

BUILDING DIVISION

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CARPORT/PATIO ROOF OVERHANG CHECKLIST

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)
- ___ **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.
- ___ 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

_____ Owners Signature if applying for an owner builder permit.