COLUMBIA COUNTY BUILDING DEPARTMENT

RESIDENTIAL CHECKLIST

MINIMUM PLAN REQUIREMENTS:

FLORIDA BUILDING CODE RESIDENTIAL 2023 and NATIONAL ELECTRIC CODE 2020

ALL REQUIREMENTS ARE SUBJECT TO CHANGE

ALL BUILDING PLANS MUST INDICATE COMPLIANCE WITH THE CURRENT FLORIDA BUILDING CODES RESIDENTIAL AND NATIONAL ELECTRICAL CODE. ALL PLANS OR DRAWINGS SHALL PROVIDE 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 COMMISION FOR ONE-AND-TWO FAMILY DWELLINGS, FBC 1609.1 THRU 1609.6.

FOR DESIGN PURPOSES, THE FOLLOWING BASIC WIND SPEEDS ARE PER FLORIDA BUILDING CODE FIGURE 1609.3(1) THROUGH 1609.3(4) ULTIMATE DESIGN WIND SPEEDS FOR RISK CATEGORY AND BUILDINGS AND OTHER STRUCTURES.

APPLICANT - PLEASE CHECK ALL BOXES BEFORE SUBMITTAL							
GENERAL REQUIREMENTS							
Job Site Address:	2009 SW Wilson Springs Rd Fort White FL 32038				YES	NO	N/A
Two (2) complete sets of plans containing the following:							
1	All drawings must be clear, concise, drawn to scale, details that are not used shall be marked void				x		
2	**Conditioned Space (Sq Ft.):**	1650	**Total (Sq Ft.) Under Roof:**	6537			
Designers name and signature shall be on all documents and a licensed architect or engineer, signature and official embossed seal shall be affixed to the plans and documents as per the FLORIDA BUILDING CODES BUILDING 107.1.							
SITE PLAN							
3	Dimensions of lot or parcel of land				X		
4	Dimensions of all building setbacks				X		
5	Location of all other structures (include square footage of structures) on parcel, existing or proposed well and septic and all utility easements				**X**		
6	Provide a full legal description of property				X		
WIND-LOAD ENGINEERING SUMMARY, CALCULATIONS, AND ANY DETAILS REQUIRED							
Plans or specifications must show compliance with FBCR Chapter 3							
7	Basic wind speed (3-second gust), miles per hour				x		
8	Wind exposure-- if more than one wind exposure is used, the wind exposure and applicable wind direction shall be indicated				x		
9	Wind importance factor and nature of occupancy				x		
10	The applicable internal pressure coefficient, Components and Cladding				x		
11	The design wind pressure in terms of psf (kN/m). to be used for the design of exterior component, cladding materials not specifically designed by the registered design professional				x		
ELEVATIONS DRAWING							
12	All side views of the structure				x		
13	Roof Pitch				X		
14	Overhang dimensions and detail with attic ventilation				X		
15	Location, size and height above roof of chimneys				X		
16	Location and size of skylights with Florida Product Approval				X		
17	Number of stories				X		
18	Building height from the established grade to the roofs highest peak				X		
19	Dimensioned area plan showing rooms, attached garages, breeze ways, covered porches, deck, balconies				X		

