



## DOCK REQUIREMENTS PERMIT APPLICATION CHECKLIST

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### Minimum Permit Application Requirements:

Broward County Uniform Building Permit Application (*filled out and notarized*)

Documented proof of cost, including labor and materials for **all** trades (*signed contract*) Notice of Commencement (*if job value is over \$5,000*)

Signed and Sealed Drawings with all Design Calculations

- Verify dock installation meets wind load specifications
- Verify framing meets uplift & lateral forces

S.I. form properly completed, signed and sealed by PE

FBC110.10.1.1 Building or structure or part thereof of unusual size, height, design or method of construction and critical structural connections require a special inspector.

FBC 110.10.7 At completion of all work, the special inspector shall submit a signed and sealed certificate of compliance to the Chief Structural Inspector stating that work has been done substantially in accordance with the applicable portions of the permitted construction documents and the Florida Building Code.

Owners Notification Form signed by the Owner and Contractor

**THE PERMIT APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE MINIMUM DOCUMENTATION  
OTHER DOCUMENTS MAY BE REQUIRED DEPENDING UPON THE JOB CONDITIONS**

# BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Revised 11-14-2025

Select One Trade:  Building  Electrical  Plumbing  Mechanical  Other \_\_\_\_\_

Private Provider?  YES  NO If yes, attach [Form # 61G20-2.005-2002-01](#)

Application Number: \_\_\_\_\_ Application Date: \_\_\_\_\_

1	Job Address: _____	Unit: _____	City: _____	
	Tax Folio No.: _____ Flood Zn: _____ BFE: _____ Floor Area: _____ Job Value: _____			
	Building Use: _____		Construction Type: _____	Occupancy Group: _____
	Present Use: _____		Proposed Use: _____	
	Description of Work: _____			
<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Revision		<input type="checkbox"/> Other: _____		
Legal Description: _____			<input type="checkbox"/> Attachment	
2	Property Owner: _____ Phone: _____ Email: _____			
	Owner's Address: _____ City: _____ State: _____ Zip: _____			
	Contracting Co.: _____ Phone: _____ Email: _____			
3	Company Address: _____ City: _____ State: _____ Zip: _____			
	Qualifier's Name: _____		Owner-Builder License Number: _____	
	<input type="checkbox"/> License Exempted per F.S. 489.117(4)(a)1		Business Tax Receipt Number: _____	
4	Architect/Engineer's Name: _____ Phone: _____ Email: _____			
	Architect/Engineer's Address: _____ City: _____ State: _____ Zip: _____			
	Bonding Company: _____			
	Bonding Company's Address: _____ City: _____ State: _____ Zip: _____			
	Fee Simple Titleholder's Name (If other than the owner) _____			
	Fee Simple Titleholder's Name (If other than the owner) _____ City: _____ State: _____ Zip: _____			
	Mortgage Lender's Name: _____			
Mortgage Lender's Address: _____ City: _____ State: _____ Zip: _____				

## BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Job Address: \_\_\_\_\_ Unit: \_\_\_\_\_ City: \_\_\_\_\_

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

<p><input checked="" type="checkbox"/> _____ Signature of Property Owner or Agent (Including Contractor)</p> <p><b>STATE OF FLORIDA</b> <b>COUNTY OF</b> _____</p> <p>Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20____ by _____</p> <p style="text-align: center;">(Type/Print Property Owner or Agent Name)</p> <p>NOTARY'S SIGNATURE as to Owner or Agent's Signature</p> <p>Notary Name _____ (Print, Type or Stamp Notary's Name)</p> <p>Personally Known _____ Produced Identification _____</p> <p>Type of Identification Produced _____</p>	<p><input checked="" type="checkbox"/> _____ Signature of Qualifier</p> <p><b>STATE OF FLORIDA</b> <b>COUNTY OF</b> _____</p> <p>Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20____ by _____</p> <p style="text-align: center;">(Type/Print Qualifier or Agent Name)</p> <p>NOTARY'S SIGNATURE as to Qualifier or Agent's Signature</p> <p>Notary Name _____ (Print, Type or Stamp Notary's Name)</p> <p>Personally Known _____ Produced Identification _____</p> <p>Type of Identification Produced _____</p>
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APPROVED BY: \_\_\_\_\_ Permit Officer \_\_\_\_\_ Issue Date: \_\_\_\_\_ Code in Effect: \_\_\_\_\_  
FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY

**A jurisdiction may use a supplemental page to request additional information and cite other conditions. Please inquire.**

Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.

