



Hallandale Beach  
PROGRESS. INNOVATION. OPPORTUNITY.



COMMUNITY OUTREACH PROGRAM

Citizen Access Portal



# Welcome

**Sergio T. Ascunce**  
**Building Official**



# Welcome

**Acknowledgement:**

**Mayor and Commission  
Office of the City Manager  
Development Services Director**



# Welcome

## Key Staff:

Sergio T. Ascunce, Building Official

[sascunce@cohb.org](mailto:sascunce@cohb.org) 954-457-1386

Raul Alvarez, Chief Structural Inspector

[ralvarez@cohb.org](mailto:ralvarez@cohb.org) 954-457-3002

Chris Swain, Chief Electrical Inspector

[jcswain@cohb.org](mailto:jcswain@cohb.org) 954-457-1387

Robert Stewart, Chief Plumbing Inspector

[rstewart@cohb.org](mailto:rstewart@cohb.org) 954-457-1388

Gonzalo Corcuera, Chief Mechanical Inspector

[gcorcuera@cohb.org](mailto:gcorcuera@cohb.org) 954-457-1302



# Welcome

## Support Staff:

Edward Leonhardt, Assistant

[eleonhardt@cohb.org](mailto:eleonhardt@cohb.org) 954-457-1386

Lola Roberts, Permit Clerk Supervisor

[Lroberts@cohb.org](mailto:Lroberts@cohb.org) 954-457-1382

Glenis Cabarcas, Permit Clerk

[gcabarcas@cohb.org](mailto:gcabarcas@cohb.org) 954-457-1367

Jamie Lehmann, Permit Clerk

[jlehmann@cohb.org](mailto:jlehmann@cohb.org) 954-457-1383



# Welcome

## What is Citizen Access Portal or CAP?

- New self-service internet website for permitting
- Available 365/24/7
- Permitting/Planning/Code information
- Inspection Requests
- More...



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# Presentation Goals

## Presentation Objectives:

- Converted Permit Numbers
- Accessing the new website
- Registering and creating an account
- Navigating the new website
- Inspection Requests



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DEVELOPMENT SERVICES DEPARTMENT  
BUILDING DIVISION

Application Numbers



# Application Numbers

## Application Numbers

- **Your Existing Application Numbers**
- **Your Converted Permit Numbers**
- **New Native Process/Permit Numbers**

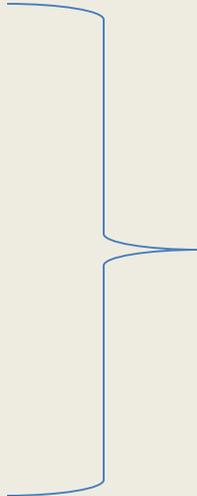
# Application Numbers

## Your Existing Application Numbers

- **Master Application Number**

- **15-1234**

- Building
- Electrical
- Plumbing
- Mechanical
- Additional Sub-permits



**Permits have no identifying numbers**

# Go Live

## Conversion to the New System

Go Live on

**Monday, October 19<sup>th</sup>, 2015**

- **Converted Numbers will become effective until Go Live.**

# Permit Numbers

## Your Converted Application Numbers

- Your Master Application Number becomes the new Plan Processing Number

15-1234 → 2015-1234

This is similar to the Processing Number issued for plan reviews

# Permit Numbers

## Your Converted Permit Numbers

- The previously un-numbered permits will get a unique permit number
  - 2015-1234-NBCM-0 (Building Permit)
  - 2015-1234-NELC-0 (Electrical Permit)
  - 2015-1234-NELC-1 (Electrical Sub-Permit)
- Upon registration Contractors are automatically linked to their respective permits.

# Process Numbers

## New Native Process Numbers

- Applications initiated in the new permit system will have a new format

PL-LLLL-YY-##### → PL-BBDC-15-12345

This will be your plan processing number for plan reviews

# Permit Numbers

## New Native Permit Numbers

- Master and Sub-Permits will each have their own number
  - **BNEW-15-12345**
  - **ESUB-15-54321**
  - **SP-ECAT-15-98765**



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# Permit Application

New & Improved

## • New Uniform Permit Application Form

- For use within all Broward County municipalities
- Optional through April 1, 2016
- Available in electronic PDF fillable format

- Save and Print

**BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION**

Select One Trade:  Building  Electrical  Plumbing  Mechanical  Other

Application Number: \_\_\_\_\_ Application Date: FOR OFFICE USE ONLY \_\_\_\_\_

Job Address: \_\_\_\_\_ Unit: \_\_\_\_\_ City: \_\_\_\_\_

Tax Folio No.: \_\_\_\_\_ Flood Zn: \_\_\_\_\_ BFE: \_\_\_\_\_ Floor Area: \_\_\_\_\_ Job Value: \_\_\_\_\_

Building Use: \_\_\_\_\_ Construction Type: \_\_\_\_\_ Occupancy Group: \_\_\_\_\_

