



Development & Growth Management

FAST PASS RESIDENTIAL INTERIOR ALTERATION Virtual Submittal Requirements List

Residential Interior Alteration for a single family or two family dwelling.

To facilitate the virtual appointment, it is required that the [Residential Building Alteration](#) type be initiated online prior to the appointment and all required documents uploaded to the record.

Documentation required:

☐ Floor Plans

- ☐ **Location and Dimensions.** Layout of entire existing and proposed floor plan with location and dimensions.
- ☐ **Description.** Detailed description of proposed work.
- ☐ **Florida Building Code Residential.** Identify current code on plan.
- ☐ **Smoke detectors.** Indicate all existing and proposed locations.
- ☐ **Wall section.** Wall section for new interior walls (if applicable).
- ☐ **Emergency Escape.** Provide locations (if applicable).
- ☐ **Ventilation.** Indicate mechanical ventilation for bathrooms (if applicable).
- ☐ **Bathroom door dimensions.** Proposed bathroom door dimension for accessibility compliance (if applicable).
- ☐ **Hazardous glazing materials.** Indicate locations or provide note of compliance for hazardous glazing. (If applicable).

☐ Structural Plans (If applicable)

- ☐ **Signed and sealed structural plans to the current Residential Florida Building Code and digital signature standards**
 - ☐ Live and Dead loads.
 - ☐ Foundation details.
 - ☐ Size and Specifications of all structural materials.
 - ☐ All required connections

☐ Completed [Owner-Builder Acknowledgement form](#) (if applicable)

☐ Residential Energy Calculations (If applicable).