

1 AND 2 FAMILY DWELLING CHECKLIST

NOTE: THIS CHECKLIST MUST BE COMPLETED AND SUBMITTED ALONG WITH THE PERMIT APPLICATION

REQUIRED ITEMS:

1. Completed permit application form including all signatures and completion of the owner/builder affidavit if applicable.

TWO (2) Complete Sets of the following items

2. DRAWING PACKAGE at minimum 1/8 inch scale to include the following drawings-
- a) Site Plan showing location of proposed structure, setbacks, existing parking
 - b) All Exterior elevations
 - c) Foundation Plan showing footer sizes, slab details
 - d) Existing Floor Plan showing areas being remodeled or added
 - d) New Floor Plan including a door /window schedule, wind pressures
 - f) Roof Framing/Truss plan
 - g) Wall Sections showing structural connection details (i.e. hurricane strapping)
 - h) Electrical Plan with device/lighting layout, service calculation, riser diagram, utility locations
 - j) Plumbing Plan showing fixture locations and plumbing isometric
3. Recent Survey showing all boundaries and easements associated with the property.
4. Product Approvals for all doors/windows/garage doors/hurricane shutters
5. Energy Calculations per FBC requirements

PLAN DESIGN AND SUBMISSION NOTES

- 1. ALL CONSTRUCTION IN DESIGNATED HISTORIC DISTRICTS ARE SUBJECT TO HISTORIC PRESERVATION REVIEW.**
- 2. ALL CONSTRUCTION IN DESIGNATED FLOOD ZONES MUST HAVE A FEMA FLOOD ELEVATION CERTIFICATE ON FILE PRIOR TO FINAL INSPECTION.**
- 3. ALL SUBMITTED PLANS MUST BE IN CONFORMANCE WITH ANY CONDITIONS OR VARIANCES APPROVED BY THE PLANNING AND ZONING BOARD.**
- 4. A RECORDED NOTICE OF COMMENCEMENT IS REQUIRED ON SITE BEFORE FIRST INSPECTION.**

SIGNATURE OF APPLICANT: _____ DATE: _____