1 Present Use: \_\_\_\_\_ Proposed Used: \_\_\_\_\_

Description of Work: \_\_\_\_\_

New  Addition  Repair  Alteration  Demolition  Revision  Other: \_\_\_\_\_

Legal Description: \_\_\_\_\_ Attachment

2 Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3 Contracting Co.: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Company Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Qualifier's Name: \_\_\_\_\_ Owner-Builder:  License Number: \_\_\_\_\_

Architect/Engineer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect/Engineer's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Bonding Company: \_\_\_\_\_

4 Bonding Company Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Fee Simple Titleholder's name (if other than owner): \_\_\_\_\_

Fee Simple Titleholder's Address (If other than owner): \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mortgage Lender's Name: \_\_\_\_\_

Mortgage Lender's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

X \_\_\_\_\_ Signature of Property Owner or Agent

STATE OF FLORIDA  
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

(Type / Print Property Owner or Agent Name)

X \_\_\_\_\_ Signature of Qualifier

STATE OF FLORIDA  
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

(Type / Print Qualifier's Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature  
Notary Name \_\_\_\_\_ (Print, Type or Stamp Notary's Name)  
Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

NOTARY'S SIGNATURE as to Qualifier's Signature  
Notary Name \_\_\_\_\_ (Print, Type or Stamp Notary's Name)  
Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ FOR OFFICE USE ONLY Permit Officer Issue Date: FOR OFFICE USE ONLY Code in Effect: FOR OFFICE USE ONLY

A jurisdiction may use a supplemental page requesting additional information and citing other conditions, please inquire.

Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.

1.56



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# Permit Application

New &  
Improved

## CITY OF HALLANDALE BEACH BUILDING PERMIT

PERMIT No.: BNEW-15-00069 ISSUED DATE: September 21, 2015

PERMIT/WORKCLASS: Building New Construction / 5 or more Unit Bldg Multi-Family

JOB SITE ADDRESS: 400 S Federal Hwy, HALLANDALE BEACH, FL 33009

CONTRACTOR: The Architect Company / IM Best

OWNER: City of Hallandale Beach

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It is the responsibility of permit holder of each phase of work to procure inspections as required and to verify approvals prior to proceeding to next phase.

No inspections will be performed unless permit card is displayed and approved plans are readily available.

Online Inspections/results at [www.cohb.org/building](http://www.cohb.org/building)



Development Services Department | Building Division | 400 S. Federal Hwy. Hallandale Beach, FL 33009 | 954-457-1383

**THIS PERMIT CARD MUST BE POSTED IN A VISIBLE LOCATION AT ALL TIMES.**

(See Back of Permit Card for Important Information)



Beach

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# Permit Application

New & Improved

## OFFICE INFORMATION

(954) 457-1383 | Fax: (954) 457-1488  
Website: [www.cohb.org/building](http://www.cohb.org/building)

**Counter Hours:** 7:30 a.m. to 4:00 p.m.

**Office Hours:** 8:00 a.m. to 5:00 p.m.

## WALK-THRU PERMIT PROCESSING

(Residential Minor Work Only)

Monday thru Friday 8:00 a.m. to 9:00 a.m.

## NOISE ORDINANCE NOTICE!

City Ordinance allows construction activity between the hours of 8:00 a.m. and 6:00 p.m.

Monday through Saturday. See City of Hallandale Code of Ordinance Section 9-103(a) (10) for further details.

## List of Required Inspections for this Permit

Building Buck  
Building Ceiling Grid  
Building Concrete Beams  
Building Concrete Column  
Building Drywall Screw  
Building Filled Cells  
Building Firestopping  
Building Foundation  
Building Framing  
Building Grade Beam  
Building Insulation  
Building Piles  
Building Sheathing  
Building Slab  
Building Trusses  
Building Windows/Doors  
Building Wire Lath  
Building Final  
Building Final

## IMPORTANT INFORMATION

### REQUESTING INSPECTION

Online: [www.cohb.org/building](http://www.cohb.org/building)

Inspection Request Hours: 8:00 a.m. to 4:00 p.m.  
Inspectors Available by Phone: 7:30 a.m. to 8:00 a.m.

### List of Required Sub Permits for this Permit

#### General Sub Permits

#### Additional Sub Permits

Building Awning - SP Canvas  
Building Bleachers - SP Permanent  
Building Communication - SP Cellular

### List of Required Reports and Certifications for this Permit

#### Certification Reports Required

Curtain Wall Systems  
Pile Driving  
Reinforced Unit Masonry  
Slab on Fill

#### Documents Required

Compaction Test  
Letter of Compliance Special Inspector  
Letter of Compliance Threshold Inspector  
Spot Survey w/Elevation  
Termite Treatment  
V-Zone Certificate

#### Shop Drawings Required

Hallandale Beach  
DEVELOPMENT SERVICES DEPARTMENT

# Permitting Information

- **Location:**
  - City Hall - Building Division  
400 S. Federal Hwy  
Hallandale Beach, FL 33009  
(954) 457-1383
- **Hours (Mon – Fri):**
  - Counter 7:30 am – 4:00 pm
  - Office 7:30 am – 5:00 pm





