)

Survey Showing Location
Site Plans

Tenant Improvement

Sealed Building Plans
DPEP Approval Form
Asbestos Form from DPEP
Health Dept Approval for Restaurant
HRS Approval for Day Care
Notice of Acceptance (Product Approval from
Manufacturer)

Tents larger than 10' X 10'
Electric if applicable

Temporary Use Permit (add'l info on our webpage)
Plans
Site Plan showing location of tent & electric

Temporary Trailer
Permits for Electric, Plumbing, etc.
Mechanical if applicable

Site Plans or Survey showing location
DPEP Approval
Tie Down Specs
Port-O-Let Agreement or Health
Dept Approval if on holding tank

Wall

Building Plans
Survey showing location

HOW TO CONTACT OUTSIDE AGENCIES FOR APPROVALS:

NOTICE OF COMMENCEMENT
CLERK OF COURTS BROWARD COUNTY GOVERNMENTAL CENTER RECORDING SECTION
115 S. ANDREWS AVENUE – ROOM 114
FORT LAUDERDALE, FL 66625
954-357-7283

DEPARTMENT OF ENVIRONMENTAL SERVICES AKA DPEP
115 SOUTH ANDREWS AVENUE – ROOM A-240
FORT LAUDERDALE, FL 33301
954-357-6666
954-357-6521 FAX
www.broward.org

STATE OF FLORIDA DIVISION OF HOTELS & RESTAURANTS
5080 COCONUT CREEK PARKWAY – SUITE A
MARGATE, FL 33063
850-487-1395
www.myfloridalicense.com

HUMAN SERVICES DEPARTMENT
CHILDREN'S SERVICES ADMINISTRATIKON DIVISION
CHILD LICENSING AND ENFORCEMENT
2995 NORTH DIXIE HIGHWAY
FORT LAUDERDALE, FL 33334
954-969-3400

NOTES:

THE ISSUANCE OF A BUILDING PERMIT DOES NOT GIVE PERMISSION TO VIOLATE DEED RESTRICTIONS AND/OR HOMEOWNER'S REGULATIONS. PLEASE CHECK DEED RESTRICTIONS AND HOMEOWNER'S REGULATIONS BEFORE COMMENCING ANY CONSTRUCTION.

IN ADDITION TO THE REQUIREMENTS OF OBTAINING A PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO A PROPERTY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF BROWARD COUNTY AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM OTHER GOVERNMENTAL ENTITIES SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES OR FEDERAL AGENCIES.