



**City of Treasure Island**  
Plan Review Check List

**The following information must completed and submitted prior to a plan review.**

- 1. Complete site plan sealed and signed off by the City Planner.**
- 2. Complete drainage plan sign off by the Public Works Director.**
- 3. Complete fire plan signed off by the Fire Chief.**
- 4. Contractor shall sign the plan review check sheet.**

DATE:

PROJECT ADDRESS:

LOT: BLOCK: SUBDIVISION:

LAND USE: FLOOD ZONE: OCCUPANCY:

SITE AREA: SQ. FT. PER ACRE:

BUILDING: HEIGHT: AREA-EXISTING:

STORIES: AREA-ADDITIONAL:

VARIANCE#: DATE:

SITE PLAN#: DATE: WORK DESCRIPTION:

TYPE OF CONSTRUCTION: BEDROOMS: BATHROOMS:

APPRAISAL VALUE:

**GENERAL**

	OK	N/A	SEE COMMENTS
1. Valuation/NOC			
2. Asbestos requirements			
3. Turtle Ordinance: (Any light that can be seen from the beach)			
4. As-Built Survey			
5. Elevation certificate			
6. Show job address on plans			
7. Person responsible for plans			
8. Fully dimensional plot plan			
9. Sediment and erosion control measures. Please show this on the plot plan. The Building Official shall inspect the site for compliance. Note: For any reason the control measures are damaged or other wised non functional, that will cancel any inspection and a Red Tag will be placed on the job site until the site is back into compliance per the approved site plan.			
10. Fee Schedule			
11. Certificate of Completion required			
12. Certificate of Occupancy required			
13. Termites (105.11 & 109.3.4) (R320) PLEASE HAVE THIS SECTION STATED ON THE PLAN'S			
14. Notice of Termite Protection (105.10)			
15. Basic Wind Speed (TI=C=130 MPH) (1609.3.1)			
16. Wind Exposure (1609.4 #3) Exposure Zone C			
17. Components & Cladding (1609.6.2 & 1609.6.5)			
18. Product Approval Information on sealed plans for: Exterior Doors, Windows, Panel wall, Roofing Products, Shutters, Skylights, Structural Components and New Exterior Envelope Products (Req'd by F.S.			



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553.842 & Fla. Admin Code 9B-72))			
19. Exposure Category (TI=C) (1606.1.8)			
20. Enclosures & Breakaway Walls-FS No 27-Fema			
21. Drainage-See requirements for one & two family dwellings			
22. Condominium Association Approval Letter			
23. City Ordinance Sec 68-495-4C (2) If the existing structure is improved or remodeled over \$50,000 value, (3) If an accessory structure is added over \$10,000 value, the apron/or paved ROW shall be replaced with acceptable permeable ground cover.			
24. Silt Fence			
25. Other			

**COMMENTS:**

### ZONING

	OK	N/A	SEE COMMENTS
1. Survey (3 yrs. or less)			
2. Setbacks            Front:                    Rear:                    Side:			
3. Density			
4. Parking/access			
5. Grade Elevations			
6. Storm Drainage- City Ordinance 75-204: <b>A.</b> Any discharges to the storm system that is not composed entirely of storm water is prohibited. <b>B.</b> Any discharge to the storm sewer system, including, but not limited to, drainage ditches, canals, and storm water control structures containing any sewage, industrial waste, yard clippings or trimmings or other waster materials is prohibited. <b>C.</b> Illicit connections, no person shall maintain use or establish any direct or indirect connection to the storm sewer system.			
7. Permeable Space			
8. % of Building Coverage			
9. Landscaping			
10. Accessory Structures			
11. Site Plan Review			
12. Variance			
13. Retention			
14. SFWMD Approval			
15. Gutters			



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16. NPDES requirements (Site Plan Required) Developer shall submit the plot plan showing tree protection and the required sediment and erosion control measures for City compliance.			
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**COMMENTS:**



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**BUILDING**

	OK	N/A	SEE COMMENTS
1. Footing/Foundation			
2. Floors Framing			
3. Walls: Masonry Wood Frame			
4. Partitions			
5. Tenant Separation			
6. Fire Wall			
7. Insulation			
8. Stairs/Handrail/Guardrail			
9. Roof Framing			
10. Wall Connections			
11. Wall Veneer			
12. Roof Covering			
13. Structural Steel			
14. Chimney/Fireplaces			
15. Waterproof			
16. Light/Ventilation			
17. Means of Egress			
18. Doors/Windows			
19. Flood Proofing			
20. Living Level Grade			
21. Energy Calculations			
22. Threshold Documents			
23. Architect/Engineer Seals			
24. Handicapped Accessible			
25. Fire Sprinklers			
26. Fire Alarms			
27. Handrails (R 3.11.5.6) / (B 1009.11)			
27a. Handrail extensions (R 311.5.6.2 / R 311.5.6.3) / (B 1009.11.3)			
28. Guardrails (R 312.1) / (B 1009.11.3)			
29. FEMA Requirements			
30. Fire Rated Assemblies for all penetrations			

