



CHECK LIST FOR PLAN SUBMITTAL
(Florida Building Code 2004 Edition- Effective 10/01/2005)

- Permit Application completely filled out.
- Up front fee.
- Two sets of Signed & Sealed surveys.
- Three sets of plans - Two sets of Signed & Sealed plans (no longer than 30" x 42" long). The third set can be half size and does not need to be signed and sealed.
- Two sets of complete structural calculations signed & sealed by P.E.
- Two Special Inspector letters, signed & sealed by P.E.
- All sheets of plans shall contain all information shown in Section 8-10 of the Miami-Dade/Building Code requirements attached.
- Three sets Energy Calculations.
- Site plan, showing all lot dimensions, existing and proposed grades, proposed structures and setbacks, occupancy type, building area breakdown, "lot coverage", "total area under roof", etc., FEMA FIRM ZONE, finish floor elevation "lowest:, garage finish floor elevation, water service and meter, sewer lines and electric power/meter overhead or underground, and crown of road elevation at corners of property.
- Existing tree survey (for New Construction) for 3" or greater caliper trunk.
- Driveway details and specification. Attach (2) sets of Town of Cutler Bay & Apron standards and Conditions.
- Covenants required: a) Construction in Right-of-Way. b) Maintenance of Landscaping and grass in R.O.W. c) Declaration of Use.

I hereby attest that all items checked above have been incorporated in the plans, and to the best of my knowledge and belief, the plans comply with the current edition of the Florida Building Code.

Architect – of – Record

(Print Name & Lic. No.)

(Date)

(Signature)