\*\*\*Issuance of a building permit by the City of Margate does not guarantee that the work permitted is allowed by your homeowner's association. The homeowner and/or contractor is responsible for obtaining their approval separately.\*\*\*

PERMIT NUMBER: \_\_\_\_\_

## **NOTICE OF COMMENCEMENT**

The undersigned hereby given notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes the following information is provided in the Notice of Commencement.

**1. DESCRIPTION OF PROPERTY** (Legal description & street address, if available) **TAX FOLIO NO.:** \_\_\_\_\_

**SUBDIVISION** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **TRACT** \_\_\_\_\_ **LOT** \_\_\_\_\_ **BLDG** \_\_\_\_\_ **UNIT** \_\_\_\_\_

**2. GENERAL DESCRIPTION OF IMPROVEMENT:** \_\_\_\_\_

**3. OWNER INFORMATION:** a. Name \_\_\_\_\_

b. Address \_\_\_\_\_ c. Interest in property \_\_\_\_\_

d. Name and address of fee simple titleholder (if other than Owner) \_\_\_\_\_

**4. CONTRACTOR'S NAME, ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

**5. SURETY'S NAME, ADDRESS AND PHONE NUMBER AND BOND AMOUNT:** \_\_\_\_\_

**6. LENDER'S NAME, ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13 (1) (a) 7., Florida Statutes:

**NAME, ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

8. In addition to himself or herself, Owner designates the following to receive a copy of the Lienor's Notice as provided in Section 713.13 (1) (b), Florida Statutes:

**NAME, ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

9. Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is specified): \_\_\_\_\_, 20 \_\_\_\_\_

**WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

**Signature of Owner or**

**Owner's Authorized Officer/Director/Partner/Manager**

State of Florida

County of Broward

**Print Name and Provide Signatory's Title/Office**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

By \_\_\_\_\_, as \_\_\_\_\_  
(name of person) \_\_\_\_\_ (type of authority,...e.g. officer, trustee, attorney in fact)

For \_\_\_. (name of party on behalf of whom instrument was executed)

\_\_\_\_ Personally known or \_\_\_\_\_ produced the following type of identification: \_\_\_\_\_

Notary

(Signature of Notary Public)

Under Penalties of perjury, I declare that I have read the foregoing and that the facts in it are true to the best of my knowledge and belief (Section 92.525, Florida Statutes).

**Signature(s) of Owner(s) or Owner(s)' Authorized Officer/ Director / Partner/Manager who signed above:**

By \_\_\_\_\_

By \_\_\_\_\_

Broward County Board of Rules and Appeals  
One North University Drive, 3500-B  
Fort Lauderdale, Florida 33324

Effective: April 8<sup>th</sup>, 2021  
Telephone: 954.765.4500  
Facsimile: 954.765.4504

**FORM FOR "SPECIAL BUILDING INSPECTOR"**  
**SECTION 110.10 – BROWARD COUNTY ADMINISTRATIVE CODE**  
**AND THE FLORIDA BUILDING CODE, 8th Edition 2023**

**NOTICE TO PROPERTY OWNER:**

You are hereby directed in accordance with Section 110.10.1 or 110.10.2 of the Broward County Administrative Code and the Florida Building Code to retain a Special Structural Inspector (A Florida Registered Architect or Licensed Engineer) to perform the following mandatory or discretionary inspections, as outlined in Section 110.10 of the Florida Building Code and submit progress reports, inspections reports, and a Certificate of Compliance to the Building Official as per Sections 110.10.6 and 110.10.7 of the Florida Building Code.