	FLOOR PLAN	YES	NO	N/A
20	Raised floor surfaces located more than 30 inches above the floor or grade	X		
21	All exterior and interior shear walls indicated	X		
22	Shear wall opening shown (Windows, Doors, and Garage doors)	X		
23	Show compliance with Section FBCR 310: Emergency escape and rescue opening shown in each bedroom (net clear opening shown) Show Compliance with Section FBCR 312.2.1 where the opening of an operable window is located 72 inches above the finished grade or surface below, the lowest part of the clear opening of the window shall be a minimum of 24 inches above the finished floor of the room in which the window is located. Glazing between the floor and 24 inches shall be fixed or have openings through which a 4-inch diameter sphere cannot pass.	X		
24	Safety glazing of glass where needed	X		
25	Fireplace types (gas appliance, vented or non-vented) or wood burning with Hearth (See Chapter 10 and Chapter 24 of FBCR)		X	
26	Show stairs with dimensions (width, tread and riser and total run) details of guardrails, handrails		X	
27	Identify accessibility of bathroom	X		
	All materials placed within opening or onto/into exterior walls, soffits, or roofs shall have Florida Product Approval Number and mfg. installation information submitted with the plans (See Florida Product Approval Form)			
	FBCR403: FOUNDATION PLANS			
28	Location of all load-bearing wall footings indicated as standard, monolithic, dimensions, size and type of reinforcing.	X		
29	All posts and/or column footing including size and reinforcing	X		
30	Any special support required by soil analysis such as piling	X		
31	Assumed load-bearing valve of soil _____ Pound Per Square Foot	X		
32	Location of horizontal and vertical steel, for foundation or walls (include # size and type) For structures with foundation which establish new electrical utility companies service connection, a Concrete Encased Electrode will be required within the foundation to serve as a grounding electrode system. Per the National Electrical Code article 250.52.3	X		
	FBCR506: CONCRETE SLAB ON GRADE			
33	Show Vapor retarder (6 mil. Polyethylene with joints overlaid 6 inches and sealed)	X		
34	Show control joints, synthetic fiber reinforcement or welded fire fabric reinforcement and supports	X		
	FBCR318: PROTECTION AGAINST TERMITES			
35	Indicate on the foundation plan if soil treatment is used for subterranean termite prevention or submit other approved termite protection methods. Protection shall be provided by registered termiticides.	X		
	FBCR606: MASONRY WALLS AND STEM WALLS (LOAD BEARING & SHEAR WALLS)			
36	Show all materials making up walls, wall height, block size, and mortar type		x	
37	Show all lintel sizes, type, spans, and tie-beams sizes and spacing of reinforcement		X	
	Metal frame shear wall and roof systems shall be designed, signed, and sealed by Florida Professional Engineer or Architect			
	FLOOR FRAMING SYSTEM: FIRST AND/OR SECOND STORY			
38	Floor truss package shall include layout and details, signed and sealed by Florida Registered Professional Engineer		X	
39	Show conventional floor joist type, size, span, spacing and attachment to load bearing walls, stem walls, and/or piers		X	
40	Girder type, size and spacing to load bearing walls, stem wall and/or piers	X		
41	Attachment of joist to girder		X	
42	Wind load requirements where applicable	X		
43	Show required under-floor crawl space		X	

	FLOOR FRAMING SYSTEM: FIRST AND/OR SECOND STORY (CONT'D)	YES	NO	N/A
44	Show required amount of ventilation opening for under-floor spaces		X	
45	Show required covering of ventilation opening	X		
46	Show the required access opening to access to under-floor spaces		X	
47	Show the sub-floor structural panel sheathing type, thickness and fastener schedule on the edges & intermediate of the areas structural panel sheathing.		X	
48	Show Draftstopping, Fire caulking and Fire blocking	X		
49	Show fireproofing requirements for garages attached to living spaces, per FBCR section 302.6	X		
50	Provide live and dead load rating of floor framind systems (psf.)		X	
	FBCR CHAPTER 6 WOOD WALL FRAMING CONSTRUCTION			
51	Stud type, grade, size, wall height and oc spacing for all load bearing or shear walls	X		
52	Fastener schedule for structural members per table FBC 2304.10.1 are to be shown	X		
53	Show wood structural panel's sheathing attachment to studs, joist, trusses, rafters and structural members, showing fastener schedule attachment on the edges & intermediate of the areas structural panel sheathing	X		
54	Show all required connectors with a max uplift rating and required number of connectors and oc spacing for continuous connection of structural walls to foundation and roof trusses or rafter systems.	X		
55	Show sizes, type, span lengths and required number of support jack studs, king studs for shear wall opening and girder or header per FBC 2304.3	X		
56	Indicate where pressure treated wood will be placed	X		
57	Show all wall structural panel sheathing, grade, thickness and show fastener schedule for structural panel sheathing edges & intermediate areas	X		
58	A detail showing gable truss bracing, wall balloon framing details and/or wall hinge bracing detail	X		
	FBC ROOF SYSTEMS			
59	Truss design drawing shall meet section FBC 2303.1 Wood Trusses	X		
60	Include a layout and truss details, signed and sealed by Florida Professional Engineer	X		
61	Show types of connector's assemblies' and resistance uplift rating for all trusses and rafters	X		
62	Show gable ends with rake beams showing reinforcement or gable truss and wall bracing details	X		
63	Provide dead load rating of trusses	X		
	FBC 2304.4: CONVENTIONAL ROOF FRAMING LAYOUT			
64	Rafter and ridge beams sizes, span, species and spacing	X		
65	Connectors to wall assemblies include assemblies resistance to uplift rating	X		
66	Valley framing and support details	X		
67	Attachment of joist to girder	X		
	FBC 2304.8: ROOF SHEATHING			
68	Include all materials which will make up the roof decking	X		
69	Show fastener size and schedule for structural panel sheathing on the edges & intermediate areas	X		
	ROOF ASSEMBLIES FRC CHAPTER 9			
70	Include all materials which will make up the roof assemblies covering	X		

