

**CITY OF SARASOTA MINIMUM REQUIREMENTS FOR
ONE & TWO FAMILY RESIDENTIAL ADDITION**

REQUIRED DOCUMENTS MUST BE SUBMITTED AT TIME OF PERMIT APPLICATION		ITEMS TO BE INCLUDED-EACH BOX SHALL BE CIRCLED AS APPLICABLE		
Plan size must be 24" x 36"				
1.	Copy of the recorded deed (if metes and bounds) or legal description.	YES	NO	N/A
2.	Florida Energy Efficiency forms: Provide (2) complete sets of form 600A or 600B. All front sheets shall contain the signature of the person who performed the calculations and the signature of the owner/agent, 2 copies of manual "J" short form, and 2 energy guides. Manual "J" forms and energy guide are obtained from the Mechanical Contractor.	YES	NO	N/A
3.	Flood Protection: Flood Damage control regulations and minimum standards under the National Flood Insurance Program require new construction, substantial improvements, and remodeling projects to be protected from flood damage. Pursuant to these regulations, the following information must be included with plans submitted for approval for structures built within the Special Flood Hazard Area (for greater detail, please refer to the Plans Examiner detailed checklist) verification of grade and structural related elevations; certification of materials, ventilation, and floodproofing techniques, area identified for remodeling and the value of construction; and added engineer certifications for construction within a floodway or velocity zone and for commercial construction below the base flood elevation.	YES	NO	N/A
4.	Site Plans: Provide 3 copies of single line drawings to scale showing property boundaries, lot dimensions, and location of proposed and existing structures on the lot, street in front of the property and street name. If located on a corner lot, indicate the names of both streets. Also include all easements, conservation and/or wetland areas.	YES	NO	N/A
5.	The site plan must show the footprint of the proposed structure and all of the existing trees on the property, including the trees to remain and the trees proposed to be removed due to construction (if any).			
6.	Contractor/agent shall sign a "no Tree Removal" affidavit or provide a tree removal permit.	YES	NO	N/A
7.	Homeowner affidavit if applicable under Florida Statue 489.103(7). Affidavits available at the permitting offices.	YES	NO	N/A
PLANS AND SPECIFICATIONS NEW 1 & 2 FAMILY RESIDENTIAL STRUCTURES				
1.	3 copies of drawings to scale (1/4" = 1') with sufficient clarity and detail to indicate the nature and scope of work. Such drawings shall contain information, in the form of notes or otherwise, as to the quality of materials, where the quality is essential to conforming with the technical codes of the 2014 Florida Building, 2014 FBC-R, Plumbing, Mechanical, Fuel Gas, Energy Efficiency, Accessibility, and 2011 National electrical codes. Such information shall be specific, and the technical codes shall not be cited as a whole or in part, nor shall the term "legal" or its equivalent be used as a substitute for specific information. All drawings, specifications, and accompanying data shall bear the name and signature of the person/persons responsible for the design. For plans that include multiple options only those options for the building being considered for permit shall be identified. All others shall be removed or crossed out. Note: All structural plans shall be signed and sealed by a design professional.	YES	NO	N/A
GENERAL PLAN REQUIREMENTS PLANS SHALL HAVE THE STRUCTURAL DESIGN CRITERIA CLEARLY INDICATED (I.E., WIND LOADING, FLOOR AND ROOF LIVE AND DEAD LOADS).				