# Hallandale Beach

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**DEVELOPMENT SERVICES DEPARTMENT  
BUILDING DIVISION**



**Access Website**



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# Access Website

- **Website:**

## Building Inspections Division

- Application and Forms
- Personnel Phone Numbers
- General Information
- Link to Online Permitting
- Browser Types:
  - Internet Explorer
  - Google Chrome
  - Apple Safari

[www.cohb.org/building](http://www.cohb.org/building)

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Home City Departments Community Businesses Visitors About Us

Search

City Departments > Development Services > Building Division

**Building Division**

[Online Permit Information System](#) \* [Required Permits](#) \* [General Guidelines for Permit Submittal](#)  
\* [Permit Timetable Guidelines](#) \* [Contractor Licensing and Owner Builder Requirements](#) \* [Flood Elevation Information](#)  
\* [Inspections](#) \* [Code Enforcement and Corrections](#)

**Contact Information**  
400 S. Federal Highway  
Hallandale Beach, FL 33009  
(954) 457-1382  
Fax (954) 457-1488

**Hours of Operation**  
7:30 am – 5:00 pm  
Monday – Friday  
**Construction Document Submittal**  
7:30 am – 4:00 pm  
Monday – Friday

**Inspection Hours**  
8:00 am – 4:00 pm  
Monday – Friday

**Field Inspectors are Available by Phone**  
7:30 am – 8:00 am  
4:00 pm – 4:30 pm  
Monday – Friday

**Overview**  
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.



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# Access Website

[Click Link to Online Information \(CAP\)](#)

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Home City Departments Community Businesses Visitors About Us

City Departments > Development Services > Building Division

## Building Division

- [Online Permit Information System](#)
- [Required Permits](#)
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# Access Website

## Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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### Announcements

- August 25, 2014, debut of state-of-the-art permitting system - EnerGov!
- Coming Soon!
- Online Payments
- Electronic Plan Reviews

### City of Hallandale Beach

Welcome to the Development Services Department **Citizen Access Portal** (CAP) online access to information from Planning & Zoning, Building & Permitting and Code Compliance Divisions.

Our single source portal for up-to-the-minute information for your plan reviews, inspections and code compliance cases.

Search by property address to determine complete activity, past and present. Pinpoint information by using a plan case, permit or code case number. All available 24/7 over the internet!

View information without the need to log in, or unlock the full capabilities to schedule inspections and upload documents by registering as a user and logging in.

Online payment convenience for paying your code compliance, plan review and permitting fees.

Electronic Plan Reviews will allow an applicant to apply online for a permit, upload documents for review and receive a permit remotely from the convenience of the office. For assistance please contact the Department at 954-457-1383 or [services@cohb.org](mailto:services@cohb.org)

# Access Website

## Two ways to use CAP

1. You can register and be linked to your plans and permits to request inspections; or,
2. You can access without registration to view only
  - In the future you will need to be registered to upload documents



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**BUILDING DIVISION**



**User Registration**



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# User Registration

## Development Services Department Online Portal

[Home](#) [Permits](#) [Plan](#) [Code](#) [Inspections](#) [Calendar](#)

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# User Registration

## Complete the User Details and Address Fields Section

- Must Provide an Email Address
- Minimum 6 character password using a combination of letters and numbers (Ex.: abc123)
- Enter the number in the image
- Click "Submit" when done

Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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### New User Registration

**User Details**

First Name  \*      Email  \*

Middle Name       Confirm Email  \*

Last Name  \*      Password  \*

Company       Confirm Password  \*

Reg Phone  \*      Contact Preference  \*

**Note** 

Make sure to provide your email address!

**Address Fields**

Street Number  \*      City  \*

Street Name  \*      State  \*

Suite/Unit       Zip Code  \*

Street Type  \*      County

Address Type  \*

**Format** 

St. Number: 400 | St. Name: S  
FEDERAL | Suite/Unit: #101 | St.  
Type: HWY

[Privacy & Terms](#)

# User Registration

Development Services Department Online Portal

[Home](#)

[Permits](#)

[Plan](#)

[Code](#)

[Inspections](#)

[Calendar](#)

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**User Successfully Created**

You will receive an email once your user account is approved and activated.

City Staff will receive your request to register and will enable your log-in.

- You will receive an email once activated

Customers will receive their activation email within 48 business hours





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**Log On User**



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# Log On User

## Development Services Department Online Portal

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# Log On User

## Development Services Department Online Portal

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## Log On

### User Login

Email address

Password

Remember me?

[Log On](#)

[Forgot Password](#)

### Note



Your username will be the email address you registered with!



