



Permit Checklist

- Permit Application signed and notarized
- Plans digitally signed and unlocked, submitted as one file.
- Truss drawings electronically sealed
- Energy calculations with A/C load calculations in digital format
- A survey (see survey requirements below) digitally signed by surveyor
- Product approval checklist
- Property Record Card
- Warranty deed
- Notice of commencement
- Copies of all listed contractor's license and insurance information
- Septic Tank Permit from Lake County Health Department if applicable

1. Survey must be signed and sealed by a Florida Licensed Professional Surveyor

- a) Must provide setback measurements from all sides
- b) Show all rights-of-way with centerline elevations and easements
- c) Location of driveway, walks, patios, pavers, pool, spa, storage shed, a/c pad (a/c cannot be placed in minimum side setback) and any other impervious items on the lot.
- d) Lot square footage and total impervious area in square feet, also expressed as a percent of lot area.
- e) Slab finished floor elevation
- f) Lot corner elevations
- g) Proposed drainage/grading plan with directional arrows
- h) Must show drainage elevations at each corner of the house
- i) Show any storm drain inlets or other draining structures.
- j) Flood zone(s) designated on plan.
- k) Any proposed well or septic locations if applicable.
- l) Locate all trees indicating type, caliper, and noted to remain or remove

2. Plans must be in compliance with the latest edition of the Florida Building Code

3. Plans should be submitted electronically, on the city portal:

<https://portal.iworq.net/MASCOTTEFL/new-permit/600/5611>