



VILLAGE OF PINECREST  
Building & Planning Department

## **CHECKLIST FOR PLAN SUBMITTAL**

(Florida Building Code 2014 Edition – effective 6/30/2015)

- Permit Application completely filled out.
- Up-front fee.
- Two sets of signed and sealed surveys with existing grade elevations on 25' grid throughout and including right of way
- Two sets of signed and sealed plans as required by the Florida Building Code. (no larger than 30" x 42" long)
- Two sets of complete structural calculations signed and sealed by P. E.
- Two Special Inspector letters, signed and 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 of Energy Calculations.
- Energy Synopsis Form filled out by Architect of Record
- 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. Crown of road elevation at corners of property.
- Existing trees survey (for new construction) for 3" or greater caliper trunk.
- Irrigation plans if required by landscaping ordinance.
- Landscaping plans.
- Certificate of landscape compliance
- Driveway details and specifications. Attach 2 sets of Pinecrest Driveway & Apron Standards and Conditions. Select one option.
- Covenants required: Construction In Right of Way, Maintenance of Landscaping and Grass in Right of Way, and Declaration of Use
- Stormwater Drainage: Water quality/quantity (for full details see Comprehensive Master Development Plan - Chapter 4 available on website: [www.pinecrest-fl.gov](http://www.pinecrest-fl.gov) Submit VOP Stormwater Grading and Drainage Plan Checklist

Outside Agencies – DERM, Department of Health and Fire approval may be required.

**DERM:** 11805 SW 26 Street, Miami, FL (305) 372-6789

**Department of Health:** 11805 SW 26 Street, Miami, FL (786) 315-2444

**Fire:** 11805 SW 26 Street, Miami, FL (305) 315-2771

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.

Applicant Name :

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Revised 6/30/2015