



ST. JOHNS COUNTY BUILDING DEPARTMENT COMMERCIAL SUFFICIENCY CHECK LIST

CLEARANCE SHEET #: (C) _____ (N) _____

CONDITIONAL SUBMITTAL YES ___ NO ___ DATE RECEIVED ___/___/___

NAME OF PROJECT _____ PROJECT TYPE _____

SITE ADDRESS _____ PRELIMINARY REVIEW: YES ___ NO ___

CONTRACTOR _____ CONTACT _____

PHONE _____ EXT# _____ FAX _____ EMAIL _____

DATE PLANS REC'D _____ By _____ RESUBMITTED _____

NOTIFIED PENDING COMMENTS/STATUS: _____ DEPOSITORY ACCOUNT #: _____

| Item | Pending | Rec'd By | N/A |
|---|---------|----------|-----|
| Completed Clearance Sheet (signature acknowledging impact fee) (SJC Land Development Code/Ord. 2011-7) | | | |
| Approved DRC Site Plan (SJC Land Development Code) | | | |
| Completed Building Permit Application (FBC Section 105.3) | | | |
| Two (2) Sets of Building Plans (FBC Section 107) | | | |
| Two (2) Energy Forms with Manual N; ASHRAE or ACCA and One (1) copy of signature page marked STATE (FBC Energy Conservation Section 103) | | | |
| Two (2) sets Truss Engineering (one set must have raised seal) (FBC Sec.802.10) | | | |
| Two (2) Product Approval Form (must be signed) (FS 553.842) | | | |
| Water / Sewer Availability Letter or Paid Water / Sewer Receipt (FBCR P2602.1) Utility Company: _____ | | | |
| Septic Tank Permit / Environmental Health Department Approved Site Plan and Floor Plan (FS 381.0065) | | | |
| Well Permit (FBCR P2602.1) | | | |
| Verification of Ownership: Property Appraiser / Deed / NAL (FBC 105.1) | | | |
| Contractor Verification: License / Workers Comp / Liability (FS 489) | | | |
| Fault Current Letter | | | |
| Termite Bond Company Termite Treatment Method: SLAB / WOOD / BAIT (FBC110.3.11) | | | |
| Notice of Commencement (FS 713.135) Note: A recorded copy must be received by the Building Department prior to first inspection | | | |
| Office Use Only | | | |
| Initial for Valuation Increase: YES _____ NO _____ | | | |
| Sent to Fire Marshall: Date: _____ Approved _____ Rejected _____ | | | |
| Resubmitted to Fire Marshall : Date: _____ Approved _____ Rejected _____ | | | |
| Comments: | | | |