

Swimming Pool and Spa Permit Checklist

#2 Sets of Plans required

[Click here to submit online.](#)

Required Permitting Documents and Information:

- [Building Application](#) – Broward County Uniform Permit Application
- [Mechanical Application](#), if applicable
- [Electrical Application](#), if applicable
- [Plumbing Application](#), if applicable
- [Affidavit of Landscape Compliance for Improvements](#) (Residential Lots)
- [Homeowners Association Affidavit of Awareness.](#)
IMPORTANT: Must be submitted even if you do not belong to an Association.
- Property Survey showing Setbacks and Location
- Signed and sealed drawings
- [Utility Easement Hold Harmless Agreement](#) (if applicable)
- If project is located on a [South Broward Drainage \(SBDD\)](#) a permit release must be obtained from [SBDD](#)
- [Notice of Commencement \(NOC\)](#) must be recorded, submitted, and displayed prior to scheduling the first inspection for any non-mechanical project with a job value over \$5,000.
It is preferred, but not required, to submit the NOC in advance to not hold up the first inspection request.
- For Residential Pools:
 - * Must provide [Residential Swimming Pool, Spa or Hot Tub Safety Act](#)
- For Commercial Pools:
 - * Must provide a release letter from the Department of Health/Hotel or Restaurants.
 - * Must provide approval from Broward County Environmental Protection & Growth Management Department

Required Plan Review

- Structural
- Electrical
- Mechanical, if applicable
- Plumbing, if applicable
- Zoning
- Engineering

Note: Sub Permit may be required for a Fence.