

Project Types

Residential

1010 SINGLE FAMILY RESIDENTIAL STRUCTURE

- * Single family structure
- * Moving structure - Single family
- * Town Home
- * Duplex

PREREQUISITIES

Energy Calculations
Plans (1 set) or disk/stick
Truss Engineering (1 set)
Elevation Certificate (if located in flood zone)
Homeowner Affidavit (if owner/builder)
Parcel I.D. Number
Product Approval
Survey/Site Plan
Utility Receipt
CK. Hazard/Restriction Button
CK. Violation Button

PLAN REVIEW

Zoning
Engineering
Building

SQ. FT. & VALUE

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection
9004 Specify Inspection
9005 Specify Inspection
9006 Specify Inspection
9007 Specify Inspection
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9024 Specify Inspection
9025 Specify Inspection

1021 MULTI-FAMILY RESIDENTIAL STRUCTURE

- * Apartments
- * Condominiums
- * A.C.L.F.

PREREQUISITIES

- Energy Calculations
- Plans (1 set) or disk/stick
- Truss Engineering (1 set)
- Elevation Certificate (if located in flood zone)
- Homeowner Affidavit (if owner/builder)
- Parcel I.D. Number
- Product Approval
- Survey/Site Plan
- Utility Receipt
- CK. Hazard/Restriction Button
- CK. Violation Button

PLAN REVIEW

- Zoning
- Engineering
- Building
- Fire

SQ. FT. & VALUE

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9004 Specify Inspection
- 9005 Specify Inspection
- 9006 Specify Inspection
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- 9019 Specify Inspection
- 9020 Specify Inspection
- 9021 Specify Inspection
- 9022 Specify Inspection
- 9023 Specify Inspection
- 9024 Specify Inspection
- 9025 Specify Inspection

1020 RESIDENTIAL DEMOLITION

FIXED

- * Residential Homes
- * Residential Accessory Buildings
- * Residential Interior

PREREQUISITIES

CK. Hazard/Restriction Button
CK. Violation Button
Utility Sign-Off
Gas Sign-Off

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection

PLAN REVIEW

Plan Review Coordinator

- 1035 RESIDENTIAL RENOVATION/ NO ADDED SQ. FT.**
- * Condo Unit Interior Remodel
 - * Concrete Sprall Repair/Foundation Repairs
 - * Single or Multi-Family Kitchen and Bathroom

VALUE

PREREQUISITIES

- Plans (1 set) or disk/stick
- Homeowner Affidavit (if owner/builder)
- Parcel I.D. Number
- Product Approval
- Elevation Certificate of Existing Slab
- Substantial Improvement Forms
- Scope of Work
- CK. Hazard/Restriction Button
- CK. Violation Button

PLAN REVIEW

Building

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
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- 9016 Specify Inspection
- 9017 Specify Inspection
- 9018 Specify Inspection
- 9019 Specify Inspection
- 9020 Specify Inspection

1040 RESIDENTIAL ADDITION - ATTACHED, HABITABLE & CONDITIONED

SQ. FT. & VALUE

- * with Renovations
- * Any Extension of the Living Space including an attached garage
- * Glass Rooms

PREREQUISITIES

- Energy Calculations
- Plans (1 set) or disk/stick
- Truss Engineering (1 set)
- Elevation Certificate (if located in flood zone)
- Homeowner Affidavit (if owner/builder)
- Parcel I.D. Number
- Product Approval
- Survey/Site Plan
- Substantial Improvement Forms
- CK. Hazard/Restriction Button
- CK. Violation Button

PLAN REVIEW

- Zoning
- Engineering
- Building

INSPECTIONS

- 9000 Specify Inspection
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- 9016 Specify Inspection
- 9017 Specify Inspection
- 9018 Specify Inspection
- 9019 Specify Inspection
- 9020 Specify Inspection

1045 RESIDENTIAL SWIMMING POOL

VALUE

- * includes fence or screen enclosure (must list sub-contractors)
- * Multi-Family < 4 Units
- * Does not include Above Ground Pools

