

BUILDING DIVISION

PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV

CARWASH/ CONVENIENCE STORE CHECKLIST

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

Required

- Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- Zoning** (May require Site plan approval) Consult with a planner.
(2 vacant lot surveys no older than 2 years without survey affidavit if there are no changes to property since date on survey)
(2 Location/ Site Plan (Showing all intended set backs from property line and other existing structures) Surveys must show all easements and encumbrances)
- Landscaping** Landscape plans signed and sealed by landscape architect.
- Structural** (Truss plans\Shop Drawings (3 Complete sets, signed and sealed by eng., reviewed and signed by arch\Eng. of record)
(Product Approvals 2 complete sets reviewed and signed by Arch\eng of record.)
(Complete HVHZ Roofing application with notarized signature of contractor.)
(Letters of retention from insp. Firm that will be inspecting Eng. Unit Masonry and providing supervision of truss placement.) (Soil Compaction Letter) including bearing capacity
(2 complete sets, sealed by architect/ engineer) Product approval/truss/shop drawings/roofing applications maybe submitted at a later date, however this will result in an additional fee
(2 complete sets of plans, sealed by Architect/ Structural Engineer)
- Electrical** (2 Complete sets of plans, sealed by Architect/ Structural Engineer) - if applicable
- Plumbing** (2 Complete sets of plans, sealed by Architect/ Structural Engineer) - if applicable
- Mechanical** (2 Complete sets of plans, sealed by Architect/ Structural Engineer) - if applicable 3 sets of energy calcs
- Utilities** Plans need to be reviewed and approved by Utilities Department prior to submittal to the building department (contact Heidi 954-327-3741)
- Broward County Health Department (B.C.H.D.) Septic tanks & Wells,
- 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
- Notarized Signature on Applications
- Contractors- A Copy of all application licenses (Competency & Occupational) 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 \$30.33 is required at time of submitting application permit.

Note: Temporary car washes are not permitted per Davie Code of Ordinances.

_____ Contractors signature

_____ Owners Signature if applying for an owner builder permit.