

# BUILDING DIVISION

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399  
PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV

## DECK CHECKLIST

**\*We require 2 sets of plans/surveys Packaged and stapled together and 2 copies of applications and all other forms being submitted for this permit**

### Required

- \_\_\_ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- \_\_\_ **Zoning**            1 Sealed Survey (Original) and 2 Copies no older than 2 years without survey affidavit  
                              Label setbacks of deck to property line and how far it is into water on survey.  
                              Surveys must show all easements and encumbrances.
- \_\_\_ **Engineering**    Complete Engineering cross section form showing drainage cross sections from top of slab (patio) to  
                              property lines include swale and all dimensions and elevations, show three views (rear, left right)
- \_\_\_ Structural Plans – (include the materials used)
- \_\_\_ Building Permit Application
- \_\_\_ Drainage District: if applicable – (Drainage/Lake Maintenance Easement)  
**(Required only if structure is in easement)**
- \_\_\_ 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.
- \_\_\_ A plan check fee of \$30.88 is due at time of submitting application.

\_\_\_\_\_ Contractors Signature

\_\_\_\_\_ Owner signature required if applying for an owner builder permit