

CITY OF OCALA

RESIDENTIAL CHECK LIST

Plan sets greater than two pages must be submitted electronically.

See ePlans webpage for drawing formats: [ePlan information](#)

*Requirements for Permitting Residential Construction
(New Construction, Renovations, and Additions)*

DOCUMENTATION REQUIRED (forms available on Growth Management website):

- Construction Permit Application
- Survey (to include layout and dimensioning of building on property, finished floor elevation, finished road elevation, and drainage requirements as per approved subdivision plat)
- Legal Description (to include Lot, Block and Subdivision)
- Parcel Account Number
- Filed Notice of Commencement (required prior to first inspection)
- 911 Address Application

YES N/A

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | FLOOD ELEVATION CERTIFICATE (only if property is located in a flood zone) |
| <input type="checkbox"/> | <input type="checkbox"/> | STRUCTURAL PLANS MUST BE A MINIMUM OF 1/4" SCALE
FOUNDATION PLAN: (to include dowel locations when part of foundation plan)
ROOF / FLOOR FRAMING PLAN
Uplift, reaction calculations and hurricane connector schedule
Roof systems need to be signed and sealed by a design professional
Floor Plan (to include shear-wall segments)
EXTERIOR ELEVATIONS: (all sides)
PRODUCT APPROVAL SPEC SHEET
WALL SECTION: (foundation through roof structure) |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC DUCT LAYOUT AND MECHANICAL MANUAL D & J (from mechanical contractor) |
| <input type="checkbox"/> | <input type="checkbox"/> | Energy Code Calculations: (must be signed) |
| <input type="checkbox"/> | <input type="checkbox"/> | ELECTRICAL LAYOUT |
| <input type="checkbox"/> | <input type="checkbox"/> | PLUMBING LAYOUT |
| <input type="checkbox"/> | <input type="checkbox"/> | GAS LAYOUT |
| <input type="checkbox"/> | <input type="checkbox"/> | SURVEY |

I certify that the application includes all the required items listed above.

I understand that the application will be rejected if any required document is missing or incomplete.

Print Name of Applicant/Contractor

Signature of Applicant/Contractor

Contact Phone #

Date