



CITY OF PARKLAND
DEVELOPMENT SERVICES DEPARTMENT
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Parkland, Florida 33067
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www.cityofparkland.org

COMMERCIAL INTERIOR ALTERATION CHECKLIST

- BROWARD COUNTY UNIFORM BUILDING APPLICATION PER DISCIPLINE (STRUCTURAL, PLUMBING, ELECTRICAL, MECHANICAL, FIRE SPRINKLERS, ETC)**
- CONTRACTOR RECORDS UP-TO-DATE**
- RECORDED NOTICE OF COMMENCEMENT (IF JOB VALUE OVER \$2,500) FBC CHAPTER ONE, BROWARD COUNTY ADMINISTRATIVE PROVISIONS 105.8 – MUST BE RECORDED AND POSTED PRIOR TO THE FIRST INSPECTION.**
- 1 SET OF PLANS (SIGNED & SEALED)**
- SPECIAL INSPECTOR FORM (IF REQUIRED)**
- APPROVAL FROM BROWARD COUNTY ENVIRONMENTAL PROTECTION & GROWTH MANAGEMENT DEPARTMENT**
- STATEMENT OF RESPONSIBILITY REGARDING ASBESTOS FORM**
- APPROVAL STAMPS ON PLANS FROM CITY OF COCONUT CREEK ENGINEERING REVIEW (IF THIS SECTION OF CITY IS SERVED BY COCONUT CREEK UTILITIES)**
- APPROVAL BY THE DEPARTMENT OF AGRICULTURE (IF APPLICABLE)**

- PROOF OF PROPERTY OWNERSHIP FOR SIGNATURE ON PERMIT APPLICATION**

- COPY OF SIGNED CONTRACT BETWEEN CONTRACTOR & OWNER**