PREREQUISITIES

- Plans (1 set)
- Engineering (1 set)
- Homeowner Affidavit (if owner/builder)
- Survey/Site Plan
- Pool Safety Form
- TDH Sheet
- CK. Hazard/Restriction Button
- CK. Violation Button

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
- 9004 Specify Inspection
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- 9007 Specify Inspection
- 9008 Specify Inspection

PLAN REVIEW

- ZONING
- ENGINEERING
- BUILDING

1049 RESIDENTIAL ACCESSORY STRUCTURE >499 SQ. FT.	VALUE
* Docks and seawall	
* Residential screen Room	
* Residential deck (built)	
* Residential shed/built > 499 sq. ft.	
* Residential shed/manuf. > 499 sq. ft.	
* Covers structures that requires an engineering inspection	
* Screen Enclosure on Existing Slab > 499 sq. ft. (No Engineering Required)	
* Detached Garages	
* Guest Houses/Mother-in-law apartment)	
* Enclosures over 499 sq. ft. and has a foundation	
* Residential Driveways > 499 sq.ft.	

PREREQUISITIES

- Plans (1 set) or disk/stick
- Homeowner Affidavit (if owner/builder)
- Product Approval
- Survey/Site Plan
- CK. Hazard/Restriction Button
- CK. Violation Button

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
- 9004 Specify Inspection
- 9005 Specify Inspection
- 9006 Specify Inspection

PLAN REVIEW

- Zoning
- Engineering
- Building

1052 RESIDENTIAL MOBILE HOME (PRIVATE)

FIXED

- * Setting up Mobile Home
- * Does not include any work on or in the Mobile Home

PREREQUISITIES

- Plans or disk/stick
- Homeowner Affidavit (if owner/builder)
- Elevation Certificate (If located in Flood Zone)
- Survey
- Parcel I.D. Number
- Utility Receipt
- CK. Hazard/Restriction Button
- CK. Violation Button

PLAN REVIEW

- Zoning
- Engineering
- Building

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
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- 9008 Specify Inspection
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- 9010 Specify Inspection
- 9011 Specify Inspection
- 9012 Specify Inspection
- 9013 Specify Inspection

1053 RESIDENTIAL MOBILE HOME (PARK)

FIXED

- * Setting up Mobile Home
- * Does not include any work on or in the Mobile Home

PREREQUISITIES

- Plans or disk/stick
- Homeowner Affidavit (if owner/builder)
- Elevation Certificate (If located in Flood Zone)
- Survey
- Parcel I.D. Number
- Utility Receipt
- CK. Violation Button

PLAN REVIEW

- Zoning
- Building

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
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- 9007 Specify Inspection
- 9008 Specify Inspection
- 9009 Specify Inspection
- 9010 Specify Inspection

1063 RESIDENTIAL/NON-RESIDENTIAL MISC./UTILITIES FIXED
(NO PLAN REVIEW)(INCLUDE. MULTI-FAMILY < \$10,000.00

- * Residential Windows or Doors
- * Residential Siding/Hardee Board
- * Residential Re-Roof - Unlimited (Shingles, Metal, Tile, Other)
- * Residential Electrical
- * Residential Temporary Pole
- * Residential Low-Voltage
- * Residential Plumbing
- * Residential Gas
- * Residential Mechanical (includes Multi-Family per unit)
- * Residential Miscellaneous Permit

PREREQUISITIES

- Homeowner Affidavit (if owner/builder)
- Mechanical Affidavit
- Product Approval
- Survey/Site Plan
- Parcel I.D. Number
- CK. Hazard/Restriction Button
- CK. Violation Button

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
- 9004 Specify Inspection
- 9005 Specify Inspection
- 9006 Specify Inspection
- 9007 Specify Inspection
- 9008 Specify Inspection

PLAN REVIEW

NONE

1067 RESIDENTIAL MISC. with REVIEW

FIXED

- * Residential Sheds (Manuf) < 500 sq.ft.
- * Residential Fence
- * Residential Pavers & Patios
- * Residential Driveways < 500 sq.ft.

