

## Residential Plan Review Checklist:

Address: \_\_\_\_\_  
 Date Reviewed: \_\_\_\_\_

Plans Examiner: \_\_\_\_\_  
 Date Approved: \_\_\_\_\_

**Documents Required:**

Permit Application \_\_\_\_\_  
 City of Cocoa water receipt \_\_\_\_\_  
 Notice of Commencement \_\_\_\_\_  
 Owner Builder Affidavit \_\_\_\_\_  
 Septic Tank Permit \_\_\_\_\_  
 Elevation/ Drainage Form \_\_\_\_\_  
 Encroachments \_\_\_\_\_  
 Sidewalk in right of way \_\_\_\_\_  
 P/W Approved Drainage \_\_\_\_\_  
 2 Surveys w/ Lot Drainage \_\_\_\_\_  
 2 Surveys w/ Trees 40.35(5)(b) \_\_\_\_\_  
 FFE Above Crown of Rd in inches \_\_\_\_\_  
 Hold Harmless Required \_\_\_\_\_  
 Compare app, survey, deed \_\_\_\_\_  
 Survey shows 4 trees? \_\_\_\_\_  
 Verify flood zone \_\_\_\_\_  
 Verify zoning/ use \_\_\_\_\_

Check setbacks \_\_\_\_\_  
 Impervious calculations \_\_\_\_\_

**Plan Review:**

2 Sets of Plans signed/sealed \_\_\_\_\_  
 Engineer's title block \_\_\_\_\_  
 Design complies w/ 1609 \_\_\_\_\_  
 Design wind speed 150 mph \_\_\_\_\_  
 Rick Category \_\_\_\_\_  
 Wind Exposure Category \_\_\_\_\_  
 Component Cladding \_\_\_\_\_  
 pressures/diagram \_\_\_\_\_  
 Product Approvals \_\_\_\_\_  
 And Affidavit \_\_\_\_\_  
 Diagram Roof/wall zones \_\_\_\_\_  
 Internal Pressure Coefficient \_\_\_\_\_  
 Area Calcs. on plans \_\_\_\_\_  
 All rooms labeled by use \_\_\_\_\_  
 Elevations match floor plan \_\_\_\_\_  
 Footer match plot plan \_\_\_\_\_  
 Footer match floor plan \_\_\_\_\_  
 All footers labeled \_\_\_\_\_  
 All footers detailed \_\_\_\_\_  
 Footer under bearing walls \_\_\_\_\_  
 Slab specifications/notes \_\_\_\_\_  
 Type termite treatment/bait contract \_\_\_\_\_  
 Garage sloped to door \_\_\_\_\_  
 Exterior floors sloped \_\_\_\_\_  
 Wall heights noted \_\_\_\_\_  
 Cell pour locations \_\_\_\_\_  
 Lintel configurations \_\_\_\_\_  
 Roof design loads (27 or 35) \_\_\_\_\_  
 Floor design load (40 psf) \_\_\_\_\_  
 Live Loads \_\_\_\_\_  
 Point/concentrated loads \_\_\_\_\_  
 Truss Layout w/ Reactions \_\_\_\_\_  
 Truss Layout vs. footers \_\_\_\_\_  
 Connector Schedule \_\_\_\_\_  
 Post/ Column size/location \_\_\_\_\_  
 Typical Wall Sections \_\_\_\_\_  
 Porch Wall Sections \_\_\_\_\_  
 Raised Entry Section/Details \_\_\_\_\_  
 Wood beam to CMU connection \_\_\_\_\_  
 Wood header sizes noted \_\_\_\_\_  
 Gable end framing/bracing \_\_\_\_\_  
 Nail Pattern, Decking \_\_\_\_\_  
 Nail Pattern, Sheathing \_\_\_\_\_  
 Valley set framing details \_\_\_\_\_  
 Dormer framing detail \_\_\_\_\_  
 Interior bearing frame wall \_\_\_\_\_  
 6" Dryer vent wall \_\_\_\_\_  
 Shearwall detail if applicable \_\_\_\_\_  
 2nd floor draft stopping \_\_\_\_\_  
 Fireplace/ Type/ Framing \_\_\_\_\_  
 Stair Details: Rise/Run \_\_\_\_\_

handrail \_\_\_\_\_  
 Headroom under stairs \_\_\_\_\_  
 Goal post detail \_\_\_\_\_  
 Bedroom access to garage \_\_\_\_\_  
 20 min. Solid Core door @ garage \_\_\_\_\_  
 36" Ext. Door \_\_\_\_\_  
 Accessible Bath 1st Floor \_\_\_\_\_  
 Bedroom Egress Windows \_\_\_\_\_  
 Tempered Glass \_\_\_\_\_  
 Bath exhaust or window \_\_\_\_\_  
 Fixed/Butted glass detail \_\_\_\_\_  
 2nd floor window guards \_\_\_\_\_  
 Windborne debris protection \_\_\_\_\_  
 36" Landings @ ext. doors \_\_\_\_\_  
 Attic Access \_\_\_\_\_  
 Attic ventilation noted \_\_\_\_\_  
 Smoke detectors noted \_\_\_\_\_  
 Roofing Material \_\_\_\_\_  
 Soffit/ Fascia materials \_\_\_\_\_  
 Exterior finish of bldg. \_\_\_\_\_  
 Stucco ASTM C926/1063 R703.6 \_\_\_\_\_  
 Signed Energy Calculations \_\_\_\_\_  
 Manual J \_\_\_\_\_  
 Manual S \_\_\_\_\_  
 A/C Layout w/ Duct Sizes \_\_\_\_\_  
 AHU in attic, signage, energy \_\_\_\_\_  
 R 403.2.4 \_\_\_\_\_  
 AHU clearances \_\_\_\_\_  
 Balanced return air \_\_\_\_\_  
 Kitchen exhaust \_\_\_\_\_  
 Plumbing Riser \_\_\_\_\_  
 Water heater type/location \_\_\_\_\_  
 Water Temp. limiting device \_\_\_\_\_  
 Spa motor access \_\_\_\_\_  
 Gas Riser Diagram \_\_\_\_\_  
 Gas type location \_\_\_\_\_  
 Electrical load calculations \_\_\_\_\_  
 Elec. Riser diagram \_\_\_\_\_  
 Elec. Panel w/ clear space \_\_\_\_\_  
 Receptacle locations \_\_\_\_\_  
 GFCI in Bath/Kitchen/Garage \_\_\_\_\_  
 Cond w/ disc & service receptacle \_\_\_\_\_  
 Lights at ext. doors \_\_\_\_\_

R1 Setbacks 35F, 30R, 10S, 35SC  
 R2 setbacks 25F, 20R, 8/10S, 25SC  
 R2A 25F, 20R, 10S, 25SC  
 MH 25F, 20R, 7.5S, 25SC or 12.5SC

RCE 50F, 35R, 20S, 50SC  
80.20 Setbacks 20F, 15R, 15S, 20SC