# Residential Single Family Plan Review Checklist

Hover over form fields for instructions.

**Instructions for submission**: Upload completed form to Accela Citizen Access (ACA) Portal using this link or email to permitting@martin.fl.us

Current edition Florida Residential Code

## Mandatory Items

* indicates required field

**Note: All truss engineering and shop drawings must be submitted and approved.**

- [ ] *Product Approval Affidavit
- [ ] *Energy Code Appendix C Prescriptive/Performance Calculations R405
- [ ] *Manual "J" (90 summer/47 winter) WPB area weather, equipment, size, and type
- [ ] *Health Department permit or Utilities verification
- [ ] *Zero Lot Line homes must meet fire and opening protection requirements
- [ ] *Additions need flood zone verification if they appear to be close to a 50% increase in value (FEMA required)
- [ ] *Additions, repairs, alterations per 7th Ed (2020) F.B.C./Existing Building Code
- [ ] *Lowest floor slab elevation
- [ ] *Foundation Plan: Footing sizes and reinforcing steel
- [ ] *Foundation Plan: Interior bearing wall footings
- [ ] *Foundation Plan: Porch footings/pads
- [ ] *Foundation Plan: Column pads
- [ ] *Foundation Plan: Post/column locations and vertical reinforcement
- [ ] *Foundation Plan: Frame construction (minimum 18" deep footings)
- [ ] *Foundation Plan: Structural concrete subject to salt spray (minimum 5,000 psi) (ACI318-14)
- [ ] *Roof Framing Plan
- [ ] *Truss Connector Schedule (address girders)
- [ ] *Roof assembly (type, materials, fasteners, flashing, and wind resistance rating) described
- [ ] *Exterior Wall Section
- [ ] *Interior Bearing Wall Section
- [ ] *Exterior elevations (all sides)
- [ ] *Design pressures: Check exposure and end zones
- [ ] *Gable End Detail
- [ ] *Lintel/header/beam schedule (sizes/bearing, filled, reinforcing)
- [ ] *Porch framing (post and beam connectors, top and bottom)
- [ ] *Correct codes listed

Martin County Florida
Building Department

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## Mandatory Items (cont'd)

- [ ] *Floor Framing Plan
- [ ] *Design wind load information: Verify basic wind speed
- [ ] *Design wind load information: Verify exposure
- [ ] *Design wind load information: Internal pressure coefficient
- [ ] *Tile roof installation
- [ ] *Rated separation between residence and garage

## Optional Items

- [ ] Engineered truss plans/shop drawings (roof/floor)
- [ ] Attic Live Load (Note additional live loads required for attic storage)
- [ ] Soffit design per 7th Edition (2020) FBC Residential R704

## Standard Comments

### Floor Plans

- [ ] Egress windows labeled on plan
- [ ] Handicap bathroom door 2'8" swing type or 2'5" pocket
- [ ] Water heater (on pan, bollard, relief line cannot be trapped)
- [ ] Attic access (minimum 22"x30" unless roof peak is <30"
- [ ] Safety glass (hazardous locations)

### Details

- [ ] Roof and wall sheathing (nail zone pattern)
- [ ] Buck details (windows, doors, and garage doors)
- [ ] Chimney/fireplace/dormer construction details
- [ ] Stair details (tread and riser, handrails, and balcony railing)
- [ ] Butt glass engineering details
- [ ] Glass block details
- [ ] Window head, jamb, and sill details (shutter attachment and substructure for fasteners)
- [ ] Frame to masonry connection details
- [ ] Exit/escape door
- [ ] Impact protection (impact resistant glazing or approved shutters)
- [ ] Window/door flashing
- [ ] Weepscreed detail (wood construction on masonry/concrete)

### Electric Plans

- [ ] Bathroom GFI receptables
- [ ] Kitchen GFI receptacles at counters
- [ ] Garage (minimum of one GFT receptacle; all GFI if more than one)
- [ ] Electric panel location

## Standard Comments (cont'd)

### Electric Plans (cont'd)

- ☐ Electric riser diagram
- ☐ Receptacle spacing and location
- ☐ Outside receptacles (one GFI/WP front and rear of house)
- ☐ Location of switches
- ☐ Smoke detectors per code (bedroom/sleeping areas and stairs)
- ☐ UFER ground required
- ☐ Attic access light with pull chain or switch
- ☐ Disconnects at water heater and AC units
- ☐ Branch circuit arc-fault protection in bedrooms
- ☐ Toilet rooms (interior) shall be mechanically ventilated
- ☐ Electrical load calculations
- ☐ Stair lighting is switch-controlled at top and bottom of stairs
- ☐ Carbon monoxide detectors

### Mechanical

AC duct layout with:

- ☐ Balanced return air
- ☐ Access to equipment in attic
- ☐ Duct work protection in garage
- ☐ Plumbing riser in diagram