PREREQUISITIES

- Homeowner Affidavit (if owner/builder)
- Product Approval
- Survey/Site Plan
- Parcel I.D. Number
- CK. Hazard/Restriction Button
- CK. Violation Button

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
- 9004 Specify Inspection

PLAN REVIEW

- Zoning

Non-Residential

1510 NEW NON-RESIDENTIAL STRUCTURE

SQ. FT. & VALUE

- * Hotel/Motel
- * Timeshare
- * Transient Lodging - 30 Days
- * All Other Non-Residential (No Dwelling Units)

PREREQUISITIES

Energy Calculations
Plans (1 set) or disk/stick
Truss Engineering (1 set)
Elevation Certificate (if located in flood zone)
Owner's Affidavit (if owner/builder)
Parcel I.D. Number
Product Approval
Survey/Site Plan
Utility Receipt
CK. Hazard/Restriction Button
CK. Violation Button

PLAN REVIEW

Zoning
Engineering
Building
Fire

INSPECTIONS

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9025 Specify Inspection

1526 NON-RESIDENTIAL DEMOLITION

- * Non-Residential Structures
- * Non-Residential Accessory Buildings
- * Non-Residential Interior

PREREQUISITIES

CK. Hazard/Restriction Button
CK. Violation Button
Utility Sign-Off
Gas Sign-Off
Asbestos Report & Removal
Owner's Affidavit

PLAN REVIEW

None

FIXED

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection

1536 NON-RESIDENTIAL RENOVATION/ NO ADDED SQ. FT. VALUE

- * Interior/Exterior Remodel
- * Concrete Sprall Repair/Foundation Repairs

PREREQUISITIES

- Plans (1 set) or disk/stick
- Owner’s Affidavit (if owner/builder)
- Parcel I.D. Number
- Product Approval
- Elevation Certificate of Existing Slab
- Substantial Improvement Forms
- Scope of Work
- CK. Hazard/Restriction Button
- CK. Violation Button

PLAN REVIEW

Building

INSPECTIONS

- 9000 Specify Inspection
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- 9019 Specify Inspection
- 9020 Specify Inspection

1542 **NON-RESIDENTIAL ADDITION -
ATTACHED SPACE UTILIZED FOR BUSINESS USE**
* with Renovations
* Any Extension of the Business Use Space

SQ. FT. & VALUE

PREREQUISITIES

Energy Calculations
Plans (1 set) or disk/stick
Truss Engineering (1 set)
Elevation Certificate (if located in flood zone)
Owner’s Affidavit (if owner/builder)
Parcel I.D. Number
Product Approval
Survey/Site Plan
Substantial Improvement Forms
CK. Hazard/Restriction Button
CK. Violation Button

PLAN REVIEW

Zoning
Engineering
Building
Fire

INSPECTIONS

9000 Specify Inspection
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9018 Specify Inspection
9019 Specify Inspection
9020 Specify Inspection

1546 NON-RESIDENTIAL SWIMMING POOL

VALUE

- * includes fence or screen enclosure (must list sub-contractors)
- * Multi-Family > 4 Units
- * Does not include Above Ground Pools

PREREQUISITIES

- Plans (1 set)
- Engineering (1 set)
- Owner’s Affidavit (if owner/builder)
- Survey/Site Plan
- Pool Safety Form
- TDH Sheet
- CK. Hazard/Restriction Button
- CK. Violation Button
- Health Department’s Approval @ C.O.

INSPECTIONS

- 9000 Specify Inspection
- 9001 Specify Inspection
- 9002 Specify Inspection
- 9003 Specify Inspection
- 9004 Specify Inspection
- 9005 Specify Inspection
- 9006 Specify Inspection
- 9007 Specify Inspection
- 9008 Specify Inspection

PLAN REVIEW

- ZONING
- ENGINEERING
- BUILDING

2006 NON-RESIDENTIAL ACCESSORY STRUCTURE <2500 SQ. FT.

VALUE

- * Docks and seawall
- * Non-Residential screen Room
- * Non-Residential deck (built)
- * Non-Residential storage building < 2500 sq. ft.
- * Non-Residential Detached Garages < 2500 sq.ft.
- * Non-Residential Enclosures under 2500 sq. ft. and has a foundation
- * Non-Residential Driveways/Parking Lots < 2500 sq.ft.

