



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

## Electrical Service Change Checklist

### WHEN DO I NEED A PERMIT?

The change of electrical service, whether Commercial or Residential, requires an Electrical Permit be issued.

### REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

- Submit a completed [Broward County Uniform Permit Application \(Electrical Checked\)](#) from a licensed Electrical contractor or owner/builder.
- Submit a riser diagram from an Architect, Engineer, or with the notarized signature of the Electrical Contractor, that shows the size of the service, conductor sizes, panel schedules & grounding electrode system.
- New and/or re-located electrical service shall be underground as per the City of Pompano Beach Ordinance 152.07.
- Provide a load calculation.
- Provide AIC calculation and the rating of service equipment.

### INSPECTIONS

#### Service Change Permit Inspections

1. EL ROUGH
2. EL SERVICE CHANGE
3. EL FINAL-ELECTRICAL

### 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.*

*Updated 10/14/2019*