CITY OF DELTONA

BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

2345 Providence Blvd
Deltona, Fl 32725
Telephone (386) 878-8650 Fax (386) 878-8651

OFFICE HOURS

Monday - Friday 8:00am-5:00pm
Closed the 3rd Friday of each month at 3:30

RESIDENTIAL PERMIT APPLICATION/PLAN SUBMITTAL CHECK LIST

FBC 5th Edition 2014 – NEC 2011

CONTRACTOR: _____ **PROPERTY LOCATION:** _____

ITEMS SUBMITTED:

Y ☐ N ☐ One completed and signed Building Permit Application and subcontractor applications for each trade

Y ☐ N ☐ Submittal Fee and Plan Review Fee (See Fee Schedule)

Y ☐ N ☐ One set of plans (signed and sealed) All construction drawings must be designed by a Florida Registered Architect or Engineer or Certified Residential designer to meet the requirements of Florida Building Code 5th Edition 2014 and Nation Electric Code 2011

Y ☐ N ☐ One set of sealed Truss Engineering

Y ☐ N ☐ One set of Energy Calculations Including Manual "J" and Manual "D"– with completed cover sheets

Y ☐ N ☐ One survey of the existing conditions on and around the site. The survey must be signed and sealed by a Florida Licensed Surveyor and Mapper. The information on the survey must comply with Section 3.0 of the Residential Lot Grading and Driveway Design Guidelines

Y ☐ N ☐ One plot plan of proposed development. The information on the plot plan must comply with Section 2.0 of the Residential Lot Grading and Driveway Design Guidelines. The design must meet the Guidelines, the City Codes, and the Florida Building Code.

Y ☐ N ☐ Tree Removal Permit Application (see section IV for required items of the Tree Removal Permit) *AND* One completed Certificate of Compliance, if no protected trees (6" DBH or larger) are proposed to be removed at any location within required zoning yard setbacks

Y ☐ N ☐ One set of Florida Product approval for windows, mullions, sliding glass doors, garage door, entry doors include the manufactured installation specifications.

Y ☐ N ☐ Septic permit including soil analysis sheet; or proof of sanitary sewer

Y ☐ N ☐ City Right of Way Use Permit for driveway – If job site is located on County maintained roads, a Volusia County Use Permit is required – COUNTY ROADS ARE AS FOLLOWED:

- Doyle Rd - CR4162
- Howland Blvd
- Providence Blvd
- Enterprise-Osteen Rd
- Lake Helen Osteen Rd
- Saxon Blvd
- Enterprise Rd – CR4156
- Lake Shore Dr

ITEMS REQUIRED PRIOR TO ISSUANCE OF PERMIT

1. Copy of Recorded Notice of Commencement
2. Proof of potable water by providing the paid water receipt from the water utility company.

SUBMITTED BY: _____ **NAME:** _____ (____) _____-_____ ____/____/____

SIGNATURE PRINT PHONE DATE