



BUILDING PERMIT ISSUANCE CHECKLIST

To be submitted by the Code Compliance Coordinator with each recommendation for Building Permit Issuance)

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> 1. Release of Project for Construction Permit Form Received from FAU Project Manager <input type="checkbox"/> 2. Permit Application signed by Qualifier, Owner or Authorized Agent <ul style="list-style-type: none"> ▪ Project number referenced (N/A justification: _____) ▪ Occupancy and Construction Type provided <input type="checkbox"/> 3. Appropriate # of drawings submitted <input type="checkbox"/> 4. Applicant's Current and Adequate Insurance <ul style="list-style-type: none"> ▪ Liability 250,000 per person/ 500,000 per occurrence or combined single limit ▪ Workers comp 100,000/100,000/500,000 (or a waiver for projects under \$200,000) ▪ FAU as certificate holder <input type="checkbox"/> 5. Current state license or appropriate competency <input type="checkbox"/> 6. South Florida Water Mgt. District approval (N/A justification: _____) <input type="checkbox"/> 7. State Fire Marshal review approved (N/A justification: _____) <input type="checkbox"/> 8. Code review approved <ul style="list-style-type: none"> ▪ Building/ADA/Structural (N/A justification: _____) ▪ Mechanical (N/A justification: _____) ▪ Electrical (N/A justification: _____) ▪ Plumbing review approved (N/A justification: _____) ▪ Gas (N/A justification: _____) ▪ All drawings initialed on signature block | <ul style="list-style-type: none"> <input type="checkbox"/> 9. Notice to Proceed Executed (N/A justification: _____) <input type="checkbox"/> 10. Subcontractors list forms submitted <ul style="list-style-type: none"> ▪ Form Signed by Qualifier (N/A justification: _____) ▪ Appropriate license or competency on file (N/A justification: _____) ▪ Current workers comp. insurance on file (N/A justification: _____) ▪ Current liability insurance on file (N/A justification: _____) <input type="checkbox"/> 11. Other Agency Approval <ul style="list-style-type: none"> ▪ Local Water/Drainage District approval (N/A justification: _____) ▪ Dept. of Environmental Protection (N/A justification: _____) ▪ Department of Health Approval (N/A justification: _____) ▪ Other (N/A justification: _____) <input type="checkbox"/> 12. Both sets of drawings and two original building permits transmitted to Building Official |
|---|--|

ATTACHMENT "A"