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# Log On User

A registered user is linked to their plans and permits

- This is the Home Page showing all linked records
- This is the main screen for the registered user
- User name will appear next to the “Welcome” on the log-in bar (see arrow)
- User must be listed as a contact for record to appear on the Home screen

Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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Announcements

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### Citizen Access Portal

IM Best Permits

Change Filter

Permit Number	Type	Work Class	Status	ApplyDate	Issued
<a href="#">BAWN-15-00498</a>	Building Awning	Canvas	Required	10/06/2015	
<a href="#">BNEW-15-00069</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Finalized	09/19/2015	09/20/2015
<a href="#">BNEW-15-00068</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Active	09/15/2015	09/16/2015
<a href="#">FSUB-15-00010</a>	Fire Sub-General	New	Required	09/14/2015	
<a href="#">BNEW-15-00067</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Required	09/14/2015	
Building New 5 or more Unit Bldg					

Displaying Items 1 - 10 of 152

IM Best Plans

Change Filter

Plan Number	Type	Work Class	Status	Apply Date
<a href="#">PL-BAWC-15-00547</a>	BD Awning - Com	New	On-Review	10/06/2015
<a href="#">PL-BBDC-15-00125</a>	BD Building - Com	New Construction	Checked Out	09/19/2015
<a href="#">PL-BBDC-15-00123</a>	BD Building - Com	New Construction	On-Review	09/17/2015
<a href="#">SDREV-15-00003</a>	BD Shop Drawing Revision	Shop Draw Change of Plan	On-Review	09/16/2015
<a href="#">SHOP-15-00033</a>	BD Shop Drawing	Awnings	On-Review	09/16/2015
<a href="#">SHOP-15-00032</a>	BD Shop Drawing	Fire Alarm	On-Review	09/16/2015
<a href="#">SDREV-15-00002</a>	BD Shop Drawing Revision	Shop Draw Change of Plan	On-Review	09/15/2015

Displaying Items 1 - 10 of 134

## Additional options within the Home screen

- View current license and insurance certificates with the City
- View current and past invoices and pay online
- View Code Compliance Case with the City

**Best Certificates**

License	WorkClass	Issued	Expired
5555555556	General Liability Insurance	9/1/2015	10/30/2016
cgc123456	State License	10/31/2014	10/30/2016

Displaying items 1 - 2 of 2

**Best Invoices**

[Pay Multiple Invoices](#) [Change Filter](#)

Invoice Number	Status	Invoice Total	Invoice Date	Due Date
<a href="#">00000105</a>	Partial Payment, Past Due	\$257,690.00	2/11/2015	2/11/2015
<a href="#">00000132</a>	Partial Payment, Past Due	\$4,382.80	7/26/2015	7/26/2015
<a href="#">00000131</a>	Invoiced, Past Due	\$152.50	7/26/2015	7/26/2015
<a href="#">00000150</a>	Invoiced, Past Due	\$54.00	8/20/2015	8/20/2015
<a href="#">00000191</a>	Invoiced, Past Due	\$75.00	10/4/2015	10/4/2015
<a href="#">00000190</a>	Invoiced, Past Due	\$800.00	10/4/2015	10/4/2015

Displaying items 1 - 6 of 6

**Best Code Cases**

[Change Filter](#)

Code Case Num	Type	Status	Disclct	Opened	Closed
<a href="#">USB-15-00009</a>	Unsafe Structures Board	Active Case	Hallandale Beach	07/23/2015	
<a href="#">USB-15-00008</a>	Unsafe Structures Board	Active Case	Hallandale Beach	07/23/2015	
<a href="#">USB-15-00007</a>	Unsafe Structures Board	Discovery	Hallandale Beach	07/23/2015	
<a href="#">USB-15-00004</a>	Unsafe Structures Board	Active Case	Hallandale Beach	07/21/2015	

Displaying items 1 - 4 of 4



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# Log On User

Click on a record number to view details

- View Permit information for inspection results and other requirements
- View Plan information for plan review results and application status

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#### Citizen Access Portal

##### IM Best Permits

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<a href="#">BNEW-15-00068</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Active	09/15/2015	09/16/2015
<a href="#">FSUB-15-00010</a>	Fire Sub-General	New	Required	09/14/2015	
<a href="#">BNEW-15-00067</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Required	09/14/2015	
Building New		5 or more Unit Bldg			

Displaying Items 1 - 10 of 152

##### IM Best Plans

Plan Number	Type	Work Class	Status	Apply Date
<a href="#">PL-BAWC-15-00547</a>	BD Awning - Com	New	On-Review	10/06/2015
<a href="#">PL-BBDC-15-00125</a>	BD Building - Com	New Construction	Checked Out	09/19/2015
<a href="#">PL-BBDC-15-00123</a>	BD Building - Com	New Construction	On-Review	09/17/2015
<a href="#">SDREV-15-00003</a>	BD Shop Drawing Revision	Shop Draw Change of Plan	On-Review	09/16/2015
<a href="#">SHOP-15-00033</a>	BD Shop Drawing	Awnings	On-Review	09/16/2015
<a href="#">SHOP-15-00032</a>	BD Shop Drawing	Fire Alarm	On-Review	09/16/2015
<a href="#">SDREV-15-00002</a>	BD Shop Drawing	Shop Draw Change of Plan	On-Review	09/15/2015

Displaying Items 1 - 10 of 134



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# Log On User

Click on a record number to view details - Plan

- View Plan Details
- Address Details
- Contact Details
- Inspections within Plan not used
- Fees Paid and Fees Due
- Pay online

Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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Plan Number: PL-BBDC-15-00125  [Subscribe](#)

**Plan Details**

Type: BD Building - Com District: Hallandale Beach Apply Date: 9/19/2015  
Work Class: New Construction Square Feet: 150000.00 Expire Date: 11/18/2015  
Status: Checked Out Valuation: 0.0000 Complete Date: None  
Description: Trump Hallandal... Approval Expire Date: None

**Primary Address Details**

Parcel: 514227420010  
Address: 400 S FEDERAL HWY  
HALLANDALE BEACH, FL 33009  
United States 

**Contact Details**

Type	Company	First Name	Last Name	Title
Contractor	The Architect Company	IM	Best	President
City of				

Displaying items 1 - 2 of 2

**Existing Inspections**

Details	Type	Status	Request Date	Sch
No records to display.				

