

DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION

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FOUNDATION CHECKLIST

***We require 3 sets of plans/surveys Packaged and stapled together and 2 copies of applications and all other forms being submitted for this permit**

Required

- ___ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- ___ **Zoning** (1) original signed/sealed survey and two (3) copies to scale (**do not reduce or increase size**).
Survey shall not be older than two (2) years, unless no changes have been made and survey affidavit is provided. Surveys must show all easements and encumbrances. Work being done must be high lighted and have setbacks labeled and zoning of property
- ___ **Electrical** Plans (3 Footer Grounding Details)
- ___ **Engineering** Provide drainage cross sections from top of slab to property line include all dimensions and elevations show three views rear, left, and right.
- ___ Department of Planning and Environmental Protection (Stamped on each set of plans
*bring in all forms they return)
- ___ Drainage District: if applicable - (Drainage/Lake Maintenance Easement)
(Required only if structure is in easement) (Stamped on slab Location Plan)
- ___ Central Broward Water Control District
- ___ South Broward Drainage District Approval
- ___ Tindall Hammock Approval
- ___ Completed Building Permit Applications with notarized signature on applications
- ___ Contractors- A Copy of all applicable licenses (Competency & Business Tax Receipt) original insurance certificates for Workman's Comp and General Liability
- ___ Disclosure Statement - if submitted as on owner / builder application.
- ___ Plan Check Fee in the amount of \$30.00 at time of submitting application.

_____ Contractors Signature

_____ Owner signature required if applying for an owner builder permit