



## **Requirements for Local Business Tax Receipt (LBTR) Inspections**

**THIS DOCUMENT MUST BE KEPT ONSITE FOR INSPECTION AND RETAINED FOR YOUR RECORDS.**

Inspectors will record the date and status of your inspection during their visit. The Building Department will notify the Local Business Tax Receipt Department once all required inspections have been approved.

INSPECTION	APPROVED	DISAPPROVED	DATE
ELECTRICAL			
FIRE			
MECHANICAL			
PLUMBING			
STRUCTURAL			

Following your initial inspection, if any of the six inspectors provides a list of violations or items requiring correction, it is your sole responsibility to ensure that all listed issues are addressed in a timely manner.

Once all violations have been corrected (with or without permits, depending on the nature of the violation), **you must set up a reinspection with the Building Department.**

*To Reschedule Inspections, Please Call Our Automated  
Inspection Line 954-970-3112*

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### **IMPORTANT NOTICE**

**THE ISSUANCE OF A LOCAL BUSINESS TAX RECEIPT (LBTR) IS CONTINGENT UPON  
SUCCESSFULLY PASSING ALL THE REQUIRED INSPECTIONS (CODE COMPLIANCE,  
ELECTRICAL, FIRE, MECHANICAL, PLUMBING, AND STRUCTURAL). FAILURE TO OBTAIN  
THE LBTR WITHIN 45 DAYS, WILL RESULT IN A RENEWAL INSPECTIONS FEE AND THE  
ISSUANCE OF A VIOLATION NOTICE. APPEARANCE BEFORE THE SPECIAL MAGISTRATE  
MAY BE REQUIRED AND ADDITIONAL FINES AND FEES MAY BE IMPOSED.**

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## **Requirements for Local Business Tax Receipt (LBTR) Inspections**

The following are general lists of inspection items that will need to be in compliance in order to obtain your LBTR.

**THE ISSUANCE OF A LOCAL BUSINESS TAX RECEIPT (LBTR) IS CONTINGENT UPON COMPLETING AND PASSING ALL THE REQUIRED INSPECTIONS. FAILURE TO OBTAIN THE LBTR WITHIN 45 DAYS, WILL RESULT IN A RENEWAL INSPECTIONS FEE AND THE ISSUANCE OF A VIOLATION NOTICE. APPEARANCE BEFORE THE SPECIAL MAGISTRATE MAY BE REQUIRED AND ADDITIONAL FINES AND FEES MAY BE IMPOSED.**

Title III, 2017 Edition of the Florida Accessibility Code, the 2023 Florida Building Code, and City of Margate Ordinances - with their supporting Florida Statutes, have been used to compile this list. Please contact the Building Department with any questions.

**A 6' TO 8' STEPLADDER IS REQUIRED AT THE BUSINESS DURING INSPECTIONS**

### **Structural Inspection:**

- Accessibility to business to include: ramp rails, parking spaces, door width, platforms, lever locksets, etc.
- Bathroom accessibility – Door width, lever locks, signage, location, size and height of grab bars, mirrors, bowl, sink, paper and soap dispensers, lever lavatory faucet handles and sink pipe insulation.
- Means and path of egress to include location and size of the doors, lever locks, closures, thresholds, length and width of corridors, fire ratings, exterior platform, stair dimensions, glass type, vision panels, pass-thrus

### **Plumbing Inspection:**

- Plumbing risers, dead ends, venting, floor drains, fixtures spacing, mop sinks, compartment sinks, drinking fountain, laundry sinks, service size, control valves, backflow preventers, isolation valves, fire systems, gas systems, pool and spa systems, types and sizes of piping and impervious surfacing floor and wall.
- Accessibility – Location, height and size of fixtures and accessories, faucet grasp-ability and lavatory pipe insulation.

