



BUILDING INSPECTIONS DIVISION
DEVELOPMENT SERVICES BUREAU

RESIDENTIAL ALTERATION
PLANS REVIEW CHECK-LIST

ADDRESS: _____

Number Street City State Zip Code

- Completed Demolition and/or Building Permit Application, front and back
- Completed Plans Review Application
- 2 Sets of sealed drawings with proper wind-load certification.
(Anything 400 sq. ft. or greater) - With the following applicable attachments:
 - 2007 Florida Building Code (w/2009 Supplements) noted on plans*
 - Site plan – Drainage must be shown*
 - Florida Energy forms*
 - Truss layout drawing*
 - Specific Florida Product Approval Numbers –
Metal roofs require Manufacturer Installation Attachments.*
 - Termite Protection Statement*
 - Method of Protection of Openings*
 - SRIA approval Stamps, if building on Pensacola Beach*
 - Benchmark survey, except on X zone*
- Other _____

For Office Use Only

Date: ____ / ____ / 20__ Time: _____ : _____ am. pm

Verified by: _____