



## RESGP Submittal Criteria and Process

Effective: January 7, 2014

New 1 and 2 Family Construction (single family detached, duplex, single family attached) on an individual lot.

### **Minimum Submittal Requirements:**

Applicant must meet the following minimum submittal requirements for an application to be accepted. If any of the items listed below are missing the contractor must provide the RESGP Opt Out form or the application may not be submitted.

- Completed permit application via online permitting portal
- Contractor must have a valid email address in database
- One (1) set of construction drawings to include at a minimum:
  - Floor Plan
  - Elevations (All views of structure)
  - Foundation Plan or Floor Framing Plan
  - Manufacturers truss layout**
  - Fire resistant framing plan, if applicable
- One (1) signed and sealed Engineered Wind Analysis
- One (1) Environmental Site Plan
- Current Fla. Bldg. Code, Energy form 402 or 405

The remaining items on the Residential Permit Application Checklist are not required for the application to be accepted, however; the applicant must be told that the permit review will be denied until all the items are submitted, reviewed and approved. A complete resubmittal of missing items is expected to be submitted as a single package.