



Gilchrist County Building Department

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GENERAL GUIDELINES WHEN APPLYING FOR A PERMIT

<p><i>This chart is provided as an information guide. Other specific requirements may apply to your project. Some of the requirements may not apply to your project. Staff can help you with specific questions.</i></p>		Zoning Letter of approval	Application with project 911 address	Proof of Ownership/Recorded Deed	Notice of Commencement (valued of \$2,500)	Site Drawing & Certified Survey	Construction plans - (Residential 1 set/Commercial 1 set)	Energy Calculation- (1 set)	ACCA Manual "J" - S & D- (1 set)	Product Approval Sheet- (1 set)	Floor/Roof Truss Drawing- (1 set)	Subcontractor's List- (1 set)	Driveway Approval	Health Department- (1 set)	Manufactures' Specification Installations- (1 set)	Wind load Engineering	Mobile Home Pre-Inspection	Mobile Home Set-up- (1 set)	Elevation Certification (if in flood zone)	SRWMD Approval
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
Aluminum Structure/Screen Room	X	X	X	X	X	X				X				X						
Boat House	X	X	X	X	X	X			X	X	X			X	X					X
Bulkhead/Retaining Wall	X	X	X	X	X	X					X									X
Commercial Projects	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				X	X
Demolition		X	X	X	X						X									
Detached Garage/Shed/Carport	X	X	X	X	X	X			X	X	X				X	X			X	
Electrical		X	X	X							X				X					
Gas-LP or Natural		X	X	X							X				X					
*HVAC (New heating & cooling)		X	X				X	X			X				X					
*HVAC (Replaced heating & cooling)		X	X								X									
Mobile Home- New	X	X	X	X	X						X	X	X					X	X	
Mobile Home-Used	X	X	X	X	X						X	X	X			X	X	X		
Modular Home/Structure	X	X	X	X	X	X	X	X	X		X	X	X	X	X				X	
Plumbing		X	X	X							X		X							
Pool Enclosure	X	X	X	X	X	X					X				X					
Pool/Spa/Hot Tub	X	X	X	X	X	X					X				X					
Re-Roof		X	X	X					X		X				X					
Shed (Pre-Manufactured-DCA)	X	X	X	X	X	X									X					X
Single Family Addition (attached)	X	X	X	X	X	X	X	X	X	X	X			X	X	X				X
Single Family -Alteration/Remodel	X	X	X	X		X	X	X	X	X	X				X					X
Single Family Dwelling -SFD	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				X
Slab (for future structure)	X	X	X	X	X	X					X									
Windows/Doors		X	X	X						X		X			X					
Wood Deck/Stair/Landings	X	X	X	X	X	X				X		X								

*NOC needed for HVAC value of \$7500