

# DEVELOPMENT & ENVIRONMENTAL REVIEW GUIDE

**WALK-IN HOURS FOR REVIEW  
8:00 - 11:00 AM • M - F**



**BROWARD  
COUNTY  
FLORIDA**

## DEVELOPMENT & ENVIRONMENTAL REVIEW APPROVAL

As part of the Broward County Development and Environmental Review, the Environmental Review Approval is an important step in the process of obtaining a building or construction permit in Broward County. Review and approval from the Environmental Protection and Growth Management Department's (EPGMD) Planning and Development Management Division (PDMD) serves as verification that all required environmental licenses and pending environmental enforcement issues related to the County's Natural Resource Protection Code (the Code) have been resolved. Environmental operation licenses which will be required at the completion of the project are also identified.

Applicants are required to complete online application forms to receive Development & Environmental Review approvals. Development & Environmental Review can be completed entirely online through Broward County's ePermits System at [www.broward.org/ePermits](http://www.broward.org/ePermits). Upon confirmation of compliance, Development & Environmental Review approval will be granted. Most evaluations require payment of an approval review fee. The size and nature of the project dictate the fee which cannot be determined until review of the project is completed. Fees for Development & Environmental Review approval may be paid by E-Check, cash, check or credit card (environmental only).

Approved plans become invalid if not submitted to the relevant municipal or county agency within thirty days.

In general, projects requiring a specific EPGMD license for construction of a new project or modifications to an existing facility must first obtain that license before Development & Environmental Review approval is granted.



### PROJECTS WHICH REQUIRE DEVELOPMENT & ENVIRONMENTAL REVIEW APPROVAL

#### Building Construction

- All new building construction, residential or non-residential (E-Permit only)
- All additions to non-residential buildings
- All interior alterations to industrial buildings or warehouses if a building permit is required
- All interior alterations to commercial or office buildings where a change in use or seating capacity will occur or where the building has been vacant for six months or more if a building permit is required
- Final interior construction of existing shell buildings if a building permit is required
- All foundations or slabs

#### Site Preparation and Infrastructure

- New construction or expansion of all roads and bridges
- Driveways, fences and sheds for residential buildings located in the Broward Municipal Services District (BMSD) only (formerly known as Unincorporated Broward County)
- Land clearing and grubbing
- Fill for areas located in or near wetland zones
- Wireless antennas & equipment
- Tree removal in the BMSD and certain municipalities
- Construction of docks, sea walls, boat ramps and bulkheads
- Commercial driveways and parking lots
- All drainage projects, including those in independent drainage districts



#### Other Impacts

- Conversion from septic tank to city sewer
- All work performed near the ocean
- All new or replacement emergency generators, excluding portable generators
- All open burning
- All landfill and solid waste transfer facilities
- All new commercial or multifamily swimming pool construction
- Installation or modification of above or below ground storage tank systems
- Temporary buildings and construction trailers

## PROJECTS WHICH DO NOT REQUIRE DEVELOPMENT & ENVIRONMENTAL REVIEW APPROVAL

- Interior renovation to individual condo units
- Additions or interior remodeling of a home with no increase in the number of dwelling units
- Residential emergency generators
- Residential fences (except for locations in the BMSD)
- Residential swimming pools
- Residential slabs
- Residential balcony enclosures
- Carports for single family residences
- Screen porches on existing slabs
- Condo conversion that do not include the installation or replacement of cooling towers/ chillers or emergency generators
- Traffic striping
- Tree Trimming (excluding mangroves)
- Landscaping
- Utility pole installation
- Well construction
- Installation of compressed gas tanks
- Painting of buildings
- Sand blasting and pressure cleaning
- Sidewalk installation and replacement
- The installation of outdoor recreation equipment such as swings and slides
- Routine maintenance of grounds and equipment
- Installation of security, telephone, intercom, and public-address systems
- Septic tank and drain field repair
- Construction or installation of signs
- Improvements to mobile homes
- Placement of mobile homes on existing slabs
- Routine maintenance
- Electrical installations which do not involve the installation of pollution control equipment
- Installation of lawn sprinklers
- Installation of residential satellite dishes and TV antennas



## ENVIRONMENTAL EVALUATIONS MADE DURING THE APPROVAL PROCESS

### Wastewater Treatment Plant Capacity

Any project generating a wastewater flow will be reviewed to ensure sufficient capacity exists at the wastewater treatment plant serving the project. If the proposed project would put the associated wastewater treatment plant over capacity, or in any other way violate the treatment plant's license, Development & Environmental Review staff may withhold approval until evidence is available that the wastewater treatment plant can accommodate the additional capacity.

