



## Permit Guidelines for a Screened Enclosure

The following process is required in order to make your complete and successful:

1. Submittal Forms (Contractor)
  - a. Enclosure/Fence Application
  - b. Notice of commencement (project value: \$2,500.00 or more)
2. Submittal Forms (Owner/Builder)
  - a. Enclosure/Fence Application
  - b. Owner/Builder Affidavit
  - c. Notice of Commencement (project value: \$2,500.00 or more)
3. Submittal Form (if with a pool under construction):
  - a. Enclosure/Fence Application
4. Information Required (2 copies of each):
  - a. Description of Screened Enclosure:
    - i. Site Plan:
      - 1) Locate screened enclosure
      - 2) Identify dimensions from property lines
    - ii. Plan Elevations:
      - 1) Show plan view and side elevations as required
      - 2) Identify all primary and secondary framing members including beams, edge and carrier beams, posts, columns, top rail, purlines and chair rails.
      - 3) Indicate all dimensions
    - iii. Engineered Design/Shop/Installation Drawings:
      - 1) AL Engineering, Inc.
      - 2) Cameron Ashley
      - 3) Lawrence E. Bennett, P.E.
      - 4) Suncoast Structural Engineering, Inc.
    - iv. Authorization Letter from engineer giving permission for use of screen engineering (at least 1 raised seal)

Note: Highlight in "yellow" all site-specific information including sections, details and schedules.

5. Design Worksheet
6. Plans and Material Affidavit