



BUILDING DEPARTMENT

190 Malabar Road SW • Suite 105 • Palm Bay, Florida 32907 • 321-953-8924

ELECTRONIC DOCUMENT SUBMITTAL GUIDELINES

Please submit all electronic construction documents in the following format:

- All files to be (.PDF)
- All documents to be submitted in a separate file; one PDF for each category below.
 - NOA / Product approvals
 - Mechanical / Electrical / Plumbing
 - Building: Structural / Architectural
 - Fire
- For all commercial projects please fill out the items below:

Occupancy type: _____

Construction type: _____

Sprinklered: Yes No

Square feet of Project: _____

Code Year: _____

Flood Zone: _____

Elevators: Yes No

Anchorage of New Construction: _____

NEW CONSTRUCTION PROJECT REQUIREMENTS

1. FPL Fault Current Letter
2. Geo Tech Report
3. Land Development Approval
4. Utility Agreement
5. Public Works Approval
6. Environmental Health (if applicable)
7. Threshold Inspection Resume (if applicable)
8. Welders Certification (if applicable)
9. Private Provider Package (if applicable)

Once completed, please submit this form to: buildingpermits@palmbayflorida.org