



## Columbia County

### BUILDING DEPARTMENT

**MINIMUM PLAN REQUIREMENTS AND CHECKLIST FOR THE  
FLORIDA BUILDING CODE, FLORIDA PLUMBING CODE, FLORIDA MECHANICAL  
CODE, FLORIDA FUEL AND GAS CODE 2007 EFFECTIVE 1 MARCH 2009 & 2009  
SUPPLEMENTS EFFECTIVE 1 MARCH 2009 with Supplements and Revision OF THE  
NATIONAL ELECTRICAL 2008**

ALL REQUIREMENTS ARE SUBJECT TO CHANGE

#### COMMERCIAL MINIMUM PLAN REQUIREMENTS AND CHECKLIST

**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

ALL BUILDINGS CONSTRUCTED EAST OF SAID LINE SHALL BE ----- 100 MPH

ALL BUILDINGS CONSTRUCTED WEST OF SAID LINE SHALL BE ----- 110 MPH

NO AREA IN COLUMBIA COUNTY IS IN A WIND BORNE DEBRIS REGION

GENERAL REQUIREMENTS:		Items to Include- Each Box shall be Circled as Applicable		
1	All drawings must be clear, concise and drawn to scale, details that are not used shall be marked void.	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A
2	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.	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A
3	The design professional signature shall be affixed to the plans	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A
4	Two (2) complete sets of plans with the architecture or engineer signature and the date the affix embossed official seal was placed on the plans	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A

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6-26-09

Items to Include-Each Box shall be Circled as Applicable			
Electrical			
84	Wiring	Yes	No <del>N/A</del>
85	Services <b>For</b> structures with foundation which establish new electrical utility companies service connection a Concrete Encased Electrode will be required within the foundation to serve as an grounding electrode system. Per the National Electrical Code article 250.52.3	<u>Yes</u>	No <del>N/A</del>
86	Feeders and branch circuits	Yes	No <del>N/A</del>
87	Overcurrent protection	Yes	No <del>N/A</del>
88	Grounding	<u>Yes</u>	No <del>N/A</del>
89	Wiring methods and materials	Yes	No <del>N/A</del>
90	GFCIs	Yes	No <del>N/A</del>
91	Equipment	Yes	No <del>N/A</del>
92	Special occupancies	Yes	No <del>N/A</del>
93	Emergency systems	Yes	No <del>N/A</del>
94	Communication systems	Yes	No <del>N/A</del>
95	Low voltage	Yes	No <del>N/A</del>
96	Load calculations	Yes	No <del>N/A</del>
Plumbing			
97	Minimum plumbing facilities	<u>Yes</u>	No <del>N/A</del>
98	Fixture requirements	Yes	No <del>N/A</del>
99	Water supply piping	Yes	No <del>N/A</del>
100	Sanitary drainage	Yes	No <del>N/A</del>
101	Water heaters	Yes	No <del>N/A</del>
102	Vents	Yes	No <del>N/A</del>
103	Roof drainage	Yes	No <del>N/A</del>
104	Back flow prevention	Yes	No <del>N/A</del>
105	Irrigation	Yes	No <del>N/A</del>
106	Location of water supply line	Yes	No <del>N/A</del>
107	Grease traps	Yes	No <del>N/A</del>
108	Environmental requirements	<u>Yes</u>	No <del>N/A</del>
109	Plumbing riser	Yes	No <del>N/A</del>
Mechanical			
110	Energy calculations	Yes	No <del>N/A</del>
111	<b>Review required by the Columbia County Fire Department Items 111<sup>th</sup> 114</b> Exhaust systems	Yes	No <del>N/A</del>
112	Clothes dryer exhaust	Yes	No <del>N/A</del>
113	Kitchen equipment exhaust	Yes	No <del>N/A</del>
114	Specialty exhaust systems	Yes	No <del>N/A</del>
Equipment location			
115	Make-up air	Yes	No <del>N/A</del>
116	Roof-mounted equipment	Yes	No <del>N/A</del>
117	Duct systems	Yes	No <del>N/A</del>
118	Ventilation	Yes	No <del>N/A</del>
119	Laboratory	Yes	No <del>N/A</del>
120	Combustion air	Yes	No <del>N/A</del>
121	Chimneys, fireplaces and vents	Yes	No <del>N/A</del>
122	Appliances	Yes	No <del>N/A</del>
123	Boilers	Yes	No <del>N/A</del>
124	Refrigeration	Yes	No <del>N/A</del>
125	Bathroom ventilation	Yes	No <del>N/A</del>

**Items to Include-Each Box shall be Circled as Applicable**

<b>Gas</b>			
126	Review required by the Columbia County Fire Department Items 126 <sup>th</sup> 134	Yes	No
	Gas piping		N/A
127	Venting	Yes	No
128	Combustion air	Yes	No
129	Chimneys and vents	Yes	No
130	Appliances	Yes	No
131	Type of gas	Yes	No
132	Fireplaces	Yes	No
133	LP tank location	Yes	No
134	Riser diagram/shutoffs	Yes	No
<b>Notice of Commencement</b>			
135	A recorded (in the Columbia County Clerk Office) notice of commencement is required to be on file with the building department . <i>Before Any Inspections Will Be Done</i>	Yes	No
	<b>Disclosure Statement for Owner Builders</b>	Yes	No
		Yes	No

<b>Private Potable Water</b>			
136	Horse power of pump motor	Yes	No
137	Capacity of pressure tank	Yes	No
138	Cycle stop valve if used	Yes	No

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

139	<b>Building Permit Application</b>	A current Building Permit Application form is to be completed and submitted for all construction projects.	Yes	No	N/A
140	<b>Parcel Number</b>	The parcel number (Tax ID number) from the Property Appraiser is required. A copy of property deed is also requested. (386) 758-1084	Yes	No	N/A
141	<b>Environmental Health Permit or Sewer Tap Approval</b>	A copy of an approved Environmental Health (386) 758-1058 waste water disposal permit or an approved City of Lake City(386) 752-2031 sewer tap is required before a building permit can be issued. <b>Toilet facilities shall be provided for construction workers</b>	Yes	No	N/A
142	<b>Driveway Connection</b>	If the property does not have an existing access to a public road, then an application for a culvert permit must be made (\$25.00). Culvert installation for commercial, industrial and other uses shall conform to the approved site plan or to the specifications of a registered engineer. Use or joint use of driveways will comply with Florida Department of Transportation specifications. 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.	Yes	No	N/A
143	<b>Suwannee River Water Management District Approval</b>	All commercial projects must have an SRWMD permit issued or an exemption letter, before a building permit will be issued.	Yes	No	N/A