Displaying items 0 - 0 of 0

**Schedule Inspections**

Select	Type	Status	Date	Reinspection
No records to display.				

Displaying items 0 - 0 of 0

**Plan Fees**

Description	Date	Amount	Invoice
No records to display.			

Displaying items 0 - 0 of 0

**Remaining Fees**

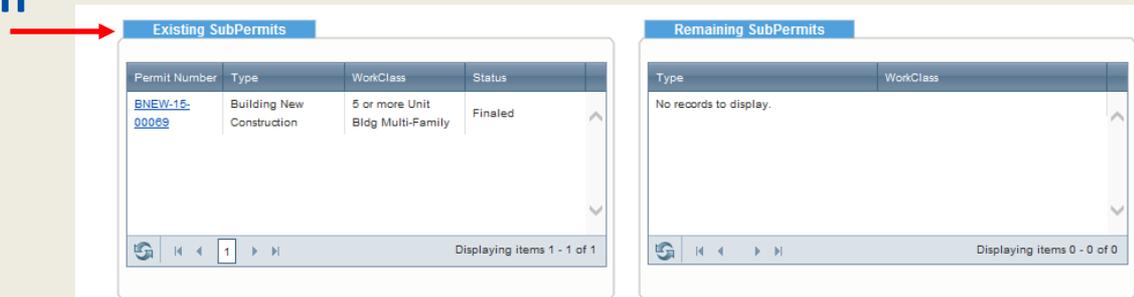
Pay Fee	Description	Date	Amount	Invoice
Pay Fee	Plan - \$85	9/19/2015	\$85.00	00000155
Pay Fee	50% of base permit fee	9/19/2015	\$232505.00	00000155

Displaying items 1 - 2 of 2

# Log On User

**Click on a record number to view details - Plan**

- **View permits that have been attached to the plan**

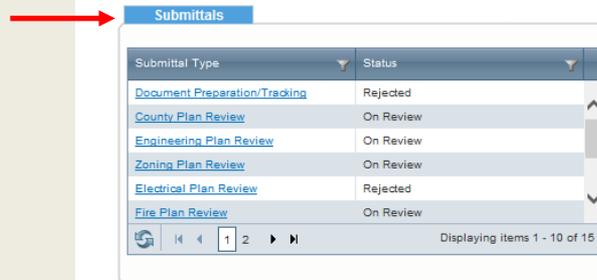


Existing SubPermits			
Permit Number	Type	WorkClass	Status
<a href="#">BNEW-15-00069</a>	Building New Construction	5 or more Unit Bldg Multi-Family	Finald

Remaining SubPermits	
Type	WorkClass
No records to display.	

- **Plan review comments under the Submittals tab**



Submittals	
Submittal Type	Status
<a href="#">Document Preparation/Tracking</a>	Rejected
<a href="#">County Plan Review</a>	On Review
<a href="#">Engineering Plan Review</a>	On Review
<a href="#">Zoning Plan Review</a>	On Review
<a href="#">Electrical Plan Review</a>	Rejected
<a href="#">Fire Plan Review</a>	On Review



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# Log On User

Click on a record number to view details - Permit

- View Permit Details
- Address Details
- Contact Details
- View scheduled and required inspections and results
- Fees Paid and Fees Due
- Pay online

Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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Permit Number: BNEW-15-00069

Subscribe

Permit Details

Type: Building New Construction District: Hallandale Beach Application Date: 9/19/2015  
Work Class: 5 or more Unit Bldg Multi-Family Square Feet: 150000.00 Issued Date: 9/21/2015  
Status: Finalized Expiration Date: 3/21/2016  
Description: Trump Hallandale, FL

Primary Address Details

Parcel: 514227420010  
Address: 400 S FEDERAL HWY  
HALLANDALE BEACH, FL  
33009  
United States

Contact Details

Type	Company	First Name	Last Name	Title
Contractor	The Architect Company	IM	Best	President
Property Owner	City of Hallandale Beach			

Existing Inspections

Details	Type	Status	Request Date	Sch
<a href="#">Cancel Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20
<a href="#">Cancel Inspection Details</a>	Building TCO	Approved	9/21/2015	8/20
<a href="#">Cancel Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20

Schedule Inspections

Schedule	Type	Status	Date	Reinspection
<a href="#">Schedule</a>	Building Buck			No
<a href="#">Schedule</a>	Building Ceiling Crd			No
<a href="#">Schedule</a>	Building Concrete Beams			No

Paid Fees

Description	Date	Amount	Invoice
No records to display.			

