



Florida's Warmest Welcome

100 W. Atlantic Blvd Pompano Beach, FL 33060

Phone: 954.786.4669 Fax: 954.786.4677

**City of Pompano Beach**  
Department of Development Services  
Building Inspections Division

## Cooling Towers Checklist

### WHEN DO I NEED A PERMIT?

The installation, alteration or major repair of a cooling tower requires a Mechanical Permit be issued.

### REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

- Submit a completed [Broward County Uniform Permit Application \(Mechanical Checked\)](#) from a licensed mechanical contractor.
- Submit a completed [Broward County Uniform Permit Application \(Plumbing Checked\)](#) from a licensed plumbing contractor.
- Submit a completed [Broward County Uniform Permit Application \(Electrical Checked\)](#) from a licensed Electrical contractor.
- Submit a completed [Broward County Uniform Permit Application \(Structural Checked\)](#) from a licensed Structural contractor.
- Submit a completed [Fire Review Application](#) from a licensed contractor.
- Submit a completed [Zoning Compliance Permit Application](#) from a licensed contractor.
- Submit signed & sealed drawings by a Licensed Engineer/Architect. For Example (location, attachments, & lay out controls per Section 908 in the 2017 FMC).
- Submit manufacturer installation instructions.
- Submit Broward County ( P.D.M.D. ) Planning and Development Management Division approval.
- Submit a completed [Special Inspector Form](#) if there are connections that need to be welded.

### INSPECTIONS

#### Mechanical Permit Inspections

1. M CURB/ROOF STAND IN PROGRESS
2. M PIPE PRESSURE TEST
3. M GROUND ROUGH/CONDENSATE
4. M ROUGH
5. M FINAL-MECHANICAL

#### Plumbing Permit Inspections

1. P WATER SERVICE
2. P FINAL-PLUMBING

*Each project is unique, so additional items may be required depending on the scope of work being done.*

*Updated 6/9/2020*



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### Electrical Permit Inspections

1. EL ROUGH
2. EL FINAL-ELECTRIC

### Building Permit Inspections (If applicable)

1. BLDG SLAB/REINFORCING
2. BLDG FINAL STRUCTURAL

### Fire Department Permit Inspections (If applicable)

1. FP FIRE DEPARTMENT FINAL

### Zoning Permit Inspections (If applicable)

1. Z ZONING FINAL

## **NOTICE OF COMMENCEMENT**

A Notice of Commence is required to be submitted when the contract price is greater than \$2,500.00 for Mechanical change-outs. 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>

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