City of Pompano Beach
Department of Development Services
Building Inspections Division

100 W. Atlantic Blvd
Pompano Beach, FL 33060
Phone: 954.786.4669

Foundation Only Checklist

WHEN DO I NEED A PERMIT?

The installation of a foundation, whether Commercial or Residential, requires a Building Permit be issued.

REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

- ☐ Submit a completed Broward County Uniform Permit Application (Building Checked) from a licensed General contractor. Separate applications for temporary construction fence, erosion control, foundation, piles and temporary construction trailer (if applicable).
- ☐ Submit a completed, signed, sealed and dated Threshold Inspection Application and Special Building Inspector Form from licensed architect or engineer.
- ☐ Submit a completed Broward County Uniform Permit Application (Plumbing Checked) from a licensed plumbing contractor. (mech app only for any underground refrigeration lines / chiller lines)
- ☐ Submit a completed Broward County Uniform Permit Application (Electrical Checked) from a licensed Electrical contractor.
- ☐ Submit a completed Zoning Compliance Permit Application from a licensed contractor.
- ☐ Submit a completed Fire Review Application from a licensed contractor.
- ☐ Submit a completed Engineering Permit Application from a licensed contractor.
- ☐ Submit a completed Tree Permit Application from a registered Broward County Tree Trimmer for removals and relocations, with a Tree Survey prepared, signed and sealed by a Florida Registered Surveyor, Tree Appraisal prepared by an ISA Certified Arborist or a Tree Protection Plan and Tree Protection Detail.
- ☐ Submit the Broward County Environmental Review, Planning and Redevelopment Division approval along with Broward County Transportation Concurrency Satisfaction Certificate. Plans can be submitted to Broward County through this portal.
- ☐ Submit all applicable Broward County and Florida State approvals. If applicable, submit crane details and Federal Aviation Administration (FAA) approval.
- ☐ Submit signed and sealed Geotechnical/Subsoil Report and a completed Special Inspector Form if pile installation is utilized.
- ☐ Submit a Topographic Survey with flood data showing flood zone, base flood elevation, crown of road , finish floor elevation and wave analysis. If in a coastal community, submit a V Zone Certificate from the Federal Emergency Management Association (FEMA) ensuring that the building built in a V Zone is anchored to resist wind and water loads acting simultaneously.
- ☐ Submit a Maintenance of Traffic Plan (MOT) with Broward County, Fire Prevention and Engineering Department Approvals.
- ☐ Submit a full set of Civil Plans, Site Plans, Elevations, Foundation Plans, Floor Plans, Structural Plans and Calculations, Mechanical Plans, Landscape Plans, Tree Disposition Plans, etc.

pompano beach
Florida's Warmest Welcome

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INSPECTIONS

Foundation Only Permit Inspections

1. BLDG PILES
2. BLDG PILE LOG
3. BLDG FOOTINGS
4. BLDG GRADE BEAMS (as applicable)
5. BLDG ENGINEER REPORTS
6. BLDG ELEVATION SURVEY
7. BLDG FINAL STRUCTURAL

Zoning Permit Inspections

1. Z ZONING FINAL

Fire Permit Inspections

1. FIRE DEPARTMENT FINAL

Electrical Permit Inspections

1. EL FOUNDATION GROUND
2. EL FINAL-ELECTRICAL

FOUNDATION ONLY NOTE FOR THE CONSTRUCTION DOCUMENTS

FBC 105.13 PHASED PERMIT APPROVAL. AFTER SUBMITTAL OF THE APPROPRIATE CONSTRUCTION DOCUMENTS, THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A PERMIT FOR THE CONSTRUCTION OF FOUNDATIONS OR ANY OTHER PART OF A BUILDING OR STRUCTURE BEFORE THE CONSTRUCTION DOCUMENTS FOR THE WHOLE BUILDING OR STRUCTURE HAVE BEEN SUBMITTED AND UPON PAYMENT OF THE REQUIRED FEE. THE HOLDER OF SUCH PERMIT FOR THE FOUNDATION OR OTHER PARTS OF A BUILDING OR STRUCTURE SHALL PROCEED AT THE HOLDER'S OWN RISK WITH THE BUILDING OPERATION AND WITHOUT ASSURANCE THAT A PERMIT FOR THE ENTIRE STRUCTURE WILL BE GRANTED. CORRECTIONS MAY BE REQUIRED TO MEET THE REQUIREMENTS OF THE TECHNICAL CODES.

CITY ORDINANCE 152.12 (A) (5) THE PERMIT FEE FOR A FOUNDATION-ONLY PERMIT SHALL BE $1.00 PER SQ. FT. THE FOREGOING FEES ARE IN ADDITION TO TOTAL BUILDING FEES.

NOTICE OF COMMENCEMENT

A Notice of Commencement is required to be submitted when the contract price is greater than $5,000.00. A recorded copy of the N.O.C. can be submitted with the permit application, or made available on the job site during your first inspection. Visit Broward County's website for more information: https://www.broward.org/RecordsTaxesTreasury/Records/Pages/NoticeofCommencement.aspx