### **Electrical Inspection:**

- Ladder to access above ceiling, panel accessibility, panel blanks spacers, panel schedule; Ground fault protection in bathrooms, kitchens, garages, wet and damp locations; Covers plates; Ceiling light fixture anchored above ceiling. All cables are to be supported above ceiling.
- Emergency and Exit lights are to be correctly operational and in proper locations.
- No Romex wiring in certain building types.
- No electrical extension cords going above the ceiling or used as permanent wiring etc. (per NEC).
- Working clearance to electric panel board, 30" wide, 36" deep in front of electrical panel.

### **Mechanical Inspection:**

- The size, location, type, support, anchorage, fire ratings, over-current protection, and compliance with the manufacturer's specifications; State Energy Code and Florida Accessibility Code of all split package and wall A/C units, refrigerator, condensation pumps, exhaust and ventilation systems including fire suppression and hood construction. Fire dampers, radiation dampers, cooler boxes (including floors), all penetrations, soakage pits, stands, slabs, dry wells, height and location of thermostats and all fire gas and conditioning piping tubing.



## **Requirements for Local Business Tax Receipt (LBTR) Inspections**

### **Fire Inspection:**

#### **Margate Fire Department Community Risk Reduction Division:**

ALL FIXTURES, FURNISHINGS AND STOCK MUST BE IN PLACE PRIOR TO YOUR INSPECTION, EMPTY PREMISES WILL NOT BE APPROVED AND RE-INSPECTION FEE MAY BE REQUIRED

- Address numbers need to be posted on the front and rear doors. Min 8" with contrasting background
- One certified multi-purpose ABC extinguisher with a minimum 2A-10BC rating is required for each 2500 square feet area. Fire extinguisher must have current service tag provided by a state licensed fire extinguisher contractor.
- Automatic extinguishing systems must be serviced semi-annually by a state licensed contractor. Hood and duct systems above cooking services must be clean and free of grease. Fire suppression and hood cleaning inspection report must be onsite and submitted online to <https://www.thecomplianceengine.com/>
- Fire sprinkler systems must be certified annually, semi-annually and quarterly by a state license sprinkler contractor. Stock must be kept at a minimum of 18 inches below sprinkler heads. The fire sprinkler inspection report must be onsite and submitted online to <https://www.thecomplianceengine.com/>
- Exit lighting and emergency lighting must be functional. Exit doors must be equipped with only one locking device and that device must be quick-release or panic type.
- Assembly occupancies, such as restaurants, (50 or more occupants) must display a maximum occupancy sign (15 sq. ft. per person) and seating diagram.
- Electrical extension cords may not be utilized as permanent wiring. Circuit breakers need to be assessable, labeled as to what they control and free of openings.
- Tenant separation fire walls must extend to the underside of the roof and be properly sealed.

### **Code Compliance Inspection**

**EXTERIOR ONLY** Applicant Presence on Site: **NOT REQUIRED**

#### **General Requirements (Applicable to All Properties):**

- **Address Numbers Displayed** (Sec.35-14) – Front wall (or door) and rear door must display address numbers with a minimum height of 8" and contrasting background color.
- **Signage** (Sec. 40.706) – All permanent and temporary signs require permits. Includes building-affixed signs, grand opening and banner signs.
- **Business Vehicles** (Sec. 26-2) – Approved as accessory use vehicles must be properly parked on-site.

#### **Additional Requirements for Standalone Buildings:**

- **Garbage Container Area** (40.355 E) – Must be properly maintained and free of debris.
- **Landscaping** (40.704 L) - Maintained in a neat and healthy condition. Hedges must be trimmed to allow adequate visual clearance.
- **Exterior Building Maintenance (40.355)** – Structure must be in a good state of repair (no damage, peeling paint, etc.)
- **Parking Lot Maintenance** (40.355 G) - No potholes, cracks, damaged curbs or wheel stops. Stripping must be visible and properly maintained.
- **Exterior Lighting** (40.355) – All light fixtures must be functional.