		YES	NO	N/A
	ROOF ASSEMBLIES FRC CHAPTER 9 (CONT'D)			
71	Submit Florida Product Approval numbers for each component of the roof assemblies covering	x		
	FBC ENERGY CHAPTER 4			
	Residential construction shall comply with this code by using the following compliance methods in the FBC Chapter 4, Residential buildings compliance methods. **Two of the required forms are to be submitted**, *N1100.1.1.1 As an alternative to the computerized Compliance Method A, the Alternate Residential Point System Method hand calculation, Alternate Form 600A may be used. All requirements specific to this calculation are located in Sub appendix C to Appendix G. Buildings complying by this alternative shall meet all mandatory requirements of this chapter. Computerized versions of the Alternate Residential Point System Method shall not be acceptable for code compliance.*			
72	Show the insulation R value for the following areas of the structure	x		
73	Attic space	X		
74	Exterior wall cavity	X		
75	Crawl space	X		
	HVAC INFORMATION			
76	Submit two copies of a Manual J sizing equipment or equivalent computation study	X		
77	Exhaust fans shown in bathrooms **Mechanical exhaust capacity of 50 cfm intermittent or 20 cfm continuous required**	X		
78	Show clothes dryer route and total run of exhaust duct	X		
	PLUMBING FIXTURE LAYOUT			
79	All fixtures waste water lines shall be shown on the foundation plan	X		
80	Show the location of the hot water heater	X		
	PRIVATE POTABLE WATER			
81	Pump motor horse power	X		
82	Reservoir pressure tank gallon capacity	X		
83	Rating of cycle stop valve if used	X		
	ELECTRICAL LAYOUT			
84	Show switches, receptacle outlets, lighting fixtures and ceiling fans	X		
85	Show all 120-volt, single phase, 15- and 20-amperage branch circuits outlets required to be protected by **Ground-Fault Circuit Interrupter (GFCI) Article 210.8 A**	X		
86	Show the location of smoke detectors & carbon monoxide detectors	X		
87	Show service panel, sub-panel, location(s) and total amperage ratings	X		
88	On the electrical plans, identify the electrical service overcurrent protection device for the main electrical service. This device shall be installed on the exterior of structures to serve as a disconnecting means for the utility company electrical service. Conductors used from the exterior disconnecting means to a panel or sub panel shall have four wire conductors, of which one conductor shall be used as an equipment ground. Indicate if the utility company service entrance cable will be of the overhead or underground type. **For structures with foundation** which establish new electrical utility companies service connection a Concrete Encased Electrode will be required within the foundation to serve as a Grounding electrode system. Per the National Electrical Code article 250.52.3	X		
89	Appliances and HVAC equipment and disconnects	X		
90	Show all 120-volt, single phase, 15- and 20-amperage branch circuits supplying outlets installed in dwelling unit family rooms, dining rooms, living rooms, parlors, libraries, dens, bedrooms, sunrooms, recreation rooms, closets, hallways, or similar rooms or areas shall be protected by a listed **Combination are-fault circuit interrupter**, Protection device.		X	

NOTICE OF COMMENCEMENT: A notice of commencement for RECORDED in the Columbia County Clerks Office is required to be filed with the Building Department BEFORE ANY INSPECTIONS will be granted.