Remaining Fees

Pay Fee	Description	Date	Amount	Invoice
No records to display.				



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# Log On User

Click on a record number to view details - Permit

- View active sub-permits and those pending to acquire
- View attached documents
- View other types of submittals required for this permit

## Existing SubPermits

Permit Number	Type	WorkClass	Status
<a href="#">SP-BAWN-15-00009</a>	SP - Building Awning	Canvas	Required
<a href="#">SP-BBLC-15-00001</a>	SP - Building Bleachers	Permanent	Required
<a href="#">SP-BCOM-15-00001</a>	SP - Building Communication	Cellular	Required

Displaying items 1 - 3 of 3

## Remaining SubPermits

	Type	WorkClass
<a href="#">Apply</a>	Electrical Sub-General	New
<a href="#">Apply</a>	Engineering Sub-General	New
<a href="#">Apply</a>	Fire Sub-General	New
<a href="#">Apply</a>	Mechanical Sub-General	New
<a href="#">Apply</a>	Plumbing Sub-General	New
<a href="#">Apply</a>	Zoning Sub-General	New

Displaying items 1 - 6 of 6

## Attachment Details

File Name
No records to display.

Displaying items 0 - 0 of 0

## Submittals

Submittal Type	Status
<a href="#">CER - Reinforced Unit Masonry</a>	Required
<a href="#">CER - Pile Driving</a>	Required
<a href="#">DOC - Spot Survey w/ Elevation</a>	Required
<a href="#">DOC - Termite Treatment</a>	Required
<a href="#">CER - Slab on Fill</a>	Required
<a href="#">DOC - Compaction Test</a>	Required

Displaying items 1 - 10 of 14



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# Log On User

## Scheduling an Inspection

- View completed and pending inspections
- Schedule an inspection by clicking “Schedule”
- Inspections are automatically scheduled for the next available business day
- Complete the inspection information
- Click “Schedule”
- **The Interactive Voice Response (IVR) system is no longer in use**

Existing Inspections

Details	Type	Status	Request Date	Schi
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building TCC	Approved	9/21/2015	9/20

Displaying items 1 - 6 of 6

Schedule Inspections

Select	Type	Status	Date	Reinspection
<a href="#">Schedule</a>	Building Buck			No
<a href="#">Schedule</a>	Building Ceiling Grid			No
<a href="#">Schedule</a>	Building Concrete Beams			No

Displaying items 1 - 10 of 17

Schedule Inspection

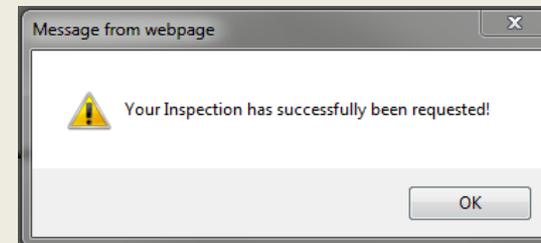
Requested Date: 10/8/2015

Comments: Tie beam for level one

Field Contact Name: Bob the foreman

Field Contact Phone Number: 954-123-4567

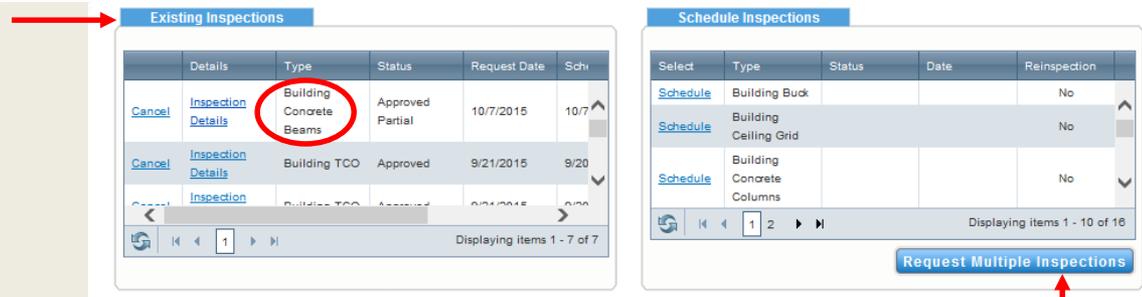
[Schedule](#)



# Log On User

## Scheduling an Inspection

- Confirm the inspection has been scheduled
- Schedule inspection up until 4:00 pm for next business day
- Cancel an inspection online same day before 4:00 pm
- Receive confirmation of cancelled inspection
- Cancel an inspection after 4:00 pm by calling the Department



**Existing Inspections**

Details	Type	Status	Request Date	Sch
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building Concrete Beams	Approved Partial	10/7/2015	10/7
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20
<a href="#">Cancel</a> <a href="#">Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20

