

How to Apply for a Permit online Applicant Guide



Overview

The ePermits system is a web-based solution that allows applicants to submit permit applications, search for permits, schedule or cancel inspections and pay for permits on line.

This manual provides instruction on how to apply for a permit online. It has been prepared as a general reference guide, including instructions and screen images of the step-by-step tasks necessary to complete an online submittal of a Building or Engineering Permit.



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Contractor Registration

Prior to applying for a permit online you must be a registered contractor with the City of Tamarac. Fill out the form below and bring it to the Building Department address below:

6011 Nob Hill Rd. Tamarac FL 33321

For Contractor registration form click this link: [Contractor Registration](#)

Apply for a Permit online

Log on to the City of Tamarac website at

<http://www.tamarac.org>

- Click on How Do I...?
- Apply for...
- Permits

The screenshot shows the City of Tamarac website interface. The navigation bar includes 'Home', 'Calendar', 'Contact Us', 'Accessibility', and 'TAMARAC The City For Your Life'. The main menu features 'ABOUT US', 'SERVICES', 'HOW DO I...?', 'BUSINESSES', 'GOVERNMENT', and 'DEPARTMENTS'. The 'HOW DO I...?' dropdown menu is open, listing various services: 'Apply For... A Business License', 'Contact... Boards & Committees', 'Find... Code Red Notifications', 'Get... Employment', 'Pay For... Inspection Requests', 'Register... Permits', 'Renew... Tamarac University', 'Report a... Volunteering with the City', and 'View... Water Services'. The 'Permits' option is highlighted with a red circle. The page also includes sections for 'Tamarac News', 'City Calendar', and 'Report a Concern'.

The screenshot shows the City of Tamarac website's ePermits page. At the top, a yellow callout box contains the text: "Apply for a permit on-line Click on: Access ePermits / Apply On-Line". A red arrow points from this box to the link "Access ePermits / Apply On-Line" in the "ePermit Links" section. The page includes a navigation menu with "ABOUT US", "SERVICES", "HOW DO I...?", "BUSINESSES", "GOVERNMENT", and "DEPARTMENTS". The "ePermits" section contains a description of the system and a list of links. A disclaimer states: "***Issuance of a building permit by the City of Tamarac does not guarantee that the work permitted is allowed by your homeowners' association. You are responsible for obtaining their approval separately.***". Contact information and related links are provided at the bottom.

Apply for a permit on-line Click on: Access ePermits / Apply On-Line

ePermits

The ePermits system is another step in the City of Tamarac's continuing use of technology to streamline processes. ePermits is a document workflow solution that lets residents, contractors and City staff handle the construction plans submission, review and approval process online, making building permitting relatively painless. Electronic submission allows staff to review plans concurrently, cutting plan review turnaround time in half.

ePermit Links

- [Access ePermits / Apply On-Line](#)
- [ePermits Applicant Guide](#)
- [System Requirements](#)
- [Applications and Forms](#)
- [IVR - Schedule Inspections by Phone](#)
- [ePermits Brochure](#)
- [CO Brochure with Sample Plan](#)
- [Signature Affidavit Instructions](#)
- [Signature Affidavit Form](#)
- [Contractor Registration / Requirements](#)

Issuance of a building permit by the City of Tamarac does not guarantee that the work permitted is allowed by your homeowners' association. You are responsible for obtaining their approval separately.

