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<th>EPD</th>
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<th>NOC</th>
<th>Permit Application</th>
<th>Surveys</th>
<th>Energy Code</th>
<th>Architectural Code</th>
<th>Shop Drawings</th>
<th>Trade Applications</th>
<th>HHA</th>
<th>Meet COA (HCC)</th>
<th>Meet COA (Add.)</th>
<th>Comments</th>
<th>Flood Requirements</th>
<th>Engineering Requirements</th>
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</table>
Greater Fort Lauderdale Alliance
PERMIT SUBMITTAL REQUIREMENTS for BROWARD COUNTY’S 31 MUNICIPALITIES

**Energy Landscaping Letter Applications**

- Must be in Black ink.
- Plans: Shop Dwgs, Requirements must be signed and sealed by the designer of record.
- For new construction: Must have Homeowner & Contractor signatures.
- For additions or renovations ≥ 30% of the existing area: Must have Homeowner & Contractor signatures.
- For existing interior non-substantial improvements and additions: Must have Homeowner & Contractor signatures.
- All roofing products must be s/s by engineer.
- Must have hydraulic calculations and cut sheets of drawings by installing contractor.
- Must have Hydraulic calculations, doors, Louvers, windows, etc. on a complete roofing package as per FBC Chapter 15.
- Shop Drawings, shop drawings and hydraulic drawings and hydraulic calculations, and may be required as per Broward County Elevator Committee (TAC) prior to first permit issuance.
- Permit not required if new/existing work is less than $2,500. Only the contractor will be required to have the NOA’s.
- None required if interiors and roof plan.
- Required for the entire set of plans, except for changes to only interior non-substantial improvements:
  - No Update.
  - Revised date and revision # must be noted on each sheet from each set.
  - Need ‘Extra’ stamped set.
  - Need clouds and deltas.
  - Need Designer of records narrative, for Substantial improvement, no update.
  - Need Architect’s Narrative.
  - Need 'Extra' set.
  - Need clouds and deltas.
  - Need Architect’s Narrative.

- For substantial improvement, no update.
- Permit not required if new/existing work is less than $2,500. Only the contractor will be required to have the NOA’s.
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  - Need ‘Extra’ stamped set.
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  - Need Designer of records narrative, for Substantial improvement, no update.
  - Need Architect’s Narrative.
  - Need 'Extra' set.
  - Need clouds and deltas.
  - Need Architect’s Narrative.

- Permit not required if new/existing work is less than $2,500. Only the contractor will be required to have the NOA’s. Some work may require a separate permit application.
<table>
<thead>
<tr>
<th>Municipality</th>
<th>ZPO</th>
<th>Elevator</th>
<th>MOC</th>
<th>Permit Application</th>
<th>Surveys</th>
<th>Energy Calculations</th>
<th>Special Inspector</th>
<th>Structural Calculations</th>
<th>CDP ERC Plans</th>
<th>Owner/Agent Letter</th>
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<tbody>
<tr>
<td>Lake Lure (6/25/15)</td>
<td>795/475</td>
<td>1/1</td>
<td>90</td>
<td>Fire Sprinkler</td>
<td>Elevator</td>
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<td>1/1</td>
<td>90</td>
<td>Fire Sprinkler</td>
<td>Elevator</td>
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<td>1/1</td>
<td>90</td>
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<td>Elevator</td>
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**Important Requirements**

- Submission is required when applying for new permits, additions, Alteration, Any work done in right of way.
- Application requires a separate permit application.

