

BUILDING DIVISION

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

CARPORT 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** (1) original signed/sealed survey and (2) 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
- ___ **Engineering** (Slab Provide drainage cross sections from top of slab to property lines include all dimensions, elevations and slopes show all views.)
(Swale provide cross section of swale; must be a minimum of 3" in right away for drainage)
- ___ **Structural** (2 complete sets of plans sealed by Architect / Structural Engineer)
Soil compaction letter/Bearing capacity letter
HVHZ Roofing Application (roof addendums)
- ___ 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.

_____ Contractors signature

_____ Owners Signature if applying for an owner builder permit.