PREREQUISITIES

Plans (1 set) or disk/stick
Owner's Affidavit (if owner/builder)
Product Approval
Survey/Site Plan
CK. Hazard/Restriction Button
CK. Violation Button

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
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9003 Specify Inspection
9004 Specify Inspection
9005 Specify Inspection
9006 Specify Inspection

PLAN REVIEW

Zoning
Building

2011 NON-RESIDENTIAL ACCESSORY STRUCTURE >2500 SQ. FT.

VALUE

- * Docks and seawall
- * Non-Residential screen Room
- * Non-Residential deck (built)
- * Non-Residential storage building > 2500 sq. ft.
- * Non-Residential Covered structures that requires an engineering inspection
- * Non-Residential Detached Garages/structures over 2500 sq.ft.
- * Non-Residential Enclosures over 2500 sq. ft. and has a foundation
- * Non-Residential Driveways/Parking Lots > 2500 sq.ft.

PREREQUISITIES

Plans (1 set) or disk/stick
Owner's Affidavit (if owner/builder)
Product Approval
Survey/Site Plan
CK. Hazard/Restriction Button
CK. Violation Button

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection
9003 Specify Inspection
9004 Specify Inspection
9005 Specify Inspection
9006 Specify Inspection

PLAN REVIEW

Zoning
Engineering
Building

2012 NON-RESIDENTIAL MISC. with REVIEW

VALUE

- * Non-Residential Sheds (Manuf) < 2500 sq.ft.
- * Non-Residential Fence
- * Non-Residential Pavers & Patios
- * Non-Residential Driveways/Parking Lots < 2500 sq.ft.

PREREQUISITIES

Owner's Affidavit (if owner/builder)
Product Approval
Survey/Site Plan
Parcel I.D. Number
CK. Hazard/Restriction Button
CK. Violation Button

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection
9003 Specify Inspection
9004 Specify Inspection

PLAN REVIEW

Zoning

2013 NON-RESIDENTIAL MISC. / UTILITIES

FIXED

(NO PLAN REVIEW)(INCLUDE. MULTI-FAMILY > \$10,000.00

- * Non-Residential Windows or Doors
- * Non-Residential Siding/Hardee Board
- * Non-Residential Re-Roof - Unlimited (Shingles, Metal, Tile, Other)
- * Non-Residential Electrical
- * Non-Residential Temporary Pole
- * Non-Residential Low-Voltage
- * Non-Residential Plumbing
- * Non-Residential Gas
- * Non-Residential Mechanical (includes Multi-Family per unit)
- * Non-Residential Miscellaneous Permit

PREREQUISITIES

Owner's Affidavit (if owner/builder)
Product Approval
Survey/Site Plan
Parcel I.D. Number
CK. Hazard/Restriction Button
CK. Violation Button

INSPECTIONS

9000 Specify Inspection
9001 Specify Inspection
9002 Specify Inspection
9003 Specify Inspection
9004 Specify Inspection

PLAN REVIEW

None

Special

2020 SPECIAL EVENTS 1 TO 50 VENDORS

PREREQUISITIES

Approval from SE Committee

PLAN REVIEW

None

FIXED

INSPECTIONS

9000 Specify Inspection

9001 Specify Inspection

9002 Specify Inspection

2021 SPECIAL EVENTS > 50 VENDORS

PREREQUISITIES

Approval from SE Committee

PLAN REVIEW

None

FIXED

INSPECTIONS

9000 Specify Inspection

9001 Specify Inspection

9002 Specify Inspection

3916 BUILDING TRADES VARIANCE

PREREQUISITIES

PLAN REVIEW

None

FIXED

INSPECTIONS

9000 Specify Inspection

9001 Specify Inspection

9002 Specify Inspection

CERT CERTIFICATE OF USE

PREREQUISITIES

Zoning Approval

PLAN REVIEW

Zoning

FIXED

INSPECTIONS

9000 Specify Inspection

9001 Specify Inspection

9002 Specify Inspection