



BUILDING DIVISION

FOUNDATION CHECKLIST

PHONE: 954.797.2066 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV

Required Forms:

- [Building Permit Application](#)
- Signed and Notarized [Addendum Form](#) by Contractor and Owner.
- A Notice of Commencement must be recorded if the job exceeds \$2,500.
- If permit submitted as an Owner Builder provide [Owner Builder Disclosure Statement](#).
- Copy of contract if job value is greater than \$5,000.
- If the contractor has a Workers' Compensation Exemption, a [Workers' Compensation Exemption Letter](#) is required.
- Copy of property search/ownership from the Broward County Property Appraisers Office WWW.BCPA.NET.

Required Permit Applications:

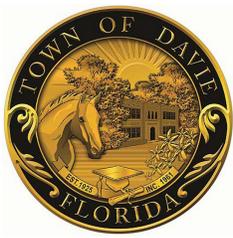
- Structural
- Electrical
- Plumbing

Permit Review Steps:

- Structural
- Electrical
- Engineering
- Plumbing (If Applicable)
- Landscaping (If Applicable)

Minimum Plan Submittal:

- Two (2) sets of plans (shown on a recent Certified Property Survey or separate Site Plan)
- Two (2) sets of plans showing the proposed new foundation (including the pile location). Plans for foundation must only indicate the work pertaining to new foundation.
- One (1) Geotechnical soil report or soil statement per FBC 1803 (indicate the design bearing capacity and the allowable soil bearing capacity)
- Pile foundations require [Special Inspector Form](#) prepared to be completed by special inspector and signed by owner and contractor per FBC 110.10.1.
- Provide an executed [Hold Harmless](#) utility easement agreement form if proposed work is located within such easements.



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Outside Agency Approvals:

- Approval from Broward County Environmental Protection and Growth Management Department (EPD). Permit must be applied for within 30 days of EPD approval.

Submittal Fees:

Residential/Commercial: 0.75% of construction value or minimum fee of \$25.00.