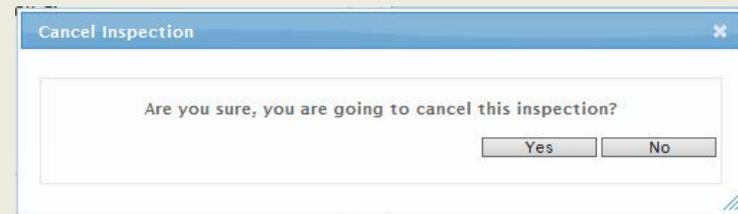
Displaying items 1 - 7 of 7

**Schedule Inspections**

Select	Type	Status	Date	Reinspection
<a href="#">Schedule</a>	Building Buck			No
<a href="#">Schedule</a>	Building Ceiling Grid			No
<a href="#">Schedule</a>	Building Concrete Columns			No

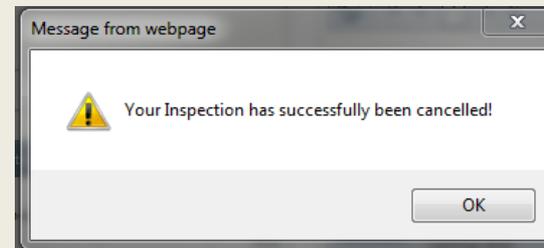
Displaying items 1 - 10 of 16

[Request Multiple Inspections](#)



**Cancel Inspection**

Are you sure, you are going to cancel this inspection?



**Message from webpage**

 Your Inspection has successfully been cancelled!



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# Log On User

## Inspection Results

- View inspection result details



Existing Inspections					
	Details	Type	Status	Request Date	Schi
<a href="#">Cancel</a>	<a href="#">Inspection Details</a>	Building Concrete Beams	Approved Partial	10/7/2015	10/7
<a href="#">Cancel</a>	<a href="#">Inspection Details</a>	Building TCO	Approved	9/21/2015	9/20
<a href="#">Cancel</a>	<a href="#">Inspection</a>	Building TCO	Approved	9/21/2015	9/20

Displaying items 1 - 7 of 7

Schedule Inspections				
Select	Type	Status	Date	Reinspection
<a href="#">Schedule</a>	Building Buck			No
<a href="#">Schedule</a>	Building Ceiling Grid			No
<a href="#">Schedule</a>	Building Concrete Columns			No

Displaying items 1 - 10 of 18



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## Inspection Results

- View inspection result details
- View inspector details
- View inspection results in the “Checklist” section
- Request a Re-inspection of the same type inspection

Inspection Number: **BD-INSP-15-00881** [Request Reinspection](#)

**Inspection Details**

Type: Building Concrete Beams    Requested Date: 10/7/2015    Requested Time: 3:33 PM  
Status: Approved Partial    Scheduled Date: 10/8/2015    Scheduled Time: 12:00 AM  
Link Type: Permit    Completed Date: 10/7/2015    Completed Time: 3:42 PM  
Linked Number: BNEW-15-00069

**Primary Address Details** **Inspector Details**

Parcel : 514227420010   
Address : 400 S FEDERAL HWY  
HALLANDALE BEACH, FL  
33009

Primary	Name	Phone Number	Email
Yes	System Administrator	444	admin@energ

Displaying items 1 - 1 of 1

**Paid Fees** **Pay Fees**

Description	Date	Amount	Invoice
No records to display.			

Displaying items 0 - 0 of 0

Status	Description	Amount	Invoice
No records to display.			

Displaying items 0 - 0 of 0

**Inspection Checklist**

Name	Description	Passed	Comments
General Comments		Yes	Tie beam level one partial

Displaying items 1 - 1 of 1



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# Log On User

## Managing Account

- Manage and update general user information
- Change Password
- Change and update address information
- Manage related contacts

## Log Off

- Once complete proceed to log off

Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

Hallandale Beach  
Florida  
Hallandale Beach  
Welcome IM Bevil | Log Off | Manage My Account

### Manage My Account

**General Info** [Change Password](#)

Company  Contact

Company Name: **The Architect Company** Web Page Address:

First Name: **IM** Business Phone: **9544571385**

Middle Name: **T** Home Phone:

Last Name: **Best** Mobile Phone:

Title: **President** Fax:

E-mail: **ssasuncne@cohb.org** Other Phone:

Contact Preference: **Email**

**Note** Update User Info: Password will read on demand. Checkboxes are read only. Can not change Company Name if Company is checked.

**Address Field**

Address	Type	
1000 Hallandale Beach Blvd. Hallandale Beach, FL 33009	Business	<a href="#">Edit</a>

Displaying Items 1 - 1 of 1

[Add New](#)

**Favorite Contacts**

First Name	Last Name	Company	Title
No records to display.			

Displaying Items 0 - 0 of 0

[Add Contact](#)

[Submit](#)

**Hint** This is a required field. You will need to name an individual or business for each of the contact types listed in the note below. Click on "add contact" to search for individuals or businesses.