**Revisions**

- Need clouds and deltas.
- Need Architect's Narrative.
- Required for new construction, substantial improvements and additions. Required for new or existing life safety systems.

http://www.gflalliance.org/businessassistance/streamlined-development-review-permitting-process
Energy
(HVC)
Requirements
EPD submittal / Comments
Roof Calcs
Number of EPD submittal / NOA
Must be in Black ink.
Calcs
Calcs
NOC
Trade Certifications
Must be in Black ink.
Requirements
Alarm Dwgs
Shop Dwgs
Owner/Agent
www.townofpembrokepark.com
www.ci.miramar.fl.us
(6/29/2015)
(6/19/15)
form if Interior only or if
Application Number.
Approval required prior
renovation / addition.
form if Interior only or if
Bldg Dept submittal.
Fees will be determined,
Security Code &
Approval required prior
renovation / addition.
form if Interior only or if
Bldg Dept submittal.
Broward County Elevator
Dept submittal.
required prior to Bldg
approved.
Submit plans only for
Bldg Dept submittal.
Broward County Elevator
issued and inspection
required. Elevator Permit
review time.
All required.
2 Certified copies. If
Recording office. Secure
NOA at County
required.
NOC Not required.
$2,500, $7,500 for AC
value of Work is under
$2,500, NOC Not
required.
$2,500, NOC Not
required.
Margate requires sworn
interiors also depending
work
moves
for subcontractors
Commonly required and
owner. May be required
when additional supports
Margate requires.
May apply for a building
submittal.
Must be s/s by engineer
indoor air
samples.
Margate requires.
May apply for a building
submittal.
Must be s/s by engineer
must have DRC or notarized.
Margate requires.
May apply for a building
submittal.
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must have DRC or notarized.
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May apply for a building
submittal.
Must be s/s by engineer
must have DRC or notarized.
## Municipalities

| Municipality          | ZPD | Elevator | MOC | Permit Application | Surveys | Codes/Calc | Special Forms | Structural Calc | Epic DRC Plans | Owner/Agent Letter | Number of A & E Starts | Trade Application/NOA | Flood Calc (FBC) | Flood Calc (FRC) | Fire Barriers/Alarm Design | Comment | Flood Certification | Pembroke Pines 10/23/15 | Permit submittal is required with a contractor's seal. (required on supplemental)

- ZPD
- Permit submittal is required with a contractor's seal. (required on supplemental)

<table>
<thead>
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<td>Energy Elevator MOC Permit Application Surveys Codes/Calc Special Forms Structural Calc Epic DRC Plans Owner/Agent Letter Number of A &amp; E Starts Trade Application/NOA Flood Calc (FBC) Flood Calc (FRC) Fire Barriers/Alarm Design Comment Flood Certification</td>
<td>Pembroke Pines 10/23/15</td>
<td>Energy Elevator MOC Permit Application Surveys Codes/Calc Special Forms Structural Calc Epic DRC Plans Owner/Agent Letter Number of A &amp; E Starts Trade Application/NOA Flood Calc (FBC) Flood Calc (FRC) Fire Barriers/Alarm Design Comment Flood Certification</td>
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</tbody>
</table>

**PERMIT SUBMITTAL REQUIREMENTS for BROWARD COUNTY'S 31 MUNICIPALITIES**

- **Material Submittals:**
  - Construction materials must be submitted to the building department prior to installation.
  - Submittals must be complete and include all calculations.
  - All engineer signatures must be affixed.
  - Plumbing and electrical submittals must be submitted together.

- **Permit Submittal:**
  - Applications must be submitted online via the ePermits system.
  - Applications must be complete and must include all necessary documents.
  - Applications must be submitted to the building department prior to construction.

- **Revisions:**
  - Applications must be revised as necessary.
  - Applications must be resubmitted with all necessary documents.
  - Applications must be resubmitted to the building department prior to construction.

- **Final Submittal:**
  - Applications must be submitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Additional Requirements:**
  - Applications must be resubmitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Exemptions:**
  - Applications must be resubmitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Special Inspector:**
  - Applications must be reviewed by the special inspector.
  - Applications must be resubmitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Approval:**
  - Applications must be approved by the building department.
  - Applications must be resubmitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Issuance:**
  - Applications must be issued by the building department.
  - Applications must be resubmitted to the building department prior to issuance.
  - Applications must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.

- **Fees:**
  - Applications must be complete and must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.
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- **Applications:**
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  - Applications must be resubmitted to the building department prior to issuance.
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- **Final Report:**
  - Applications must be complete and must include all necessary documents.
  - Applications must be resubmitted to the building department prior to issuance.
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- **Final Inspection:**
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- **Final Submission:**
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