



Florida's Warmest Welcome

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

## Flooring / Sound Barrier Checklist

### WHEN DO I NEED A PERMIT FOR REPLACING FLOORS?

A Flooring Permit is only required when new floors are being installed in a Condo Unit or similar Dwelling area, when said unit is above another dwelling unit or public / service area. Condo units on the ground floor do not require flooring permits.

In addition, Commercial spaces and Single Family Residences do not require a permit to replace floors.

### REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

- Submit a completed [Broward County Uniform Permit Application \(Building Checked\)](#) from a licensed Building contractor.
- Letter from the Condo Association approving the proposed work being done.
- Floor plan of the unit / area showing the scope of work
- Sound Transmission / Acoustic report showing the type of flooring (Tile / Wood / Vinyl) and underlayment being used have meet the following requirements:
  - 1) STC (Sound Transmission Class) rating of 50 or greater.**  
*(How good the assembly is at stopping airborne noise transferring from place to place.)*
  - 2) IIC (Impact Isolation Class) rating of 50 or greater.**  
*(Measures a floor assembly's ability to absorb impact sound - like footsteps.)*
  - 3) Test Report matches Site Conditions:** Please make sure the submitted report also reflects accurate site conditions (Drop Ceiling vs No Ceiling Assembly, 6 inch Concrete vs 8 inch Concrete floor), as these factors impact test result scores.

### INSPECTIONS

#### Building Permit Inspections

- 1) Sound Barrier In-Progress  
*(Inspector verifies required underlayment material is being installed as required by manufacturer. The Inspector must also verify the correct adhesive material is being used.)*
- 2) BLDG Final Inspection  
*(Called when work is completed after Sound Barrier In-Progress has passed)*

### NOTICE OF COMMENCEMENT

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

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

*Updated 9/19/2019*