The following information related to wind loads shall be shown on the construction plans				
1.	Basic wind speed, mph, (km/hr).	YES	NO	N/A
2.	Components and Cladding. The design wind pressures in terms of psf, (kN/m2) to be used for the design or exterior component and cladding materials not specifically designed by the registered design professional.	YES	NO	N/A
Floor plans shall include the following:				
1.	Size and arrangement of all rooms with intended use for each room.	YES	NO	N/A
2.	All plumbing fixtures. Provide a Utility Cost estimate sheet and the fixture count sheet.	YES	NO	N/A
3.	Attic access (22" x 30" minimum). Any new attic of 30' Sq. feet or more. FBC-R section R807	YES	NO	N/A
4.	Emergency egress windows in all bedrooms. If adding a habitable space Smoke/Carbon Detectors are required thru-out the residence.	YES	NO	N/A
5.	Location of air compressor.	YES	NO	N/A
6.	Location of air handler.	YES	NO	N/A
7.	Location of fireplaces.	YES	NO	N/A
8.	Complete door and window schedule provide window NOA's and installation instructions.	YES	NO	N/A
9.	Garage door installation details and data indicating compliance with the wind load requirements of Section 1606.	YES	NO	N/A
10.	Location and dimensions of all interior and exterior shear walls.	YES	NO	N/A
11.	Locations of all interior bearing walls, columns, and pads.	YES	NO	N/A
12.	All header and lintel sizes, types, ratings, and locations.	YES	NO	N/A
Foundation plans shall include the following:				
1	Interior and exterior footing size and reinforcement, including lapping of reinforcement, location and dimensions of foundation dowels, vertical steel and anchor bolt sizes.	YES	NO	N/A
2.	Column pad sizes and reinforcement.	YES	NO	N/A
3.	Termite treatment of soil, vapor barrier, wire mesh or fiber additive, clean compacted fill under all Slabs (soil compaction tests may also be required).	YES	NO	N/A
4.	See FBC-R Section R302 for fire resistant construction distances for new SFR and new additions.	YES	NO	N/A
WALL SECTIONS – ONE STORY WOOD FRAME WALLS Provide a detailed cross-section of each wall type from the foundation through the roof, including the following:				
1.	Foundation with reinforcement. (Bottom of all footings is at least 12" below finish grade).	YES	NO	N/A
2.	Pressure treated plate with anchor bolt size, spacing, embedment, and washer size or approved alternate anchor.	YES	NO	N/A
3.	Size, grade and species of all structural lumber.	YES	NO	N/A
4.	Stud size and spacing, top and bottom connection for bearing walls.	YES	NO	N/A
5.	Double top plate, show splicing for shear walls.	YES	NO	N/A
6.	Wall sheathing size and type with nailing schedule, special blocking, and nailing for shear walls.	YES	NO	N/A
7.	Ceiling and eave height and overhang. SEE FBC-R SECTION R302	YES	NO	N/A
WALL SECTIONS – MASONRY WALLS				
1.	Foundation with reinforcement. (Bottom of all footings is at least 12" below finished grade).	YES	NO	N/A
2.	Size of vertical reinforcement showing lap dimensions and embedment into footing, and bond beam.	YES	NO	N/A

3.	Wall thickness, ceiling, and eave height and overhang.	YES	NO	N/A
4.	Bond beam size, type, and size reinforcement indicating lap.	YES	NO	N/A
5.	Lintel type dimensions and reinforcement.	YES	NO	N/A
6.	Size and grade of top plates, including dimensions and spacing of anchor bolts and washers, or size, type and spacing of truss anchors.	YES	NO	N/A
7.	Exterior finishes and wall coverings. Brick veneer, additional footing width, tie schedule, and flashing.	YES	NO	N/A
8.	Roof structure (truss or conventional wall) wall connections. Nailing schedule for roof sheathing and roof covering.	YES	NO	N/A
9.	Window and door anchorage details.	YES	NO	N/A
WALL SECTIONS – TWO STORY				
1.	All of the one-story information plus floor framing and draftstopping.	YES	NO	N/A
2.	Connections to wall above and below.	YES	NO	N/A
3.	Nailing schedule for floor sheathing.	YES	NO	N/A
4.	Continuous load path from the roof truss to the foundation.	YES	NO	N/A
INTERIOR BEARING WALLS				