### Availability of a Wastewater Collection System

A wastewater collection/transmission system project is one involving construction, modification, expansion, or replacement of sanitary sewers, sanitary manholes, sanitary force mains, or pump stations. Under limited circumstances, a project may be allowed to proceed to the building department even if the wastewater collection system is not yet approved by the Environmental Engineering and Permitting Division (EPPD). Such conditional approval relies on a determination that construction will not adversely affect the environment, that necessary land development licenses have been obtained, and the applicant has agreed that no certificate of occupancy will be issued until the wastewater collection system is completed and certified in accordance with Section 27-199(c) of the Code. Release of this conditional approval will be granted only after EPPD has reviewed as-built drawings and has determined that the design has been installed/constructed in compliance with current County code and State regulations.

### Wellfield Protection

For new construction and all industrial and commercial projects, a determination is made regarding location with respect to drinking water supply wells. If staff determines that the project is in a protected wellfield zone, the project is referred to the Environmental and Consumer Protection Division (ECPD) for possible licensing. If such a license requirement is confirmed, Development & Environmental Review approval will not be granted until a complete application for a wellfield protection license has been received by ECPD.

## Storage Tank Licensing

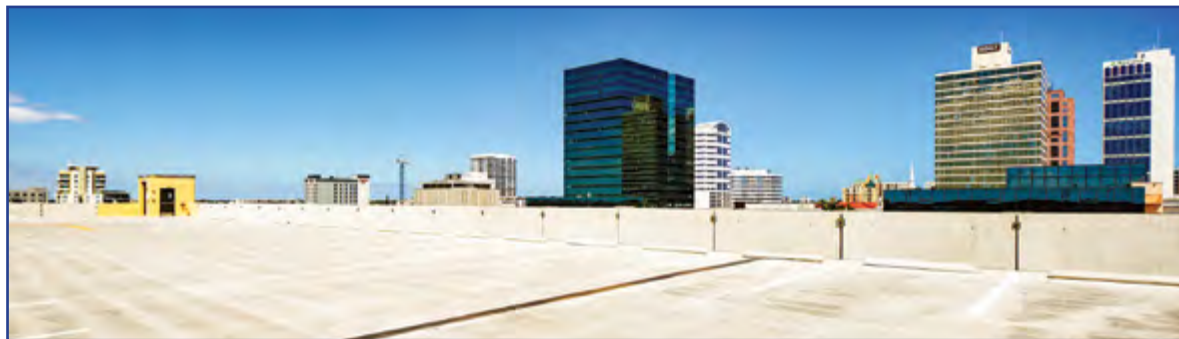
All projects are reviewed to determine the presence of regulated storage tanks. A regulated storage tank is any above or below ground tank used to store hazardous materials with a volume greater than the threshold volume as defined in the Code. If such a tank is present, a valid storage tank license is required in order to obtain Development & Environmental Review approval. A license is also required before plans to construct or modify a tank can be approved.

## Stationary Air Source License

All projects are reviewed to determine if a Stationary Air Source License is required. A stationary air source is a business or project emitting or controlling certain contaminants as further defined in the Broward County, Florida – Code of Ordinances / Chapter 27 – Pollution Control / Article IV – Air Quality. All stationary air sources are referred to the EEPD for licensing as required by Section 27-176(a) of the Code. Stationary air sources include general license and permit requirements, exemption application requirements, actions on licenses and permits, and criteria used for issuance or denial. Development & Environmental Review approval will not be issued for construction, modification or operation of the stationary air source facility until the appropriate license is issued by the EEPD.

## Parking Facility License

All projects are reviewed to assess the number of parking spaces to be constructed, if any. If the proposed number of parking spaces are greater than the threshold, the associated air impacts from the increased vehicular traffic must be considered in the review. The project is referred to the EEPD for evaluation. The EEPD will notify the applicant and the Development & Environmental Review Section if a license is required under Section 27-176(c) of the Code and identify any conditions the project must meet prior to proceeding.



## Special Areas of Concern

If a project lies within a special area of concern as defined in the Code, the project will be referred to the EEPD for evaluation. These areas include Natural Resource Areas, Local Areas of Particular Concern, and other protected areas. Development & Environmental Review approval will not be granted until the EEPD notifies the Development & Environmental Review approval staff that the project complies with the requirements of Section 27-67 (d) of the Code.

