

# BUILDING DIVISION

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399  
PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV  
Antenna/Telecommunications  
Co-locations, New Facilities & Satellite Dish  
We require 2 sets of plans/surveys Packaged and stapled together.

- Required
- Copy of contract if submitted by a contractor.\*
  - Print out from the Broward County Property Appraisers Office ([WWW.BCPA.NET](http://WWW.BCPA.NET))
  - If suite/land are leased: owner or managing agent must provide notarized letter approving the proposed improvements (If applicable)
  - Zoning One (1) original signed/sealed survey and two (2) copies to scale (do not reduce/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.  
If applicable: May need P&Z approval contact planner  
A copy of tenant's application for Business Tax Receipt front and back  
A copy of tenants use updated tenant list and parking lot calculations  
3 plot plans showing intended areas of alterations.  
A signed statement from the wireless communications facility's owner or owners agent stating that the radio Frequency emissions comply with FCC standards for such emissions certifying that's both individually and Cumulatively with any other facility located on or immediately adjacent to the proposed facility
  - Engineering If applicable: 3<sup>Rd</sup> party report finding  
New facilities (meeting code requirements)  
Provide back-up power supply (generators)  
Show proper accessibility to site
  - Landscaping 2 sets of Landscaping plans
  - Drainage District : if applicable see agencies list
  - Structural Plans (2 complete sets, sealed by Architect/ Structural Engineer)
  - Electrical Plans (2 Complete sets, sealed by Architect/ Structural Engineer) - if applicable
  - Disclosure statement- If submitted as owner/builder.
  - Department of Planning and Environmental Protection (Stamped on each set of plans  
\*bring in all forms they return)
  - Completed Building Permit Applications & notarized applications
  - Waste Management agreement form must be signed by the contractor and notarized.
  - Contractors- A Copy of all application licenses (Competency & Business Tax Receipt) original  
Insurance certificates for Workman's Comp and General Liability
  - Plan check fee, see fee schedule item #13 required at time of submittal \*.
  - \_\_\_\_\_ Contractors Signature
  - \_\_\_\_\_ Owner signature required if applying for an owner builder permit