



CITY OF WEST PARK
RESIDENTIAL ADDITION PERMIT CHECKLIST

Required Permit Applications:

- [Building Permit](#)
- [Electrical Permit](#)
- [Mechanical Permit](#)
- [Plumbing](#)

Permit Review Stops:

- Structural
- Electrical
- Mechanical
- Plumbing
- Engineering
- Landscaping
- Zoning
- Flood

Minimum Plan Submittal

- Two (2) sets of current surveys
- Two (2) complete sets of plans indicating the following detail:
 - a. Occupancy Group
 - b. Type of construction
 - c. Method of compliance
 - d. Interior finishes
 - e. Roof framing plan – include the required bracing
 - f. Flood zone – BFE & DFE
 - g. Materials to be used – wood, concrete, plastic glass ETXX
 - h. Foundation, column, beam schedules
 - i. Window and door schedule – include design wind loads
- Soil conditions (Geotec Report) or a soil statement
- Energy calculations – reviewed by D.O.R.
- Structural calculations – signed and sealed
- Window & door product approvals – reviewed/approved by D.O.R.
- Refer to FBC 107.3.5 for minimum plan review criteria
- [Special inspector form](#)
- [Special inspector plan](#)

***Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.**