

LAFAYETTE COUNTY BUILDING DEPARTMENT

120 West Main Street
PO Box 28
Mayo, Florida 32066
Phone (386) 294-4403
Fax (386) 294-4225
rej@windstream.net

REQUIREMENTS FOR PERMITTING

- 1. Contractors:**
 - a) **Workers compensation certificate (or exemption)**
 - b) **Copy of state license**
 - c) **Copy of business tax**
 - d) **List of sub contractors – requirement for subs:**
 - i. **Workers compensation certificate (or exemption)**
 - ii. **Copy of state license**
 - iii. **Copy of business tax**
 - e) **Sub contractors to be listed:**
 - i. **Electrical**
 - ii. **Plumbing**
 - iii. **HVAC**
 - iv. **Roofing**
 - v. **Alarm if applicable**
- 2. Property owners:**
 - a) **Must personally appear to sign permit**
 - b) **Sign and agree to exemption as Building contractor**
 - c) **Sign and agree to exemption as Electrical contractor**
- 3. Contractors and property owners:**
 - a) **Copy of health department permit (septic)**
 - b) **Site plan – current survey of property – new building showed**
 - c) **Two (2) sets of sealed drawings**
 - d) **One (1) set of sealed truss drawings**
 - e) **Energy calculations**
 - f) **Manual “J” load calculations for HVAC**
 - g) **Copy of recorded notice of commencement**
 - h) **Product approval sheet to be filled out**