



BUILDING DEPARTMENT

190 Malabar Road, S.E. • Suite 105 • Palm Bay, FL 32908

Phone: (321) 953-8924 • Fax: (321) 953-8925

MASTER PLAN SUBMITTAL CHECKLIST

- (1) One Digitally signed, Engineering letter giving authorization to use the specific submitted plan for use
- (1) One copy of each engineering drawings for left and right garage swing including:
 - 1 copy of attic ventilation calculations
 - 1 copy of vent locations
 - 1 copy of electrical load calculations
 - 1 copy of electrical load panel diagram
 - 1 copy of electrical riser diagram
 - 1 copy of the lintel schedule
 - 1 copy of the lintel locations
 - 1 copy of the flashing detail
 - 1 copy of the plumbing riser diagram
- (1) One set digitally Engineered stamped truss packages.
- (1) One copy of all product approvals to be used, highlighted with the method of install, including the NOA covers sheets.
- (1) One copy of a Termite Treatment letter stating which method of treatment will be used for the specific model(s).
- (1) One copy of Energy Calculations based on worst case scenario.
- Cover letter including contact information with name, number and valid email.
- \$300.00 Master plan fee is to be included with each model & garage swing (For example, Model Fallon with left and right swing will be a \$600.00 check in total).

Please consider adding well pump to electrical load calculations, electrical panel and pump location, for future master plan use.

MASTER PLAN SUBMITTAL

Once approved

Building permit Application

Water and Sewer availability from our Utilities Department

Approved Septic Permit if applicable

Approved Driveway Permit

1 Digitally signed survey showing proposed house location

1 Copy of landscape plan drawn on survey

1 Copy of irrigation plan drawn on survey along with the hold harmless, if applicable

1 Copy of the floor plan

Deed

\$450.00 check for plan review

Current Contractor information and yearly subcontractor authorizations need to be kept up to date in our system.