



BUILDING DIVISION
1900 2ND AVENUE NORTH
LAKE WORTH BEACH, FL 33460
561-586-1647

1 AND 2 FAMILY DWELLING CHECKLIST

NOTE: THIS CHECKLIST MUST BE COMPLETED AND SUBMITTED ALONG WITH THE PERMIT APPLICATION

REQUIRED ITEMS:

☐ 1. Completed permit application form including all signatures and completion of the owner/builder affidavit if applicable.

One (1) Complete Set of the following items

☐ 2. DRAWING PACKAGE at minimum 1/8 inch scale to include the following drawings-

- a) Site Plan showing location of proposed structure, setbacks, existing parking
- b) All Exterior elevations
- c) Foundation Plan showing footer sizes, slab details
- d) Existing Floor Plan showing areas being remodeled or added
- d) New Floor Plan including a door /window schedule, wind pressures
- f) Roof Framing/Truss plan
- g) Wall Sections showing structural connection details (i.e. hurricane strapping)
- h) Electrical Plan with device/lighting layout, service calculation, riser diagram, utility

locations

- j) Plumbing Plan showing fixture locations and plumbing isometric

☐ 3. Recent Survey showing all boundaries and easements associated with the property.

☐ 4. Product Approvals for all doors/windows/garage doors/hurricane shutters

☐ 5. Energy Calculations per FBC requirements

PLAN DESIGN AND SUBMISSION NOTES

1. ALL CONSTRUCTION IN DESIGNATED HISTORIC DISTRICTS ARE SUBJECT TO HISTORIC PRESERVATION REVIEW.

2. ALL CONSTRUCTION IN DESIGNATED FLOOD ZONES MUST HAVE A FEMA FLOOD ELEVATION CERTIFICATE ON FILE PRIOR TO FINAL INSPECTION.

3. ALL SUBMITTED PLANS MUST BE IN CONFORMANCE WITH ANY CONDITIONS OR VARIANCES APPROVED BY THE PLANNING AND ZONING BOARD.

4. A RECORDED NOTICE OF COMMENCEMENT IS REQUIRED ON SITE BEFORE FIRST INSPECTION.

SIGNATURE OF APPLICANT: _____ DATE: _____

Revised 7-6-2023