



CITY OF PARKLAND
DEVELOPMENT SERVICES DEPARTMENT
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www.cityofparkland.org

SHUTTERS CHECKLIST

- ☐ **BROWARD COUNTY UNIFORM BUILDING APPLICATION**
- ☐ **CONTRACTOR RECORDS UP-TO-DATE**
- ☐ **OWNER/BUILDER AFFIDAVIT**
(IF OWNER TO ACT AS CONTRACTOR)
- ☐ **RECORDED NOTICE OF COMMENCEMENT** (IF JOB VALUE OVER \$5,000)
FLORIDA BUILDING CODE CHAPTER ONE, BROWARD COUNTY
ADMINISTRATIVE PROVISIONS 105.8 – MUST BE RECORDED AND POSTED
PRIOR TO THE FIRST INSPECTION
- ☐ **SHUTTER & ACCORDIAN DETAIL SCHEDULE**
- ☐ **1 SET OF PLANS (SIGNED & SEALED IF OVER \$10,000 FOR RESIDENTIAL,**
OR AT THE DISCRETION OF THE BUILDING OFFICIAL)
- ☐ **1 COPY OF PRODUCT APPROVALS/NOA'S**
- ☐ **WIND LOAD CHART OR SIGNED AND SEALED CALCULATIONS**

MGO NAMING OF FILES

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| <input type="checkbox"/> APP B | Building Application |
| <input type="checkbox"/> OB AFF | Owner/Builder Affidavit |
| <input type="checkbox"/> NOC | Recorded Notice of Commencement |
| <input type="checkbox"/> PA | Product Approvals/NOA for Panels & Attachments |
| <input type="checkbox"/> ENG DRAW | Engineer Drawings |
| <input type="checkbox"/> WIND LOADS | Broward County Fenestration Voluntary Wind Load Chart |
| <input type="checkbox"/> SCHEDULE | Shutter & Accordion Detail Schedule |