1.	All foundations, connections to foundation, and roof structure.	YES	NO	N/A
GABLE ENDS				
1.	All sheathing, lateral bracing, nailing schedules for sheathing, and connections to wall below.	YES	NO	N/A
2.	Gable truss diaphragm installation, and method of horizontal bracing at wall/gable joint.	YES	NO	N/A
3.	Roof sheathing attachment.	YES	NO	N/A
4.	Connections for uplift and lateral load.	YES	NO	N/A
POSTS, COLUMNS, AND BEAMS				
1.	All materials and connections from the foundation to the roof structure with anchorage and connection details.	YES	NO	N/A
SECOND STORY FRAMING PLAN				
1.	Type and size or pre-engineered members and/or size, grade, and species of conventional framing.	YES	NO	N/A
2.	Direction, span, and spacing of floor structural members.	YES	NO	N/A
3.	Engineering and specifications for pre-engineered floor systems shall be on the job site for the inspectors.	YES	NO	N/A
4.	Type and thickness of floor sheathing including nailing schedule.	YES	NO	N/A
5.	Required hangers, connectors, and fasteners of structural members.	YES	NO	N/A
ROOF FRAMING PLAN				
1.	Direction, span, and spacing of roof structure.	YES	NO	N/A
2.	Size, grade, and species of lumber for all framing.	YES	NO	N/A
3.	Hold down connector sizes for all headers.	YES	NO	N/A
4.	Roof framing layout plan indicating truss locations, specifications of connectors (manufacturer's designation and load capacity) and nailing schedule.	YES	NO	N/A
5.	When pre-engineered trusses are being used, the signed and sealed engineered truss shop drawings shall be provided on the job site for the inspectors.	YES	NO	N/A
6.	Type and thickness of roof sheathing, including nailing schedule.	YES	NO	N/A
EXTERIOR ELEVATION PLAN SHALL INCLUDE THE FOLLOWING:				
1.	Front, rear, and side elevations including windows, doors, roof slopes, and chimneys.	YES	NO	N/A
2.	Roof overhangs and ventilation.	YES	NO	N/A
3.	Porch guardrails and stair handrails.	YES	NO	N/A
4.	Crawl space ventilation and access panels.	YES	NO	N/A
5.	Complete stair, handrail, and guardrail details including tread, riser and handrail/guardrail dimensions.	YES	NO	N/A
PLUMBING PLAN SHALL INCLUDE THE FOLLOWING:				
1.		YES	NO	N/A
2.	All plumbing fixtures and locations.	YES	NO	N/A
3.	Completed fixture count sheet.	YES	NO	N/A
4.	Water heaters and locations.	YES	NO	N/A
5.	Back flow preventer shall be installed or provide a current backflow cert. for existing backflows.	YES	NO	N/A
6.	Natural gas/propane pipe & layout to include sizing and equipment BTU rating and locations.	YES	NO	N/A
MECHANICAL PLAN SHALL INCLUDE THE FOLLOWING:				
1.	Air leakage (mandatory) see FBC-R section R402.4. provide a note on the plans that the test shall be done prior to building Final Inspection.	YES	NO	N/A
2.	Duct insulation R-Value if they are not installed in conditioned space. See FBC-R Energy sec. R403.2.1	YES	NO	N/A
3.	Dryer vents and bathroom exhausts.	YES	NO	N/A
4.	Equipment schedule including energy efficiency, supply cfm's, and power requirements.	YES	NO	N/A
5.	Show location of all equipment.	YES	NO	N/A
6.	Provide gfi as determined by NFPA 70 210-63.	YES	NO	N/A
7.	Show size of all tri-boxes, register outlets, and reducers. (not required for single family)	YES	NO	N/A
8.	Attic access shall be installed according to FBC-R Energy Conservation Section R402.4 Provide a note on the plans. (Must be insulated or weather stripped)	YES	NO	N/A
ELECTRICAL PLANS SHALL INCLUDE THE FOLLOWING:				
1.	Designer name and registration number shall be on all plans. Over 600 Amp's	YES	NO	N/A
2.	Provide riser diagram. Over 600 Amp's	YES	NO	N/A
3.	Indicate the panel size and location on the plans.	YES	NO	N/A
4.	Provide electrical layout plan showing location of receptacles, switches.	YES	NO	N/A
5.	Provide smoke / carbon detectors in accordance with FBC-R Section R314 & R315	YES	NO	N/A
6.	Provide AFCIs (arc-fault circuit interrupters in all dwelling unit per 2011 NEC Section 210.12.	YES	NO	N/A
7.	Provide Tamper-Resistant Receptacles see 2011 NEC Section 406.12	YES	No	N/A