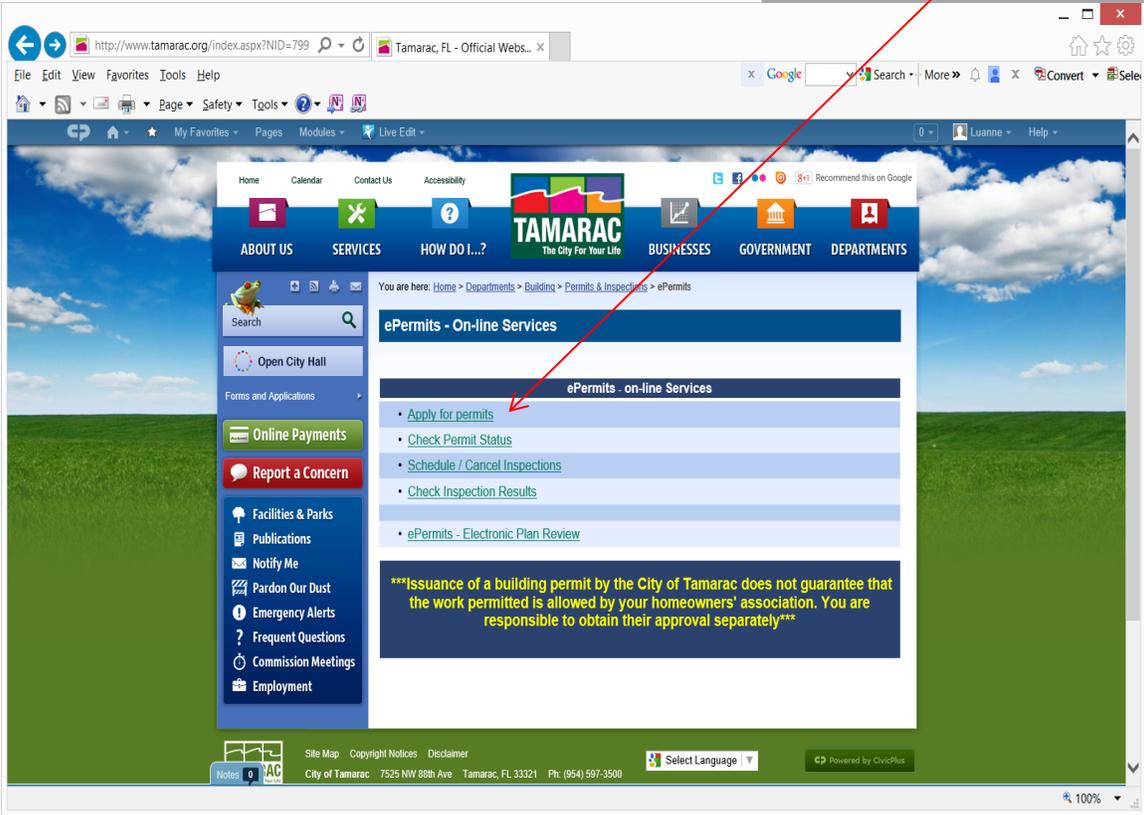
Contact Information

e-mail: epermitting@tamarac.org
Tel: (954) 597-3420

Related Links

- [2012 Permit Fee Schedule](#)
- [Florida Building Code \(FBC\)](#)
- [FBC Broward Amendments](#)

Apply for a permit on-line Click on:
Apply for Permits



https://e-gov.t... Tamarac, FL - Official Website... Click2Gov Building Permit

File Edit View Favorites Tools Help

Google Search

TAMARAC
The City For Your Life

Home

Search For Permits
Schedule/Cancel Insp.
Submit Application
Master Account Login
Forgot Master Account
Forgot PIN
Create Master Account
Email Us

Welcome to the City of Tamarac ePermits System

The ePermits system allows you to:

- Submit Applications
- Pay for permit fees
- Schedule inspections and view inspection results
- Perform permit history property searches

Please click the link below for step by step instructions prior to submitting an application online:
[ePermits Applicant Guide](#)

City of Tamarac
6011 Nob Hill Rd 1st Floor Tamarac Florida 33321
954-597-3420

100%

TAMARAC
The City For Your Life

Home
Search For Permits
Schedule/Cancel Insp.
Submit Application
Master Account Login
Forgot Master Account
Forgot PIN
Create Master Account
Email Us

Submit Application - Parcel Search

Before an owner can apply on line on the ePermits system, the owner of the property must first appear and sign the Building Permit Application at the Building Dept. office and provide documentation of ownership and proof of residency on the property. State Statute 489.103 (7) (c) Owner must bring:

