

COLUMBIA COUNTY BUILDING DEPARTMENT

COMMERCIAL MINIMUM PLAN REQUIREMENTS AND CHECKLIST  
FOR FLORIDA BUILDING CODE 2004 WITH 2005 & 2006 Supplements

ALL REQUIREMENTS LISTED ARE SUBJECT TO CHANGE

**ALL BUILDING PLANS MUST INDICATE COMPLIANCE WITH THE CURRENT FLORIDA BUILDING CODES. ALL PLANS OR DRAWING SHALL PROVIDED CALCULATIONS AND DETAILS THAT HAVE THE SEAL AND SIGNATURE OF A CERTIFIED ARCHITECT OR ENGINEER REGISTERED IN THE STATE OF FLORIDA, OR ALTERNATE METHODOLOGIES, APPROVED BY THE STATE OF FLORIDA BUILDING COMMISSION.**

**FOR DESIGN PURPOSES THE FOLLOWING BASIC WIND SPEEDS ARE PER FBC FIGURE 1609 STATE OF FLORIDA WIND-BORNE DEBRIS REGION & BASIC WIND SPEED MAP**

WIND SPEED LINE SHALL BE DEFINED AS FOLLOWS: THE CENTERLINE OF INTERSTATE 75

1. ALL BUILDINGS CONSTRUCTED EAST OF SAID LINE SHALL BE ----- 100 MPH
2. ALL BUILDINGS CONSTRUCTED WEST OF SAID LINE SHALL BE ----- 110 MPH
3. NO AREA IN COLUMBIA COUNTY IS IN A WIND BORNE DEBRIS REGION

**GENERAL REQUIREMENTS:**

All drawings must be clear, concise and drawn to scale, details that are not used shall be marked void.

If the design professional is an architect or engineer legally registered under the laws of this state regulating the practice of architecture as provided for in Chapter 481, Florida Statutes, Part I, or engineering as provided for in Chapter 471, Florida Statutes, then he or she shall affix his or her official seal to said drawings, specifications and accompanying data, as required by Florida Statute.

- o **Two (2) complete sets of plans containing the following information:**

Building

1. Site requirements:
  - o Parking
  - o Fire access
  - o Vehicle loading
  - o Driving/turning radius
  - o Fire hydrant/water supply/post indicator valve (PIV)
  - o Set back/separation (assumed property lines)
  - o Location of specific tanks, water lines and sewer lines
  - o All exterior elevations views
  - o Total height of structure form established grade
2. Occupancy group use and special occupancy requirements.
3. Minimum type of permitted construction by code for occupancy use.
4. Fire-resistant construction requirements shall be shown, include the following components:
  - o Fire-resistant separations
  - o Fire-resistant protection for type of construction
  - o Protection of openings and penetrations of rated walls
  - o Fire blocking and draftstopping and calculated fire resistance
5. Fire suppression systems shall be shown include:
  - o Early warning smoke evacuation systems Schematic fire sprinklers
  - o Standpipes
  - o Pre-engineered systems
  - o Riser diagram

6. Life safety systems shall be shown include the following requirements:
  - Occupant load and egress capacities
  - Early warning
  - Smoke control
  - Stair pressurization
  - Systems schematic
  
7. Occupancy load/egress requirements shall be shown include:
  - Occupancy load
  - Gross
  - Net
  - Means of egress
  - Exit access
  - Exit
  - Exit discharge
  - Stairs construction/geometry and protection
  - Doors
  - Emergency lighting and exit signs
  - Specific occupancy requirements
  - Construction requirements
  - Horizontal exits/exit passageways
  
8. Structural requirements shall be shown include:
  - Soil conditions/analysis
  - Termite protection
  - Design loads
  - Wind requirements
  - Building envelope
  - Structural calculations (if required)
  - Foundation
  - Wall systems
  - Floor systems
  - Roof systems
  - Threshold inspection plan
  - Stair systems
  
9. Materials shall be shown include the following:
  - Wood
  - Steel
  - Aluminum
  - Concrete
  - Plastic
  - Glass
  - Masonry
  - Gypsum board and plaster
  - Insulating (mechanical)
  - Roofing
  - Insulation
  
10. Accessibility requirements shall be shown include the following:
  - Site requirements
  - Accessible route
  - Vertical accessibility
  - Toilet and bathing facilities
  - Drinking fountains
  - Equipment
  - Special occupancy requirements

