



SIMPLIFIED PERMITTING PROCESS FOR FIRE ALARMS PER FLORIDA STATE STATUTE 553.7932 20 DEVICES OR FEWER - CHECKLIST

Required Forms:

- ☐ Broward County Uniform Application (***filled out and notarized***)
- ☐ A Notice of Commencement must be recorded if the job exceeds \$5,000.
- ☐ The contractor must be registered by the City of Margate
- ☐ Copy of Property Search/Ownership from Broward County Property Appraisers Office
WWW.BCPA.NET

Required Permit Applications:

- **Electrical** – Broward County Uniform Application
- **Fire** – Broward County Uniform Application

Permit Review Stops:

- **Electrical** – Plans reviewed at job site during Rough Inspection
- **Fire** – Plans reviewed at job site during Rough Inspection

Information For Permit:

- This permit is only for an alteration of a total of 20 or fewer initiating devices and notification devices, the installation of replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment, cooperative, or condominium building, or the replacement of an existing fire alarm panel using the same make and model as existing panel.
- While submittal of plans or specifications are not required as a condition of obtaining a permit for a fire alarm system project that meets the parameters of FSS 553.7932(2)(c), FSS 553.7932(5) requires a contractor to keep a copy of the plans and specifications, along with the permit, at the fire alarm system project worksite and make such plans and specification available to the inspector at each inspection.
- Fire alarm system work valued over \$5,000 in cost is to be dated, signed and sealed by a Florida Registered Professional Engineer.
- An inspection will be provided on the next business day if requested by 2pm, if after 2pm it will be provided on the second business day. Inspections are conducted Monday-Thursday.
- Once the inspector for both Fire and Electrical have approved the plans at the job site, you must submit a revision in Projectdiox for Electronic Plan Review within four (4) days, to upload these plans. It is **required** to upload field approved plans prior to scheduling the Fire and Electrical Final Documentation final inspection to close/complete permit.

Please Note:

- If a fire alarm project does not meet the parameters of FSS.7932, a regular Fire Alarm System permit will be required.

Effective 10/1/2025

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: _____

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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: _____

☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other: _____Legal Description: _____ ☐ Attachment**2**

Property Owner: _____ Phone: _____ Email: _____

Owner's Address: _____ City: _____ State: _____ Zip: _____

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Contracting Co.: _____ Phone: _____ Email: _____

Company Address: _____ City: _____ State: _____ Zip: _____

Qualifier's Name: _____ Owner-Builder License Number: _____

☐ 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.

X _____
Signature of Property Owner or Agent (Including Contractor)

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Property Owner or Agent Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

X _____
Signature of Qualifier

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of
____ physical presence or ____ online notarization, this ____ day of

_____, 20____ by

(Type/Print Qualifier or Agent Name)

NOTARY'S SIGNATURE as to Qualifier or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ Produced Identification _____

Type of Identification Produced _____

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.