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**DEVELOPMENT SERVICES DEPARTMENT  
BUILDING DIVISION**



**All Users  
(View Only)**



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# All Users (View Only)

## Home Page

- Menu Options
  - Permits
  - Plan
  - Code
  - Inspections
  - Calendar

**Development Services Department Online Portal**

↓ ↓ ↓ ↓ ↓

Home   Permits   Plan   Code   Inspections   Calendar

---

## Hallandale Beach

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### Announcements

- August 25, 2014, debut of state-of-the-art permitting system - EnerGov!
- Coming Soon!
- Online Payments
- Electronic Plan Reviews

### City of Hallandale Beach

Welcome to the Development Services Department **Citizen Access Portal (CAP)** online access to information from Planning & Zoning, Building & Permitting and Code Compliance Divisions.

Our single source portal for up-to-the-minute information for your plan reviews, inspections and code compliance cases.

Search by property address to determine complete activity, past and present. Pinpoint information by using a plan case, permit or code case number. All available 24/7 over the internet!

View information without the need to log in, or unlock the full capabilities to schedule inspections and upload documents by registering as a user and logging in.

Online payment convenience for paying your code compliance, plan review and permitting fees.

Electronic Plan Reviews will allow an applicant to apply online for a permit, upload documents for review and receive a permit remotely from the convenience of the office. For assistance please contact the Department at 954-457-1383 or [services@cohb.org](mailto:services@cohb.org)

# All Users

## Select a Menu Option

- Search for information within the Permits, Plan and Code menu options
- Typical search screen to view information

### Development Services Department Online Portal

Home Permits Plan Code Inspections Calendar

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#### Permit Search

##### Address Fields

Street Number	<input type="text"/>	Suite/Unit	<input type="text"/>
Pre Direction	<input type="text" value="-Prefix-"/>	City	<input type="text"/>
Street Name	<input type="text"/>	State	<input type="text"/>
Street Type	<input type="text" value="-Type-"/>	Zip Code	<input type="text"/>
Post Direction	<input type="text" value="-Postfix-"/>	County	<input type="text"/>

#### Format

St. Number: 400 | St. Name: S  
FEDERAL | Suite/Unit: #101 | St.  
Type: HWY

##### Permit Fields

Permit Number	<input type="text"/>	Project Name	<input type="text"/>
Type	<input type="text" value="- Permit Type -"/>	Issued Date	<input type="text"/>  <input type="text"/> 
Work Class	<input type="text" value="- Work Class -"/>	Expiration Date	<input type="text"/>  <input type="text"/> 
Status	<input type="text" value="- Status -"/>	Final Date	<input type="text"/>  <input type="text"/> 

#### Note

Provide as much detail as you can in order to narrow down the search results.

Clear

Search



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# All Users

## Select a Menu Option

- View all inspections scheduled for today
- Sort by column information and confirm inspection

Development Services Department Online Portal

Home Permits Plan Code **Inspections** Calendar

Hallandale Beach Florida

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### Inspections

Date: 10/7/2015

Inspection (10-07-2015)

Case Number	Case Type	Insp. Type	Address	Primary Inspector	Status	Order
EGEN-15-00489	Permit	Electrical Grounding		Administrator, System	Schedu...	1 of 3
EGEN-15-00489	Permit	Electrical Rough		Administrator, System	Schedu...	2 of 3
EGEN-15-00489	Permit	Electrical Underground		Administrator, System	Schedu...	3 of 3
SP-ZSNG-15-00491	Permit	Zoning Final	645 W hallandale beach BLVD	Dominguez, Christy	Schedu...	1 of 1

Displaying items 1 - 4 of 4



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# All Users

## Select a Menu Option

- View a scheduled or community meeting

Development Services Department Online Portal

Home Permits Plan Code Inspections **Calendar**

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### View

◀ ▶ today

October 2015

month week day

#### All Items

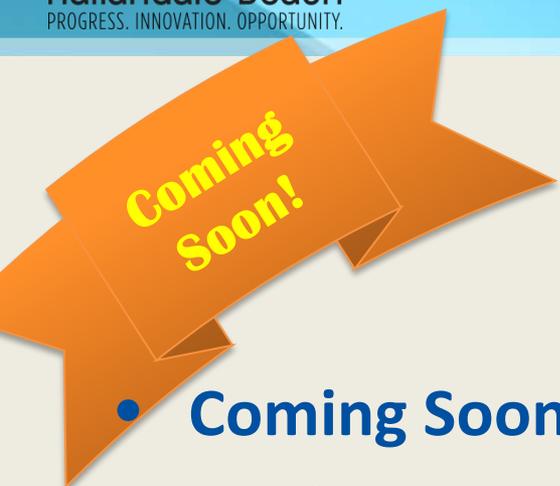
Meetings

Hearings

Holidays

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29 12a asd	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

# Electronic Reviews

An orange ribbon graphic with a 3D effect, containing the text 'Coming Soon!' in yellow.

**Coming  
Soon!**

- **Coming Soon!**
  - Electronic Plan Reviews
    - Streamlined Plan Review Process
    - Concurrent reviews among City Departments
  - Electronic/Digital Signatures
    - FDOT PEDDS
    - Third party digital signature verification



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# Online Permits

**Looking Ahead**

- **Looking Ahead!**
  - Online Application and Issuance of Permits
    - AC Change-outs
    - Water Heater Replacements
    - Burglar Alarm Vouchers
    - Others...



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*Thank you!*

# Questions Please





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