- Copy of Deed or Homestead Exemption
- Copy of Electric or Telephone Bill
- Driver's license or Florida ID with property address
- Owner Builder Affidavit form [Owner Builder Affidavit Form](#)

Please click the link below for step by step instructions prior to submitting an application online:
[ePermits Applicant Guide](#)

* - required fields

Search Method:

Address Search

Street Number:

Direction:

*Street Name:

Suffix:

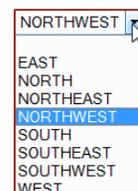
City of Tamarac
6011 Nob Hill Rd 1st Floor Tamarac Florida 33321
954-597-3420

100%

- Select an option to search for your location, address, or owner's name for the building permit location. Select "Submit".

To enter a street address above...

- Type the building or house number into the street number field
- Click the Direction arrow for all directions
- Enter the entire street name for into the name field, Example 88 for 88th. For all number streets use the number only. The Suffix would be the type of street, Click the suffix arrow for all streets.
- Click continue when complete



The screenshot shows a web browser window with the URL <https://e-gov.t...> and the page title "Submit Application - Parcel Search Results". The browser's address bar shows "Tamarac, FL - Official Website..." and "Click2Gov Building Permit ...". The page features the Tamarac logo and a navigation menu on the left. The main content area displays a table with the following data:

	Address	Owner Name	Parcel Number
<input checked="" type="radio"/>	10000 STATE ST	PREPI GAVI WESTPOINT	494107-10-002-3
<input type="radio"/>	10101 STATE ST	CITY OF TAMARAC	494107-10-001-1
<input type="radio"/>	10201 STATE ST	UTILITY RELATED ADDRESS (WTR)	UT0000-00-000-0
<input type="radio"/>	10301 STATE ST	UTILITY RELATED ADDRESS (WTR)	UT0000-00-000-0
<input type="radio"/>	10401 STATE ST	FUTURE METALS INC	494107-10-002-4
<input type="radio"/>	10601 STATE ST	PREHC GAVI WESTSPOINT INDUSTRI	494107-10-002-7
<input type="radio"/>	10601 STATE ST	PREHC GAVI WESTSPOINT INDUSTRI	494107-10-002-7
<input type="radio"/>	10601 STATE ST	PREHC GAVI WESTSPOINT INDUSTRI	494107-10-002-7

Below the table are buttons for "« Back", "Continue »", and "Next »". A "Cancel" link is also present. A yellow callout box on the right side of the page contains the instruction: "Click on the correct address if more than one is listed and click continue".

The screenshot shows a web browser window displaying the Tamarac, FL ePermits application form. The browser's address bar shows the URL <https://e-gov.t...>. The page title is "Submit Application - Application Details". The Tamarac logo is visible at the top left. A navigation menu on the left includes links for Home, Search For Permits, Schedule/Cancel Insp., Submit Application, Master Account Login, Forgot Master Account, Forgot PIN, Create Master Account, and Email Us. The main content area contains the following information:

Address: 10000 STATE ST
Parcel: 494107-10-002-3
Land ID#: 10011820
Owner: PREPI GAVI WESTPOINT

* - required fields

*Application Type: NEW RESIDENTIAL SINGLE FAMILY (selected in a dropdown menu)

*Total Estimated Value: 10000

Total Square Footage: 3000

Tenant Unit Number: [empty text box]

Tenant Name: [empty text box]

*Is it a public building?: No (selected in a dropdown menu)

*Contractor Type: Contractor (selected in a dropdown menu)

Notes: [empty text box]

Navigation buttons: « Back, Continue »

- Select the application type from the drop down list.
- Enter the estimated value, total square footage and other applicable fields.
- Enter the contractor type to perform a search of our database.
- List a detailed description of work, and any additional applicable information.

