Lauderdale-By-The-Sea
Building Department
4501 Ocean Drive
Lauderdale-By-The-Sea, FL 33308
Phone: (954)640-4215
Fax: (954)640-4211

PERMIT NUMBER_____

MINIMUM PERMIT REQUIREMENTS

FOR

DRIVEWAYS, WALKS AND PATIOS

PERMIT APPLICATION COMPLETELY FILLED OUT SIGNED AND NOTARIZED

DOCUMENTED PROF OF COST INCLUDING ALL TRADES

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED IN DUPLICATE

NOTICE OF COMMENCEMENT OVER $ 2,500.00 IN VALUE

PERMIT FROM ENGINEERING AND ZONING

HOMEOWNERS APPROVAL IF REQUIRED

SURVEY SHOWING ALL EASEMENTS

PLAN SHOWING LOCATION OF DRIVEWAY, WALK OR PATIO

DOCUMENTATION WIDTH OF DRIVE DOES NOT EXCEED

PAVER INSTALLATION INSTRUCTIONS (IF PAVERS ARE USED)

NOTICE OF ACCEPTANCE FOR FIBERMESH (IF FIBERMESH IS USED)

IMPERVIOUS AND PERVIOUS SPACE CALCULAIONS

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Select One Trade: ☐ **Building** ☐ **Electrical** ☐ **Plumbing** ☐ **Mechanical** ☐ **Other** _____

Application Number: Application Date:

1

Job Address:			Unit:	City:	
Tax Folio No.:	Flood Zn:	BFE:	Floor Area:		Job Value:
Building Use:			Construction Type:		Occupancy Group:
Present Use:			Proposed Used:		
Description of Work:					
☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other:					
Legal Description:					☐ Attachment

2

Property Owner:	Phone:	Email:
Owner's Address:	City:	State: Zip:

3

Contracting Co.:	Phone:	Email:
Company Address:	City:	State: Zip:
Qualifier's Name:	Owner-Builder: ☐	License Number:

4

Architect/Engineer's Name:	Phone:	Email:
Architect/Engineer's Address:	City:	State: Zip:
Bonding Company:		
Bonding Company Address:	City:	State: Zip:
Fee Simple Titleholder's name (if other than owner):		
Fee Simple Titleholder's Address (If other than owner):	City:	State: Zip:
Mortgage Lender's Name:		
Mortgage Lender's Address:	City:	State: Zip:

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

X_____
Signature of Property Owner or Agent

STATE OF
COUNTY OF

Sworn to (or affirmed) and subscribed before me this_____ day of _____, 20_____ by

_____
(Type / Print Property Owner or Agent Name)

_____
NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ or Produced Identification _____

Type of Identification Produced _____

X_____
Signature of Qualifier

STATE OF
COUNTY OF

Sworn to (or affirmed) and subscribed before me this_____ day of _____, 20_____ by

_____
(Type / Print Qualifier's Name)

_____
NOTARY'S SIGNATURE as to Qualifier's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ or Produced Identification _____

Type of Identification Produced _____

APPROVED BY: _____ Permit Officer Issue Date: _____ Code in Effect: _____

A jurisdiction may use a supplemental page requesting additional information and citing other conditions, please inquire.

Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.

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PERMIT NUMBER_____

NOTICE: In addition the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of the county, and there may be additional permits required from other governmental entities such as water management districts, County, State or Federal agencies.

DISCLAIMER: Issuance of a development permit by a municipality does not in any way create any right on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

CONDITION: All applicable state and federal permits must be obtained before commencement of the development.

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CONTRACTOR

_____
PRINT NAME OF CONTRACTR

_____
SINATURE OF CONTRACTOR

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this_____ day of _____
20____, by_____
NOTARY:_____

SEAL:

Personally Known:_____
Or produced Identification_____
Type of Identification Produced_____

OWNER

_____
PRINT NAME OF OWNER

_____
SIGNATURE OF OWNER

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this_____ day of _____
20____, by_____
NOTARY:_____

SEAL:

Personally Known:_____
Or produced Identification_____
Type of Identification Produced_____

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PERMIT AAFIDAVIT

FOR ACKNOWLEDGEMENT OF COMPLIANCE WITH RESTRICTIVE DEEDS AND COVENANTS
STATE OF FLORIDA
BROWARD COUNTY

On this day personally appeared before me, the undersigned officer duly authorized to administer oaths and take acknowledgments _____, who being by me first duly sworn, deposes and says.
(HOMEOWNER)

By my signature below, I acknowledge that the legal description for the property for which I am applying for a permit is _____
(Lot/block)
a/k/a_____
(Street address & subdivision)

1. That I am the legal owner of the property
2. I acknowledge that approval may be required from the following

_____
(Homeowners Association)

Which entities or associations regulate or otherwise govern the community, neighborhood, or development my property is located.