**COMMENTS:**



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**ELECTRICAL**

	<b>OK</b>	<b>N/A</b>	<b>SEE COMMENTS</b>
1. Service Size			
2. Service Riser			
3. Wiring Diagram			
4. Over Current Protection			
5. Grounding			
6. Receptacles/Switches			
7. GFCI			
8. A/C Equipment			
9. Appliances			
10. Hazardous Location			
11. Special Occupancy			
12. Swimming Pool			
13. Sign			
14. Elevators			
15. Fire Alarm			
16. Communication			
17. Elevation (BFE)			
18. Generator			
19. Other			

**COMMENTS:**



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**PLUMBING**

	OK	N/A	SEE COMMENTS
1. Plumbing Riser: Sanitary Water			
2. Gas Riser			
3. Fixtures			
4. Sewer			
5. Indirect Waste			
6. Venting			
7. Hot Water Heater			
8. Grease Traps			
9. Appliances			
10. Sump/Ejector pumps			
11. Storm Drains			
12. Health Dept. approval			
13. LP tank location			
14. Other			

**COMMENTS:**

**ELEVATOR**

	OK	N/A	SEE COMMENTS
1. Elevator Specifications			

**COMMENTS:**



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**MECHANICAL**

	<b>OK</b>	<b>N/A</b>	<b>SEE COMMENTS</b>
1. Equipment location / Setbacks			
2. Equipment Specifications			
3. Chimney and Vents			
4. Exhaust Systems			
5. Refrigeration			
6. Duct Systems			
7. Stairwells			
8. Atrium			
9. Boilers			
10. Solar Installations			
11. Fire Protection			
12. Other			

**COMMENTS**



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**GAS**

	OK	N/A	SEE COMMENTS
1. Gas Piping			
2. Venting			
3. Combustion Air			
4. Chimney & Vents			
5. Appliances			
6. Type of Gas			
7. Fireplaces			
8. LP Tank Location			
9. Riser Diagram/Shutoffs			

**COMMENTS:**

**FIRE SPRINKLERS/ALARM**

	OK	N/A	SEE COMMENTS
1. Hydraulic Calculations			
2. Pipe Size/Type			
3. Head Location/Type			
4. Water Supply			
5. Wet System			
6. Dry System			
7. Halon System			
8. Suppression System			
9. Alarm Devices			
10. Other			

**COMMENTS:**



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**LIFE SAFETY**

	<b>OK</b>	<b>N/A</b>	<b>SEE COMMENTS</b>
1. Means of Egress			
2. Exit Doors			
3. Door Hardware			
4. Corridor/Aisles			
5. Stairs			
6. Emergency/Exit Lights			
7. Special Occupancy			
8. Hazardous Material			
9. Fire Extinguishers			
10. Smoke Detectors			
11. Carbon Monoxide Alarm (Residential-within 10 ft of each room used for sleeping purposes) (Commercial-public lodging, as it relates to every enclosed space or room that contains a boiler system)(eff 7/1/08-Janelle's law)			
12. Other			

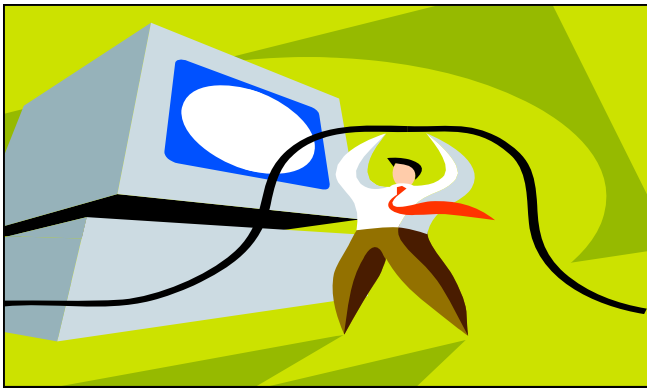
**COMMENTS:**

**REVIEWED BY: NEAL H SCHWARTZ**

**DATE:**

**CONTRACTOR: \_\_\_\_\_**

**DATE: \_\_\_\_\_**



# **DIGITAL DOCUMENT POLICY BEGINNING JULY 2008**

In July 2008, the City of Treasure Island Community Improvement Department will begin requiring all submitted plans and drawings in a digital format.

Only a CD or DVD is acceptable, using the file formats below:

## **For plans and drawings:**

Tiff - .tif

Portable Document Format (PDF) - .pdf

AutoCAD - .dwg

## **For photographs:**

JPEG format - .jpg

This digital document requirement does not change any City requirements for document hard copies.

The CD or DVD becomes property of the City of Treasure Island.

The City of Treasure Island Community Improvement Department  
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727-547-4575 ext. 230