Required Permit Applications

- Building Permit Application (Broward County Link)
- Building Permit Application (Electrical) (Broward County Link)
- Building Permit Application (Plumbing, if applicable) (Broward County Link)
- Building Permit Application (Mechanical, if applicable) (Broward County Link)
- Roof Permit Application
- Lot Coverage Calculation Worksheet
- $100 Deposit Required if job value over $12,500

Permit Review Stops (Your application will be reviewed by the following disciplines)

- Structural
- Electrical
- Plumbing
- Mechanical
- Zoning
- Engineering
- Fire (if condominium or multi-family)

Minimum Plan Submittal (Electronic Submittals Only Require 1 Set of Documents)

- Job value must be listed on permit application (Itemized cost breakdown may be required)
- Two (2) copies of Survey or Site Plan showing the location and/or scope of work
  (Survey can be requested from the city by submitting a records request)

Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.
Residential Addition Permit Application Checklist

Building Department • 9500 West Sample Road • Coral Springs, FL 33065 | coralsprings.gov/building
Mon-Thurs: 7:30a - 5p, Fri: 7:30a - 2:30p | Phone: 954-344-1025 | Fax: 954-344-5948

Page 2 of 2

Please note that this checklist is not intended to be all-inclusive.
Due to changes in codes, regulations, and ordinances, other requirements may apply.

- Two (2) sets of Plans signed and sealed by a Florida licensed Architect/Engineer
- Two (2) sets Geotechnical Reports
- Two (2) sets Structural Calculations
- Manufacturer’s Installation Instructions for Tile Backer Board (Structural, if applicable)
- Manufacturer’s Specifications (Electrical, if applicable)
- Equipment Tie-Down Specifications (Mechanical, applicable)
- Two (2) copies Special Building Inspector Form (if applicable) (Broward County Link)
- Statement of Responsibility Regarding Asbestos (SRRA) (Broward County Link)

Other Requirements & Information

- Contractor Registration Requirements (if Contractor not registered with City)
- Owner/Builder Affidavit Packet (if Owner/Builder)
- Notice of Commencement (if job value over $2,500, required before 1st inspection) (Broward County Link)
- Energy Calculations
- Two (2) sets Shop Drawings (if applicable)
- Two (2) sets Product Approval, reviewed and approved by designer of record
- Product Approval Submittal Packet (if applicable)
- Truss Layout Plans (required prior to foundation inspection, if applicable)
- Asbestos Compliance Program (Broward County Link)
- Waste Hauler Information