



Florida's Warmest Welcome

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City of Pompano Beach
Department of Development Services
Building Inspections Division

Septic to Sewer Conversion Checklist

WHEN DO I NEED A PERMIT?

The conversion from a septic tank to connect to the City sewer, whether Commercial or Residential, requires a Plumbing Permit be issued.

REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

- Submit a completed [Broward County Uniform Permit Application \(Plumbing Checked\)](#) from a licensed Plumbing contractor or owner/builder.
- Submit a completed [Owner / Builder Statement Affidavit](#), should the applicant utilize Florida Statute 489.103 Exemptions and assume responsibilities of contractor. (Owner/Builder not applicable for work in Condominiums)
- Submit the Broward County (P.D.M.D.) Planning and Development Management Division approval.
- Submit a drawing showing the sewer connection. Requires a 6" clean out up to grade at sewer lateral if not already installed.

INSPECTIONS

Plumbing Permit Inspections

1. P SEWER
2. P FINAL PLUMBING

NOTICE OF COMMENCEMENT

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

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

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