**Note:** The Building Official determines which discretionary inspections are to be delegated.

DATE: \_\_\_\_\_ IDENTIFICATION, CONTROL OR BUILDING PERMIT # \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

JOB ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_ FOLIO #: \_\_\_\_\_

**A. MANDATORY INSPECTIONS TYPE BY CODE:**

1) Precast Concrete Units – Section 110.10.2.1 ..... Yes  No   
2) Reinforced Unit Masonry – Section 110.10.2.2 (per ACI 530.1-13-Level B Quality Assurance)\* ..... Yes  No   
\*unless noted otherwise on plan ..... Yes  No   
3) Connections – 110.10.2.3 ..... Yes  No   
4) Metal System Buildings – Section 110.10.2.4 ..... Yes  No   
5) Smoke Control Systems – Section 110.10.2.5 ..... Yes  No

**B. DISCRETIONARY INSPECTION TYPE BY BUILDING OFFICIAL:**

1) Building Structures or part thereof of Unusual Size, Height, Design or Method of Construction and  
Critical Structural Connections – Section 110.10.1.1 ..... Yes  No   
2) Windows, Glass Doors and Curtain Walls on buildings over two (2) stories – Section 110.10.1.1 ..... Yes  No   
3) Pile Driving Only – Section 110.10.1.1 ..... Yes  No   
4) Precast Concrete Units – Section 110.10.2.1 ..... Yes  No   
5) Reinforced Unit masonry – Sections 110.10.2.2 ..... Yes  No   
6) Other ..... Yes  No

**C. MANDATORY DOCUMENTATION**

1) Inspection schedule stating the specific inspection that will be made and at what phase of construction must be submitted with this application.  
2) Progress Report/Inspection reports during construction in accordance with Section 110.10.6.  
3) Certificate of Compliance must be submitted prior to the scheduling of the final building inspection, Section 110.10.7.

**ACKNOWLEDGMENT**

Permit Holder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

License # (if applicable): \_\_\_\_\_

**SPECIAL BUILDING INSPECTOR:**  Registered Architect and/or  Licensed Engineer

Signature of Special Building Inspector: \_\_\_\_\_

Printed Name of Special Building Inspector: \_\_\_\_\_

Address of Special Building Inspector: \_\_\_\_\_

DATE and SEAL

State of Florida Registration # \_\_\_\_\_ Telephone # \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

Building Official (or designated representative)

**\*\*\*BE ADVISED THIS DOES NOT PRECLUDE YOU FROM OTHER MANDATORY INSPECTIONS IN THE CODE\*\*\***



# SECURE THIS JOB

**DURING A HURRICANE WATCH  
& BEFORE THE ONSET OF HURRICANE VELOCITY WINDS  
YOU ARE REQUIRED TO SECURE THIS JOB**

**IN ACCORDANCE WITH THE BOARD COUNTY ADMINISTRATIVE PROVISIONS  
OF THE FLORIDA BUILDING CODE SECTION 110.13**

**All loose objects  
in exposed outdoor locations  
shall be lashed to rigid construction  
or shall be stored in buildings.**

**Florida Building Code Broward County Administrative Provisions  
Section 110.13.2**

**NOTICES ISSUED BY THE NATIONAL WEATHER SERVICE OF A HURRICANE WATCH ARE DEEMED SUFFICIENT NOTICE  
TO THE OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR  
RESPONSIBLE FOR SAID CONSTRUCTION, TO SECURE LOOSE CONSTRUCTION DEBRIS AND LOOSE CONSTRUCTION  
MATERIALS AGAINST EFFECTS OF HURRICANE FORCE WINDS.**

**THIS INCLUDES BUT IS NOT LIMITED TO:**

<b>110.13.2.1 Road Right-of-Way shall remain clear of construction waste and trash</b>	
<b>110.13.2.2 Construction Waste and Trash Contained</b>	<b>110.13.2.3 Construction Materials; Loose Construction Debris; Roofing Tile &amp; Materials; Temporary Electric Service Poles; Temporary Toilets and Temporary Construction Trailer</b>
<b>AND PROTECT ALL GLASS AREAS</b>	