



Addition - Commercial Permit Guidelines

*Architectural/Engineered sealed plans required

ADDITIONS ARE NEW CONSTRUCTION AND WILL HAVE IMPACT FEES APPLIED

*****must submit site plan permit prior to building permit submittal*****

HOOD AND WALK IN COOLER ARE SEPARATE PERMITS; NOT TO BE INCLUDED IN ADDITION PLANS

CGC or CBC may apply for permit.

- Addition/Remodel application.
- Four (4) sets of plans outlining scope of work.
- Four (4) copies site plan and/or surveys.
 - If parcel on septic need Health Dept Approval letter or stamped site plan.
- Four (4) copies of any additional documents, i.e. window/door NOA, e-calcs, etc..
- Burrowing Owl/Gopher Tortoise Affidavit
- Elevation certificate if located in flood zone (excluding X and 2PACFH).
- FEMA packet if located in flood zone AND elevation certificate is lower than base
- NOC if value is \$2500 or greater.

Description:

- Business name, condo name, unit #, scope of work (can put scope of work in extended notes area)

Route to: OFFICE USE ONLY (Based on Scope of Work shown on plans)

Building	Plumbing	Species if Owl, Eagle or Gopher Tortoise
Zoning	Mechanical	
Electric	Fire	Planning (if in CORR, PIRD, or any CRA district).

Processing: OFFICE USE ONLY

- Type: Addition w/sewer or septic
- Subtype: Commercial

Inspections:

- Will vary depending on scope of work

Fees:

- Addition/Remodel Com (use permit calculator)
- Fire \$7.85/\$1000 or \$40.00 minimum
- SDR \$varies
- Surcharge YES

Expiration:

- Six (6) months. Must have approved inspection every 180 days to stay active. Permit automatically extends six (6) months from each approved inspection.

*****Building permit cannot be issued until site plan permit is issued*****