



CITY OF WEST PARK
FOUNDATION PERMIT CHECKLIST

Required Permit Applications:

- [Building Permit](#)
- [Engineering/Construction Mitigation](#)
- [Electric Footer Bond](#) – (if applicable)

Permit Review Stops:

- Building
- Plumbing
- Electrical
- Landscaping
- Engineering
- Flood

Minimum Plan Submittal:

- Two (2) sets of plans (shown on a recent Certified Property Survey or separate Site Plan)
- Two (2) original recorded [Notices of Commencement](#) if the job cost is over \$2,500.00 (filed at Records Department, Broward County Governmental Center, Room 114, 115 South Andrews Ave, Fort Lauderdale, FL)
- Two (2) Geotechnical soil reports or soil statements (located on City Site) Per FBC 1803 (Indicate the design bearing capacity and the allowable soil bearing capacity)
- Pile foundations require [Special Inspector Form](#) to be completed by special inspector and signed by owner and contractor per FBC/FRC 110.10.1/FRC 110.10.2
- Two (2) sets of plans showing the proposed new foundation/including the pile location if on pilings
- Plans for foundation only must indicate only work pertaining to new foundation
- Two (2) [Dewatering Affidavits](#)
- One (1) [Hold Harmless For Foundation Permits](#)

Other Requirements:

- Approval by **DER** (Development and Environmental Regulation Division) required for all new buildings, demolitions, additions to non- residential buildings and interior alterations where a change of use is applicable, commercial re-roofs, slabs greater than 250 sq. ft. and detached additions to SFR/Multi-Family residences. Permit must be applied for within 30 days of **DER** approval.

- HISTORICAL DISTRICT APPROVAL** on application, if applicable.

***Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.**