
Addition Permit Checklist

#2 Sets of Plans required

[Click here to submit online.](#)

Required Permitting Documents and Information:

- [Building Application](#) – Broward County Uniform Permit Application (Revised 11/14/2025)
- [Electrical Application](#)
- [Mechanical Application](#)
- [Plumbing Application](#), if applicable
- [Homeowners Association Affidavit of Awareness](#). **IMPORTANT:** Must be submitted even if you do not belong to an Association.
- [Affidavit of Landscape Compliance for Improvements](#) (Residential Lots)
- Property Survey showing flood zone information and existing FFE, Elevations, and Setbacks
- Elevation certificate
- Signed and sealed drawings
- Soil Density Test Report Geotech Report or soil statement (if applicable)
- [Utility Easement Hold Harmless Agreement](#) (if applicable)
- [Special Inspector Form](#) (if project involves reinforced masonry construction or pilings)
- [Asbestos](#)
- [Approval from Broward County Environmental Protection & Growth Management Department](#)
- Sub Permits required for roofing and all openings.
- If project is located on a South Broward Drainage District (SBDD) a permit or release must be obtained from SBDD Special Inspector Form (for Plan Review)
- [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.

Required Plan Review

- Building
- Electrical
- Mechanical
- Plumbing
- Engineering
- Landscaping
- Zoning