The screenshot shows a web browser window displaying the Tamarac, FL Official Website. The page title is "Submit Application - Contractor Search". The browser address bar shows "https://e-gov.tamrac.org". The page features a blue header with the Tamarac logo and a navigation menu on the left. The main content area contains a form with the following fields:

Address: 10000 STATE ST
Parcel: 494107-10-002-3
Land ID#: 10011820
Owner: PREPI GAVI WESTPOINT

* - required fields

Match Name:

*Contractor Name:

« Back Continue »

[Cancel](#)

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954-997-3420

The yellow callout box contains the following instructions:

- Click on Match name and select Contains or Begins With
- Type contractor name
- Then click continue.

Submit Application - Contractor Search Results

Address: 10000 STATE ST
 Parcel: 494107-10-002-3
 Land ID#: 10011820
 Owner: PREPI GAVI WESTPOINT

* - required fields

Select*	Name	Number	Type
<input type="radio"/>	AABCO ROOFING INC	0000198	BUILDING
<input type="radio"/>	AABCO STORM SHUTTERS	0000199	BUILDING
<input type="radio"/>	ABC ALUMINUM HOME IMPROVEMENT	0008000	BUILDING
<input type="radio"/>	ABC GENERAL CONTRACTORS INC	0007956	BUILDING
<input type="radio"/>	ABC GENERAL SERVICES	0006159	BUILDING
<input type="radio"/>	ABC ROOFING CORP	0000214	BUILDING
<input type="radio"/>	ABCO PAVING & DRAINAGE	0000221	ENGINEERING

« Back Continue »

[Cancel](#)

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 954-597-2420

- Select the correct contractor name if more than one is listed and click Continue.

Submit Application - Application Contact

* - required fields *The Contractor Name field can only be 2 positions such as John Smith or ABC Company

Address: 10000 STATE ST
Parcel: 494107-10-002-3
Land ID#: 10011820
Owner: PREPI GAVI WESTPOINT

Contractor: ABC GENERAL SERVICES

*Contact Name: Donald Duct

Address: 12345 State St

Zip: 33321

*Work Phone: 954 123 4567

Home Phone:

Cell Phone:

Misc Phone:

*Email ID: donald.duct@tamarac.org

I will submit plans electronically

« Back Continue »

There are three required fields as follows:

- Contact name must be a first and last name, only 2 words Example...ABC Contractors(2 words). It cannot be ABC General Contractors (3 words) . Only two words.
- Enter the Full Address
- Enter Phone number
- Enter Email ID
- Click the box for I will submit the plan electronically

- Search For Permits
- Schedule/Cancel Insp.
- Submit Application
- Master Account Login
- Forgot Master Account
- Forgot PIN
- Create Master Account
- Email Us

remember that no fees should be paid until the Applicant has received notification from EPR (Electronic Plan Review) that the project has been Approved and that fees are due, or unless the Applicant has been notified by one of our staff that fees are due.

Address: 10101 STATE ST
 Parcel: 494107-10-001-1
 Land ID#: 10031550
 Owner: CITY OF TAMARAC

Application Type: WINDOWS AND DOORS
 Estimated Value: \$2,500
 Square Footage:
 Tenant Unit Number:
 Tenant Name:
 Public Building: Yes
 Notes:

