



City of Clermont Building & Development Services

685 W. Montrose Street
Clermont, FL 34711
352-241-7315
www.ClermontFL.gov

COMMERCIAL BUILDING PERMIT SUBMISSION FORM

As the applicant, I confirm the following items have been provided as required to demonstrate code compliance with the Florida Building Code 2017.

Items required at time of submittal of application package:

Check all items included and attach items in the order listed and sign the at the bottom.

- Commercial Building Permit Submission Form, completed.
- Building Permit Application, completed.
- Recent Survey with topography.
- Notarized letter of approval from property owner authorizing addition or alteration, if applicable.
- (3) Full size to scale sets and 1 (digital-cd or thumb drive) of construction plans signed and sealed by Florida Architect and/or Engineer that include: Site Plan, Floor plans, Elevations, Sections and Details for Architectural, Structural, Mechanical, Electrical, Plumbing Systems as applicable to the project. Fixture count w/ peak potable demand identified in GPM and requested meter size identified on plumbing plan.

*Drawings shall include all applicable **Design Criteria**: City of Clermont (Jurisdiction), Location (Address), Applicable Codes, Scope (Project Description) Occupancy, Construction Type, Design Loads- Wind, Flood, Soils, Termite and Structural (Roof, Floor, Walls, Windows, Doors). Shall have at least one complete Building envelope/ tie-down in section to demonstrate compliance.*

- (3) Specifications signed and sealed, if applicable.
- (3) copies Energy Calculations for building structure. Per unit for tenant build-outs.
- (3) Sets Engineered signed and sealed Roof Framing calculations and plans.
- (3) copies Florida Product Approval Submittal Sheet (City of Clermont Form) attach 1 copy of each associated approvals and installation instructions printed. (These will be marked Inspector Copy and shall be placed at the Jobsite).

I have verified that all documents are attached and that the design professional information is clearly labeled on each document. I understand that incomplete submittals will be rejected.

Signature of Applicant _____ Date _____

Printed Name _____