

**DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
DIVISION OF BUILDING INSPECTIONS**

3095 Crawfordville Highway
Office: 850-926-7636

Crawfordville, Florida 32327
Fax: 850-926-8086

ENCLOSURE

Must Have Copy of Recorded Deed	Clerk of Court
Approved Site Plan of Existing site	Show size & orientation (North Arrow) & all existing & proposed structures on the lot in the relation to property lines.
Development Permit Application (DPA)	Planning & Zoning (850)926-3695
Sub Contractors List	This form must be filled out and signed by licensed contractor or homeowner
Energy Forms (E.P.I) & Manual J, if applicable	A/C Contractor or Design Specialist
2 Sets of Interior Plans, (FLOOR LAYOUT) with written Scope of Work	
Product Approval Sheet Fl Statute 553.842 & Fl Administrative Code 9B-72	This form must be completed for products requiring a FL Product Approval Number and Signed
Notice of Commencement	As of July 1, 2006 the N.O.C is no longer required at the time of pick up, However, NO inspections will be given until we have an <u>original blue or red stamped copy</u> on file in our office from the clerk of court.
Home owners affidavit	Signed by homeowner if permit is issued to homeowner.

If application does not include all of the above documents and all lines filled in on the Development Permit Application, you will not be able to submit this paperwork for a "Building Permit."