



Building Permit Checklist

- Reference on the plans the currently adopted editions of the Florida Building Code, Florida Fire Prevention Code and applicable NFPA codes used in developing the plans.
- Business name and address on each page.
- A Life Safety Plan “LSP” to include all of the following:
 - Type of occupancy, occupancy load calculations, egress capacity, main exit/entrance, horizontal exits, smoke barriers/partitions.
 - Door Schedule.
 - Common paths of travel, distances to exits, corridor width and rating.
 - Required fire separations w/ UL details.
 - Fire extinguisher location(s).
 - Emergency lighting and illuminated exit signage may be on lighting/reflective ceiling plan or LSP
- If Mechanical Plans are submitted, the proper location of Duct Detectors in the supply & return for systems greater than 2,000 CFM or 60,000 BTUs and their respective test switches must be indicated.
- If Mechanical Plans are submitted for a building with NO sprinkler or fire alarm systems, the proper location of their respective test switches AND the location of each “Smoke” indicator must be indicated.

- If Electrical Plans are submitted, the panel schedule needs to indicate which breakers are used for the emergency lighting and Fire Alarm Control Panel “FACP” in an alarmed structure.
- List any life safety system related work that shall require a sub-permit from the specific trade performing the work.
- All documents must meet the requirements of:
 - Florida Administrative Code: CHAPTER 61G15-32 RESPONSIBILITY RULES OF PROFESSIONAL ENGINEERS CONCERNING THE DESIGN OF FIRE PROTECTION SYSTEMS
 - Florida Fire Prevention Code – NFPA 1 & 101
 - All applicable Florida State Statutes
 - Florida Administrative Code