

# RESIDENTIAL PERMIT APPLICATION REQUIREMENTS REMODELS/RENOVATIONS

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**A COMPLETE APPLICATION WILL AID IN PERMIT BEING ISSUED IN A TIMELIER MANNER**  
Incomplete applications will be returned.

- All drawings must be on good quality paper, sized no smaller than 24" x 30", legible, to scale, reasonably neat and accurate. Structural drawings require the seal of an Engineer.

## **ADMINISTRATIVE:**

- \_\_\_ Permit application fully completed;
- \_\_\_ Subcontractor Verification Forms for all trades;
- \_\_\_ Notice of Commencement;
- \_\_\_ Photos of proposed work site including Right of Way and swale;
- \_\_\_ Receipt of Sewer Impact fee payment to Town (for Town of North Redington Beach only \$50 per Plumbing fixture added);
- \_\_\_ For Remodel/Renovation to any structure built prior to September 3, 2003 a substantial improvement analysis and/or an elevation certificate showing the property to be compliant with current map;
- \_\_\_ Asbestos affidavit

## **BUILDING CODE INFORMATION:**

**Two sets of sealed plans from a Florida Licensed design professional providing in addition to the information required in Chapter one of the FBC:**

- \_\_\_ Floor plans - showing size and arrangement of all rooms with use of each designated. Give opening pressures at each window and door / openings on the engineered plans for those windows replaced;
- \_\_\_ Details on all wall types and load paths;
- \_\_\_ For new work and replacement/remodel; Two sets of product approval documents;

## **\_\_\_ FLOOD PREVENTION**

1. Locations and calculations for flow through vents provided;
2. Disconnects/Outlets/Switches required for safety by NEC 210 and 230 allowed below BFE shall be shown on plans;
3. For remodels/alterations on structures built before the latest FIRM map adoption date a 50% substantial improvement determination form is required to be submitted;
4. For remodels and additions to structures built before the latest FIRM map adoption date Photos of interior of subject property are required.