

# BUILDING DIVISION

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399  
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## CANVAS AWNING

**We require 2 sets of plans/surveys Packaged and stapled together.**

### Required

- Copy of contract if submitted by a contractor.\*
- If separate (storage area) please designate area on plot or survey.
- Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- Zoning** (1) original signed/sealed survey and (2) copies to scale (do not reduce 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
- 2 FLAME RETARDANT CERTIFICATE + swatch of fabric.
- LETTER FROM PROPERTY OWNER giving permission to use the property
- COMPLETED BUILDING PERMIT APPLICATION
- NOTARIZED SIGNATURE ON APPLICATION
- CONTRACTORS - A copy of all applicable licenses (Competency & Occupational) and original Insurance Certificates for Workman's Comp and General Liability
- OWNER BUILDER DISCLOSURE STATEMENT to be completed
- Waste Management agreement form must be signed by the contractor and notarized.
- Affidavit of Awareness Homeowners Association form must be signed by owner and notarized.\*
- 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