



CITY OF NORTH LAUDERDALE  
701 SW 71<sup>ST</sup> Avenue  
North Lauderdale, FL 33068

954-724-7069 [www.nlauderdale.org](http://www.nlauderdale.org)

The following documents are required for a Window/Doors Permit

**One Copy:**

Building Permit Application

Signed & Notarized

Written Contract or Cost Estimate

Include Name, Number, Address, Materials Price, Labor Price, Total, Signature

Owner/Builder Affidavit (**Homeowner permits only**)

**Must have Homestead Exemption in order to submit Homeowner Permits**

Signed & Notarized

Homeowner's Association Approval Letter (IF applicable)

Must be signed & notarized

Building Permit Application, Owner/Builder Affidavit can be found on our website  
[www.NLauderdale.org](http://www.NLauderdale.org)

**Two Copies:**

Notice of Commencement must be submitted before permit can be issued

**(If job value is \$2500 or more)**

Notarized & Recorded at 1 N University Drive

Labeled Sketch of Property

Label sketch numerically **and** include size of opening

Sketch of Property can be found and printed on [www.BCPA.net](http://www.BCPA.net)

Window Packet

Highlight Windows / Door information on Wind Load Chart

Fill out Window / Door schedule to Correspond to Labeled Sketch of Property

NOA's for the windows/doors being used

Can get from Lowes, Home Depot, wherever products were purchased

NOA number on sticker of door or window must match the **unexpired** NOA packet

Window Packet can be found on our website [www.NLauderdale.org](http://www.NLauderdale.org)

There is a processing fee of \$106 plus a plan review fee based on job value.

Other agency approvals may be required

- a. DPEP
- b. Engineer's Letter
- c. Easement Agreement
- d. Any Other Required Agencies