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# CITY OF WEST PARK

## PERMIT REQUIREMENTS FOR AN ALTERATION

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Permitting for West Park is done in two steps. First is City zoning approval, then submittal to City of West Park's Building Code Services for review, approval, and issuance of your Building Permit.

### **Zoning and Structural Requirements for a Alteration**

- Health Dept. Approval required for commercial and residential with new bathrooms on septic prior to submittal.
- EPD Approval for Commercial
- City of West Park Permit Application (signed and notarized by the owner and contractor)
- Two original property surveys (sealed surveys)
- Two sets of signed and sealed construction plans (must include site plans)
  - o Signed Energy calculations
  - o Product approvals for all doors, windows, shutters are required signed and approved by the designer.
  - o Complete engineer's calculations for the structure (from the foundation through the roof component connections.
  - o Truss Engineering (may be submitted for review as a separate review)
- **Zoning fee is \$150.00.**
- **Additional fees will apply**
- **Please make payment in the form of check, credit card, or money order, payable to City of West Park.**