3. I further acknowledge that I am responsible for any additional cost that may be assessed by the Town of Lauderdale by the Sea and/or the entity regulating or governing the subject property as a result of my not having obtained the necessary approvals from any entity or association that may regulate or otherwise govern the community neighborhood, development in which my property is located.

FURTHER AFFIANT SAYETH NAUGHT

_____	_____
Witness Signature	Witness Signature
_____	_____
Witness Printed Name	Witness Printed Name

STATE OF FLORIDA
COUNTY OF BROWARD

Affirmed and signed before me, on _____ the foregoing document was acknowledged before me affiant, _____, who personally appeared before me at the time of notarization, who signed and acknowledged signing the foregoing document, who did take an oath, and:

[ ] Who is personally known to me or
[ ] Who produced the following identification _____

_____Commission Expiration date:
Notary Public
_____ (Seal)
(Printed or typed name)

THE PERMIT APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE MINIMUM DOCUMENTATION

OTHER DOCUMENTS MAY BE REQUIRED DEPENDING UPON THE JOB CONDITIONS

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Time Limits for Construction - NOTICE TO OWNER

Section 6-12 of the Town's Code of Ordinances requires:

1. ***The construction of any new structure or new addition to an existing structure to be completed and all construction material, equipment and debris removed from the property within <u>18 months</u> of the date of the issuance of the first building permit.***

2. ***The exterior elements of any repair or renovation to an existing structure which requires a building permit shall be completed and all construction material, equipment and debris removed from the property within <u>six months</u> of the issuance of the first building permit.***

This notice is the minimum 60 days notice required in 6-12.9(g).

The Failure to complete the construction at _____, by the construction deadline may result in a fine or legal action by the Town.

If there are extenuating circumstances that prohibit the property owner from completing the construction within the deadline, the owner may seek an extension of time from the Town Commission. An application for extension of time may be obtained from the Development Services Department or Town Clerk.

Owner's Acknowledgement

I acknowledge receipt and understanding of the Town's code provisions regarding the time period to complete a construction projects.

Signature: _____ Date: _____

Print Name: _____

Address of Property: _____

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BUILDING DEPARTMENT

DURING A HURRICANE WATCH & BEFORE THE ONSET OF HURRICANE VELOCITY WINDS YOU ARE REQUIRED TO

SECURE THIS SITE

IN ACCORDANCE WITH THE BROWARD COUNTY ADMINISTRATIVE PROVISIONS OF THE FLORIDA BUILDING CODE SECTION 110.13

All loose objects in exposed outdoor locations shall be lashed to rigid construction or shall be stored inside an enclosed structure.

Florida Building Code Broward County Administrative Provisions Section 110.13.2.4

NOTICES ISSUED BY THE NATIONAL WEATHER SERVICE OF A HURRICANE WATCH ARE DEEMED SUFFICIENT NOTICE TO THE OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION, TO SECURE LOOSE CONSTRUCTION DEBRIS AND LOOSE CONSTRUCTION MATERIALS AGAINST EFFECTS OF HURRICANE FORCE WINDS

This includes but not limited to:

- **110.13.2.1 Road Right-of-Way shall remain clear of construction waste and trash**
- **110.13.2.2 Waste and Trash Enclosures Temporary Toilets**
- **110.13.2.3 Loose Construction Debris Forms and Construction Materials**
- **110.13.2.5 Roofing Tile and Materials Construction Shacks**
- **110.13.2.5 (1) Loading of Roof Tile**
- **110.13.2.5 (4) Store the construction materials inside an enclosed structure.**
- **110.13.3 Building materials shall be loaded on a roof no earlier than (200 working days prior to permanent installation.**
- **Temporary Electric Service Poles**

AND PROTECT ALL GLASS AREAS

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IMPEVIOUS & PEVIOUS SPACE CALCULATIONS

PERMIT # _____ DATE _____

OWNER_____

CONTRACTOR_____

TOTAL LOT AREA (SQ.FT.)	_____	
BUILDING FOOTPRINT AREA	_____	%_____
PORCH/PAIOS/WAKWAYS/SLABS AREA	_____	%_____
DRIVEWAY AREA	_____	%_____
POOL/PATIO AREA	_____	%_____
TOTAL IMPERVIOUS AREA	_____	%_____
TOTAL PEVIOUS AREA	_____	%_____

_____ _____
CONTRACTORS SINATURE CERTIFIED SEAL

I CERTIFY THAT ALL THE FOREGOING INFORMATION IS ACCURAE AND THAT ALL WORK WILL BE DONE IN COMPLIANCE WITH THE APPLICABLE LAWS REGULATION CONSTRUCTION AND ZONING.

