

## EXHIBIT 5 – BUILDING DEPARTMENT PERMITTING GUIDE

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# Development Services

## Building Permitting Guide



## When do I need a permit?

### Permits are required to:



Construct, enlarge, alter, repair, move, remove or demolish any building, structure or part thereof; or any equipment, device, or facility therein or thereon;



To change the Occupancy from one use group to another requiring greater strength, means of egress, fire and sanitary provisions;



To change to an unauthorized or prohibited use; or to install or alter any equipment for which provision is made, or the installation of which is regulated by the Code".



Refer to the current edition of the Florida Building Code for all of the requirements regarding permitting and construction.



### Important Note

Should you do any work without first getting a permit, a penalty of double the normal permitting fee plus a fine must be paid.

To save time and money, if you are unsure of whether or not a permit is required to perform specific work, the best advice is to contact the Building Division and discuss your plans with the City staff.



954.457-1386

buildingpermits@cohb.org  
400 S Federal Highway,  
Hallandale Beach, FL 33009



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## Sample list of work that requires permits:

New buildings

Additions

Sheds

Carport enclosures

Garage conversions / doors

Doors frames or windows

Remodeling building interiors

Canopies/awnings

Hurricane shutters

Removal & trimming of trees

Roofs

Electric or water service lines

Security systems

Satellite dishes

Water heaters

Installation of electric devices and fixtures other than those connected via a wall plug

Porches

Patios

Screen rooms

Signs

Pools or spas

Fences

Driveways or sidewalks

Installation of siding or soffit/fascia

Air conditioning equipment

Back flow preventers for your water lines

Add plumbing fixtures

Change a sewer line

Generators

For a detailed list of work that requires a permit.

Please visit our website: [www.cohb.org/buildingpermit](http://www.cohb.org/buildingpermit)

You do not need a permit for maintenance work or repairs performed by licensed contractors which does not change the Occupancy and the value does not exceed \$1,500 as determined by the Building Official. However, it is strongly recommended you contact Building Department personnel and confirm the work planned falls within the minor repairs category and does not require a permit.



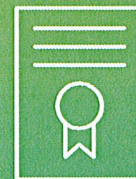
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The Building Division of Development Services implements the minimum requirements of the Florida Building Code (FBC) and Broward County Administrative Provisions currently in effect to safeguard the public health, safety, and general welfare.

## Here's the Process



**1.  
Submit  
Permit  
Application**



**2.  
Retrieve  
Permit**



**3.  
Perform  
Work**



**4.  
Schedule  
Inspection**