

LYNN HAVEN BUILDING DEPARTMENT

COMMERCIAL PLAN REVIEW SUBMITTAL FORM FOR COMMERCIAL STRUCTURES, ADDITIONS & RESIDENTIAL THREE OR MORE UNITS

AVOID PROCESSING DELAYS

Please provide all applicable items listed below

1. _____ THREE COMPLETE SETS OF PLANS, drawn to scale. Plans must be executed and sealed by engineer and contain the following:
 - A. ___ Site plan (all structures, water, dimensions, property lines, setbacks, adjacent areas)
 - B. ___ Dimensioned structural, foundation & footing plans
 - C. ___ Complete floor plan, indicating all bearing walls and detailing all window and door sizes
 - D. ___ Wall section (s), foundation through roof. Include panel nailing schedules
 - E. ___ Elevations and Accessibility features
 - F. ___ Detailed Electrical, plumbing and HVAC plans as appropriate
 - G. ___ Detailed Fire Alarm and Fire Protection plans if applicable
 - H. ___ Method of compliance with wind-load. Lynn Haven is located in 130 MPH wind zone.

WIND-LOAD DESIGN

Check One:

- _____ a) Architect's/Engineer's Design
_____ b) Other
_____ c) N/A

2. _____ Florida Energy Form (from Power Company or engineer)
3. _____ Complete, notarized Building Permit Application
4. _____ Certified copy of Notice of Commencement (improvements \$2,500 or greater)
5. _____ Property I.D.# _____, legal description, and copy of deed
6. _____ Septic Tank Permit or Utility Sewer Receipt
7. _____ Approval from appropriate Planning Department
8. _____ Receipt from water provider or potable well permit

APPLICANT'S SIGNATURE _____
PHONE # _____ CELL # _____

****THIS REVIEW FORM MUST BE COMPLETED AND SUBMITTED WITH
BUILDING PERMIT APPLICATION.**