- Fair housing requirements
11. Interior requirements shall include the following:
- Interior finishes (flame spread/smoke development)
  - Light and ventilation
  - Sanitation
12. Special systems:
- Elevators
  - Escalators
  - Lifts
13. Swimming pools:
- Barrier requirements
  - Spas
  - Wading pools
14. Electrical:
- Wiring
  - Services
  - Feeders and branch circuits
  - Overcurrent protection
  - Grounding
  - Wiring methods and materials
  - GFCIs
  - Equipment
  - Special occupancies
  - Emergency systems
  - Communication systems
  - Low voltage
  - Load calculations
15. Plumbing
- Minimum plumbing facilities
  - Fixture requirements
  - Water supply piping
  - Sanitary drainage
  - Water heaters
  - Vents
  - Roof drainage
  - Back flow prevention
  - Irrigation
  - Location of water supply line
  - Grease traps
  - Environmental requirements
  - Plumbing riser
16. Mechanical
- Energy calculations
  - Exhaust systems:
    - Clothes dryer exhaust
    - Kitchen equipment exhaust
    - Specialty exhaust systems
  - Equipment:
  - Equipment location:
    - Make-up air
    - Roof-mounted equipment
    - Duct systems

- Ventilation
- Combustion air
- Chimneys, fireplaces and vents
- Appliances
- Boilers
- Refrigeration
- Bathroom ventilation
- Laboratory

17. Gas

- Gas piping
- Venting
- Combustion air
- Chimneys and vents
- Appliances
- Type of gas
- Fireplaces
- LP tank location
- Riser diagram/shutoffs

- **Notice Of Commencement:**

A Recorded (in the Columbia County Clerk Office) **Notice Of Commencement** is required to be filed with the building department **Before Any Inspections Will Be Done**

- **Disclosure Statement for Owner Builders**
- **Private Potable Water:**
  - Size of pump motor
  - Size of pressure tank
  - Cycle stop valve if used

**THE FOLLOWING ITEMS MUST BE SUBMITTED WITH BUILDING PLANS:**

- **1. Building Permit Application:** A current Building Permit Application form is to be completed and submitted for all construction projects.
- **2. Parcel Number:** The parcel number (Tax ID number) from the Property Appraiser is required.  
A copy of property deed is also requested. (386) 758-1084
- **3. Environmental Health Permit or Sewer Tap Approval:** A copy of the Environmental Health permit, existing septic tank approval or sewer tap is required (386)758-1058
- **4. City Approval:** If the project is located within the city limits of the Town of Fort White prior approval is required. The Town of Fort White approval letter is required to be submitted by the owner or contractor to this office when applying for a Building Permit.

- **5.Flood Information:** All projects within the Floodway of the Suwannee or Santa Fe Rivers shall require permitting through the Suwannee River Water Management District, before submitting application to this office. Any project located within a flood zone where the base flood elevation (100 year flood) **has been** established shall meet the requirements of section 8.8 of the Columbia County Land Development Regulations. Any project that is located within a flood zone where the base flood elevation (100 year flood) **has not been** established shall meet the requirements of section 8.7 of the Columbia County Land Development Regulations. **CERTIFIED FINISHED FLOOR ELEVATIONS WILL BE REQUIRED ON ANY PROJECT WHERE THE BASE FLOOD ELEVATION (100 YEAR FLOOD) HAS BEEN ESTABLISHED.**  
A development permit will also be required. **The development permit cost is \$10.00**
- **6.Driveway Connection:** If the property does not have an existing access to a public road, then an application for a culvert permit must be made (**\$5.00**). Culvert installation for commercial, industrial and other uses shall **conform to the approved site plan or to the specifications of a registered engineer. Joint use culverts will comply with Florida Department of Transportation specifications.** If the project is to be located on a F.D.O.T. maintained road, then an F.D.O.T. access permit is required.
- **7.Suwannee River Water Management District Approval:** All commercial projects must have an SRWMD permit issued or an exemption letter, before a building will be issued.

**ALL REQUIRED INFORMATION IS TO BE SUBMITTED FOR REVIEW. NOIFICATION WILL BE GIVEN WHEN THE APPLICATION AND PLANS ARE APPROVED AND READY TO PERMIT.**