



## Shed Permit Application Checklist

### BUILDING DEPARTMENT

Revision Date: 4/22/2024

Form I.D. Number: 059.0

### Required Permit Applications

- [Building Permit Application](#) (Broward County Link)

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

- Structural
- Zoning

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

- Two (2) copies of Survey showing location of enclosure & proposed foundation  
(Survey can be requested from the city by submitting a [records request](#))
- Two (2) copies of NOA's or State of Florida Product Approvals for the shed
- For pre-fabricated shed, two (2) sets of state approved drawings with sealed anchoring specifications
- For site-built shed, two (2) sets of Plans, signed and sealed by a Florida licensed Architect/Engineer

### 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 \$5,000, required before 1<sup>st</sup> inspection) (Broward County Link)
- Maximum size is 150 square feet and shall not exceed the height of the main structure. They must also be compatible in color and material. Sheds are required to be screened from view from the street and adjacent properties.

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



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Additional information can be found in Section 250129 (8) of the Land Development Code.

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