**Items 93, 94, & 96 are required AFTER approval from the ZONING DEPARTMENT				
		YES	NO	N/A
91	**Building Permit Application-** A current Building Permit Application is to be completed by following the checklist. All supporting documents must be submitted.	X		
92	**Parcel Number-** The parcel number (Tax ID number) from the Property Appraisers Office is required. Call 386.758.1083 A copy of the deed is also required. Visit https://search.ccpafl.com/ to obtain a copy.	X		
93	**Environmental Health Permit-** A copy of the approved and signed site plan permit from Columbia County Environmental Health Department. Call 386.758.1058	X		
94	**City of Lake City-** A City Water and/or Sewer Letter. Call 386.752.2031		X	
95	**Toilet facilities shall be provided for all construction sites**	X		
96	**Town of Fort White-** If the parcel is within the Corporate city limits of Town of Fort White, an approval land use development letter issued by the Town of Fort White is required to be submitted with the application for a building permit. Call 386.497.2321		X	
97	**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 an 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 8.5.2 of the Columbia County Land Development Regulations. Any project located within a flood zone where the base flood elevation has not been established (Zone A) shall meet the requirements of Section 8.5.3 of the Columbia County Land Development Regulation (municode.com)		X	
98	**Certified Finished Floor Elevations** will be required on any project where the approved FIRM Flood Maps show the property is in an AE, Floodway, or AH flood zone. Additionally, One Foot Rise letters are required for AE and AH zones. In the Floodway Flood zones a Zero Rise letter is required.	X		
99	A Flood Development Permit is also required for AE, Floodway, & AH. Development cost is $50.00 per		X	
100	**Right-of-Way Connection-** A Right-of-Way application must be applied for with all new structures. If drive is confirmed to be existing, a fee may not be applied. If it is determined a connection is necessary, the fee is $150.00. **If the project is to be located on an F.D.O.T. maintained road, then an F.D.O.T. access permit is required.**	X		
101	**911 Address-** An application for a 911 address must be applied for and received through the GIS department online. Please visit https://www.columbiacountyfla.com/PermitSearch/AddressingApplication.aspx	X		

Ordinance Sec. 90-75 – Construction Debris

It is unlawful to dispose of solid waste, including construction or demolition debris, except at authorized disposal sites or the county's waste facilities. Temporary storage of construction or demolition debris on-site for up to seven days is allowed, pending lawful disposal. However, debris must be removed before a certificate of occupancy is issued. The burning of construction debris or vegetative trash is allowed if done in compliance with legal permits and regulations. Disposal of solid waste, special waste, or debris in public streets, right-of-ways, or other public areas is prohibited, and no burial of vegetative trash is allowed on public property under 10 acres.

Owner-Builder Disclosure Statement

If you, as the applicant, will be acting as your own contractor or owner/builder under Section 489.103(7) of the Florida Statutes, you must submit a notarized Owner-Builder Disclosure Statement.

The required form can be printed from the Columbia County Building and Zoning page under "Documents."

Website: http://www.columbiacountyfla.com/BuildingandZoning.asp

Section 105 of the Florida Building Code defines the:

Section 105.3.2 - Time limitation of application

Pursuant to Chapter 1, Section 101.2 of the Florida Building Code: An application for a permit shall be abandoned 180 days after its filing unless the application is pursued in good faith or a permit has been issued. The building official may grant extensions of up to 90 days each, upon written request with justifiable cause.

Section 105.3.4 - Single-Family Residential Dwelling Permit Issuance

A building permit for a single-family residential dwelling must be issued within 30 working days of application, unless unusual circumstances requie additional processing time or the application does not comply with the Florida Building Code or relevant local laws and ordinances.

Section 105.4.1 - Permit Intent

Pursuant to Chapter 1, Section 101.2 of the Florida Building Code: A permit issued is not an authorization to violate, altar, or bypass any provisions of the technical codes. It does not prevent the building official from requiring corrections to plans, construction, or code violations. A permit becomes invalid unless work is commenced within six months after issuance, or if work is suspended or abandoned for six month after commencement.

Section 105.4.1.1 - Permit Revocation and Reissuance

If work has commenced and the permit is revoked, becomes null and void, or expires due to lack of progress or abandonment, a new permit must be obtained before proceeding.

Section 105.4.1.2 - Permit Expiration

If a new permit is not obtained within 180 days after the original permit becomes null and void, the building official may require the removal of any work commenced or completed. Alternatively, a new permit may be issued if the existing work complies with applicable regulations at the time of permit expiration and those effective between expiration and reissuance.

Section 105.4.1.3 - Active Progress

Work is considered active when an approved inspection occurs within 180 days. This requirement does not apply if work is halted due to civil commotion, strike, judicial injunction, or similar processes.

Section 105.4.1.4 - Renewal/Extension Fees

The fee for permit renewal, reissuance, or extension shall be set by the administrative authority.

Building Permit Notification

Once your application is approved, you will receive an email from the Columbia County Building & Zoning Department informing you that your building permit is ready to be issued upon payment.