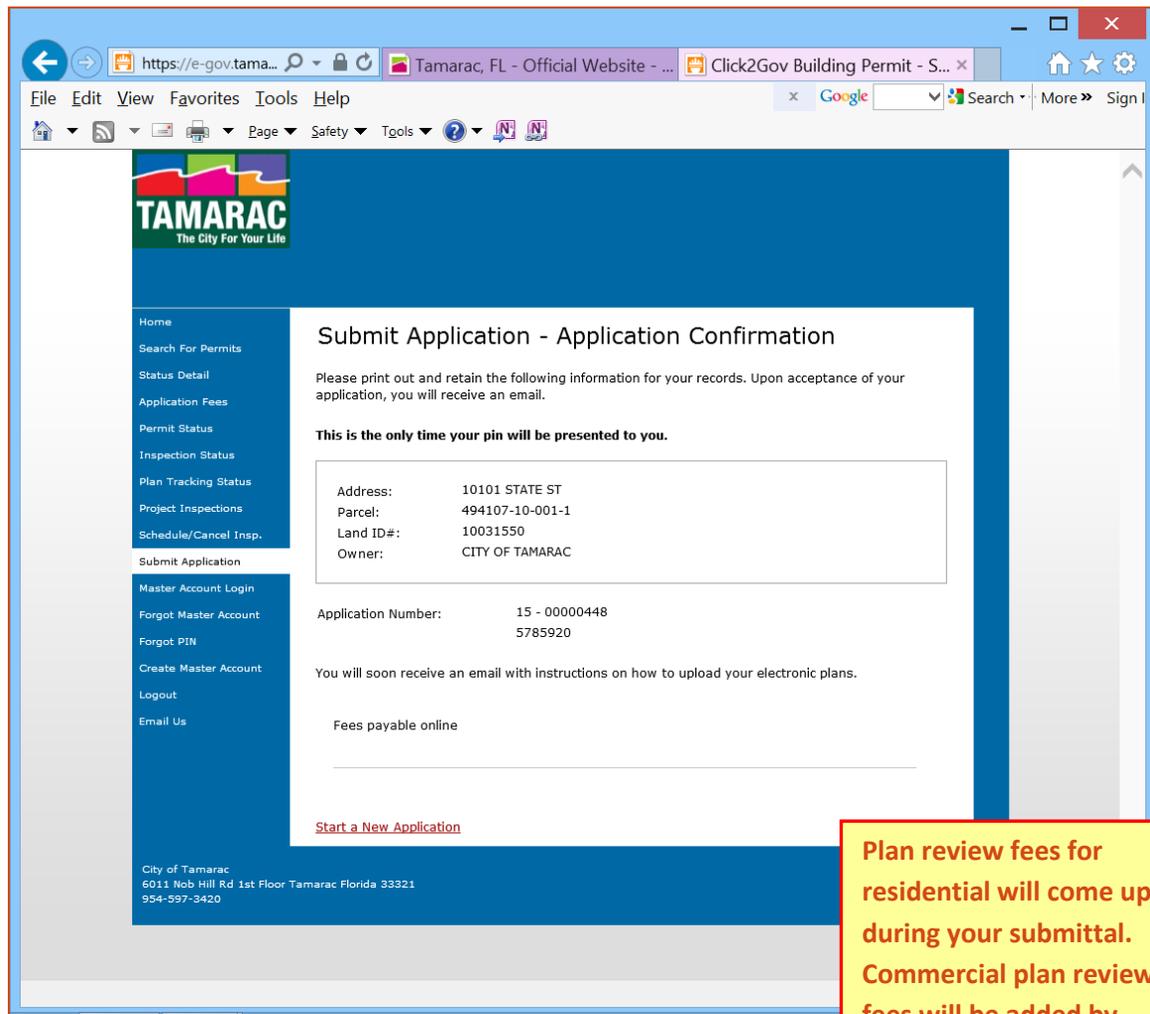
Contractor: ABC GENERAL SERVICES

Contact Name: luanne christiano
 Address:
 Home Phone:
 Work Phone: (954) 597-3900
 Cell Phone:
 Misc Phone:
 Email ID: luanne.christiano@tamarac.org

• Click Finish

« Back Finish

- You will receive a Confirmation Screen and an ePermits Invitation will be sent to you once your application has been accepted



The screenshot shows a web browser window displaying the Tamarac, FL ePermits website. The page title is "Submit Application - Application Confirmation". The main content area contains the following information:

Please print out and retain the following information for your records. Upon acceptance of your application, you will receive an email.

This is the only time your pin will be presented to you.

Address:	10101 STATE ST
Parcel:	494107-10-001-1
Land ID#:	10031550
Owner:	CITY OF TAMARAC

Application Number: 15 - 00000448
5785920

You will soon receive an email with instructions on how to upload your electronic plans.

Fees payable online

[Start a New Application](#)

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Plan review fees for residential will come up during your submittal. Commercial plan review fees will be added by our staff and must be paid when you upload the plans.