

# Permit Application Check List

## New Construction (SFR / Commercial )

- Detailed Plans  
(2 sets for SFR / 3 sets for Commercial)
- Boundary Survey
- Site Plan
- Product Approval
- Energy Calculations
- Truss Plan & Truss Engineering
- Septic Application
- Driveway App or Verify Private Access
- Contractor Licensing  
(Check to see if registered with us or State)

## Mobile Homes

- Serial Number
- Boundary Survey
- Site Plan
- Set up Documents (included in packet)
- Contract / Value of Mobile Home
  - New** or  **Replacement**
- Septic Application
- Driveway App or Verify Private Access

## Roofing (re-roofs)

- Product Approval
- Contract

## Electrical

- Amps and Phase (How Many?)
- Contract
- Energy Calcs (if needed)
- Detailed Description of work/use
- Plans (if needed)

## Plumbing

- Detailed Description and Plans (if needed)
- Contract

## Mechanical

- Contract
- Energy Calcs
- Detailed Description and Plans (if needed)

## Demolition

- What structure is being demolished?
  - Franchise Dumpster** or  **Waste Receipts**

# Permit Application Check List

## Addition

- Detailed Plans
- Detailed Description (size, use, etc...)
- Site Plan
- Product Approval
  - Electric  Plumbing  A/C  Slab
- Energy Calculations
- Truss Plan & Truss Engineering If applicable
- Contractor Licensing if applicable  
(Check to see if registered with us or State)

## Remodel / Renovate

- Detailed Plans
- Detailed Description (size, use, etc...)
- Site Plan
- Product Approval
  - Electric  Plumbing  A/C  Slab
- Energy Calculations
- Contractor Licensing if applicable  
(Check to see if registered with us or State)

## Swimming Pool

- Detailed Description (size, type, etc...)
- Site plan
- Engineered Plans (in ground pools)
- Florida Safety Requirements

## Utility Building – Site Built

- Detailed Plans
- Detailed Description (size, use, etc...)
- Site Plan
- Product Approval
  - Electric  Plumbing  A/C  Slab
- Energy Calculations
- Truss Plan & Truss Engineering If applicable
- Contractor Licensing if applicable  
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## Shed - Prefab

- Detailed Description (size, use, etc...)
- Engineered Plans & Tie down Specifications
- Site Plan
- Product Approval
  - Electric  Slab
- Contractor Licensing if applicable  
(Check to see if registered with us or State)

## Fence

- Boundary Survey / Site Plan  
(Showing where fence is going)
- Detailed Description  
(Type of Material, Height & Linear Feet)