## Contaminated Sites

Every application for new construction is reviewed to determine if the site overlies or is adjacent to a site for which there is evidence that some prior release or discharge of pollutants has required assessment or possible remediation. In such a case, the project is referred to the EEPD for evaluation. If this evaluation determines that the proposed project will not adversely affect cleanup of the site in accordance with Section 27-66(g) of the Code, notification is made to the Development & Environmental Review staff so that the Development & Environmental Review approval process may continue.

## Enforcement Activities

Every project is reviewed for current or outstanding enforcement actions. If the project is found to have an outstanding enforcement issue, the project is referred to the ECPD for evaluation in accordance with Sections 27-66 (k) and 27-55(d) (1) and (6) of the Code. Upon resolution of enforcement matters, the ECPD will notify the Development & Environmental Review staff in writing to allow the project to continue through the approval process.

## Environmental Resource License

All projects are reviewed to determine if an Environmental Resource License is necessary. Such projects may involve 1) clearing of vegetative overgrowth, 2) impacts to wetlands, 3) dredging and filling activities, 4) construction or installation of docks, pilings, jet ski lifts, floating vessel platforms and bridges, 5) lake or canal filling and/or excavation, 6) trimming or alteration of mangroves, and any other water-related activities. These projects must obtain a license from the EEPD in accordance with Article XI of the Code. Development & Environmental Review approval for such a project will not be granted until the project receives review and a license (if required) from the EEPD.

## Surface Water Management License

Each project is evaluated to determine jurisdiction for drainage. Projects in the EEPD jurisdiction that are non-residential or residential and larger than a duplex must meet the drainage criteria set forth in Section 27-200 of the Code. Those projects will be referred to EEPD for evaluation and may require a Surface Water Management License. Development & Environmental Review approval for such projects will not be granted until a license is obtained from EEPD.

## Septic Tanks

Projects are reviewed to determine if the use of septic tanks is appropriate. Notify the Broward County Health Department for all projects involving septic tank systems and other onsite sewage treatment and disposal systems.

## Hazardous Material License

All non-residential projects are reviewed to determine if a Hazardous Material License will be required after the project has been completed. If a determination is made that such a license may be required, the applicant is notified of their responsibility to obtain this license in accordance with the requirements in Section 27-356 of the Code. Projects for existing facilities that appear to need a Hazardous Material License may be referred to the ECPD to determine if either a valid license exists or a license application is on file. The project may not receive Development & Environmental Review approval until an appropriate application is received by ECPD.

## Tree Protection Licensing

If trees will be removed, relocated, or replaced and the project is in the BMSD or in a municipality where Broward County has jurisdiction, the project will be referred to the EEPD for licensing and/or approval in accordance with Section 27-401 thru 414 of the Code. Development & Environmental Review approval will not be granted until the EEPD license or approval is obtained.

Municipalities where Broward County has jurisdiction include:

- Hillsboro Beach
- Lauderdale by the Sea
- Lauderdale Lakes
- Lazy Lake
- Lighthouse Point
- North Lauderdale
- Pembroke Park
- Sea Ranch Lakes
- Tamarac
- Wilton Manors

## Other License Review Checks

In addition, all projects are assessed to determine the need for other licenses including solid waste and industrial transfer station licenses. If a license is required for construction of a facility in any of these categories, the applicant will be referred to the appropriate EPGMD division for further evaluation. Development & Environmental Review approval will not be granted until all appropriate licenses are issued.

**For Development & Environmental Review, complete the online application via our website at:**



[www.broward.org/epermits](http://www.broward.org/epermits)

Click on the ePermits Sign In button.

Development & Environmental Review Applications can be processed from any computer with internet access. Computers are also located at our office for your convenience and assistance.

The Benefits of ePermits:

- ✓ No paper forms to complete
- ✓ Upload signed & sealed plans electronically
- ✓ Work online any time, day or night
- ✓ No waiting in line

If you have any demolition/asbestos questions, please contact Air Asbestos at [airasbestos@broward.org](mailto:airasbestos@broward.org) or call **954-519-1483**



GET SOCIAL WITH US

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Broward County Board of County Commissioners

Our office location is:

**Environmental Protection and Growth Management Department  
Planning and Development Management Division**

1 North University Drive, Suite A-102, Plantation, Florida 33324

Phone: **954-357-6666** • Web: [www.Broward.org/Planning](http://www.Broward.org/Planning)

Located on the northwest corner of Broward Boulevard and University Drive.