

CHECKLIST OF REQUIRED DOCUMENTS TO DEEM APPLICATION COMPLETE. PLEASE CHECK OFF THE DOCUMENTS BEING SUBMITTED AND UPLOAD THE CHECKLIST

Fire - Occupant Load

Plan Reviews: Fire Review

Inspections: On-Site Verification and Measurement

Drawings: 1 Set of Digitally or Electronically signed and sealed drawings - See [Online Permitting Resource Center](#) for instructions.

Drawings included:

- Life Safety Plans to include scaled drawings showing complete furniture layout and proposed occupant loads and egress capacities, per the Florida Fire Prevention Code
- Proposed floor plan to include address, business name and type of business

Supporting Documents:

- DRB, HPB, BOA, AND PLANNING BOARD recorded order (if applicable) scanned into plans after cover sheet.
- Projected occupant load count