_____ _____
PROPETY OWNER/AGENT SIGNATURE DATE

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Standards for driveways for single-family and two-family (duplex) dwellings.

Driveways shall be constructed of non-asphalt pavement such as concrete, pavers, stamped concrete and brick or other material approved by the Town Commission.

Design of driveways.

Driveways shall be setback at least two and one-half feet from the side property line and provide a two and one-half-foot radius (or flare) at the connection with the roadway.

Driveways shall be designed with a minimum four-inch swale within the right-of-way between the roadway and the property line to enhance drainage to the swale area and not to the adjacent street and not restrict the drainage flow of the swale area.

Permeable areas shall be maintained at the grades originally approved unless otherwise authorized by the Town Commission.

Design of driveways for single-family and two-family (duplex) dwellings.

Single-family and two-family (duplex) dwellings shall comply with the following requirements unless an exception is granted by the Town Commission.

Lot Frontage	Maximum Pavement Width
Less than 75 feet	30 feet
75 feet or greater	40% of frontage
Less than 100 feet	40 feet
100 feet or greater	40% of frontage

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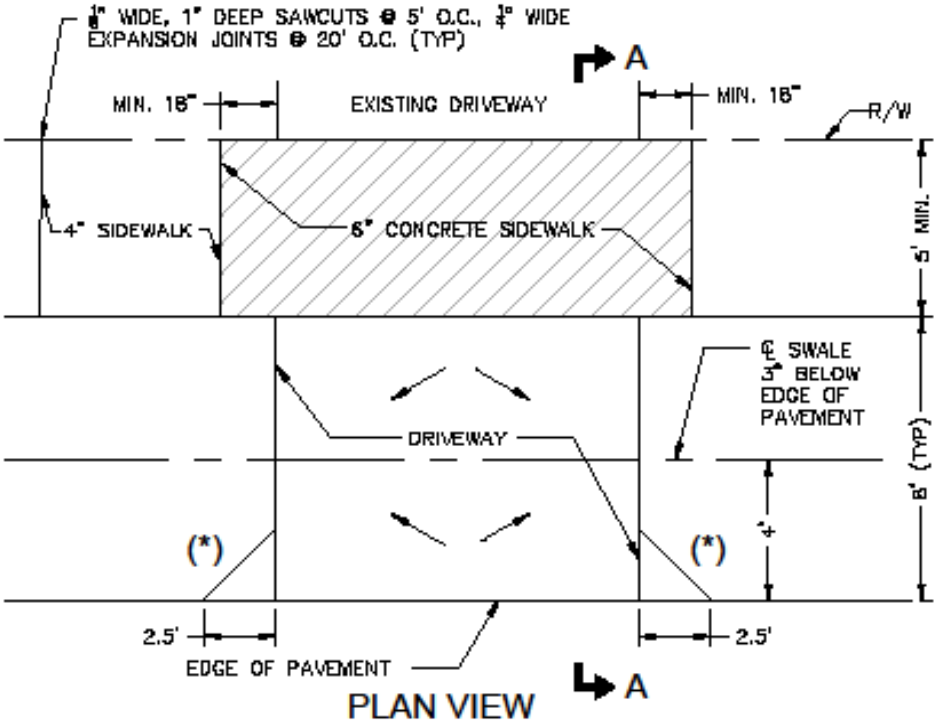
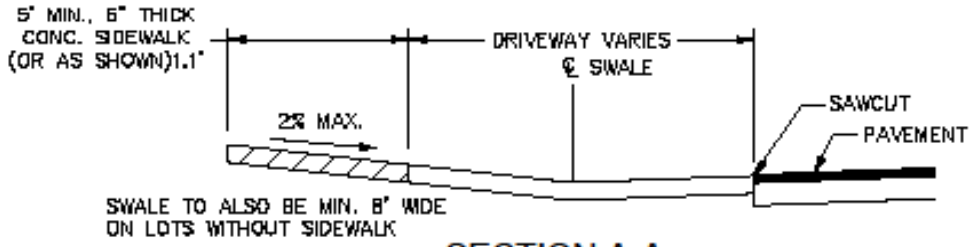


PLAN VIEW

NOTE:

* 2.5' FLARED RADIUS OPTIONAL



SECTION A-A

DRIVEWAY / SIDEWALK DETAIL

TOWN OF LAUDERDALE BY THE SEA