

City of Bradenton

Building Division Requirements for Obtaining Commercial Building Permits

Permitting Information

To protect the health, safety and welfare of the general public and the Citizens of Bradenton as governed by Federal, State, and Local regulations, please review the guidelines immediately below before permit submittal. Doing so will enable us to make your permitting experience as simple and as timely as possible.

All Commercial Construction Permits

As a general rule Commercial Permits require the following:

- 1) A Permit application and other forms as appropriate for the type and scope work proposed. Forms and Applications are available at Bradenton City Hall, Building Division, located at 101 12th St. Bradenton, Florida or online at <http://www.cityofbradenton.com>- City Departments-Building and Inspections-Applications and Forms quick link on the right.
- 2) The property tax identification number and legal description is required for proof of ownership. This can be found on the property tax bill or receipt. If the property is a recent purchase or transaction, within the past three (3) months, a recorded Warranty Deed will be required.
- 3) Remittance of permit fee balance upon issuance.
- 4) Impact fees are assessed on all new construction, additions and some renovations. Impact fees for new construction may be paid before issuance of C.O. New Construction is defined as anything that is not an addition or renovation.
- 5) A Site Improvement Permit is required in addition to a Building Permit for all new buildings. A Site Improvement Permit may be required in addition to a Building Permit for existing buildings. When a Site Improvement Permit is required it must be *approved* before permit issuance.
- 6) Continued-

6) Minimum Plan Submittal Requirements required at time of Building Permit Application

- A) As of September 1, 2015 Four (4) complete sets of submittals are required.
- B) All Four (4) sets of submittals containing documents required by Florida Statute and the Florida Building Code to be signed, sealed and dated by a registered Florida Design Professional in each expertise; Architectural, Structural, Mechanical, Electrical and Plumbing shall have all (4) sets of documents signed, sealed and dated.
- C) Each individual copy of the four (4) Submittals accompanying a Building Permit Application shall contain, be assembled of, folded and fastened together in the following order:**
- a) Copy of existing Site Plan (Alteration/Renovation in existing footprint).
 - b) *Or* New Site Plan/Plot Plan for *(new construction or Addition with new footprint)*
 - c) A detailed Boundary Survey signed and sealed by a Registered Land Surveyor (new construction or new footprint)
 - d) Signed and Sealed Geotechnical Report that includes the minimum soil bearing capacity recommendation. (All new building construction).
 - e) Signed and Sealed Soil Bearing Test that includes the minimum soil bearing capacity recommendation (Addition with new footprint).
 - f) Florida Energy Efficiency Commercial Energy Code Compliance Calculations on approved forms using approved methods.
 - g) Truss Package consists of (1.) signed and sealed truss profiles from truss manufacturer (2.) truss layout (3.) signed and sealed truss acceptance letter by Engineer of Record).
 - h) For those items requiring a Florida Product Approval or a Miami Dade Notice of Acceptance (NOA) please provided a simple matrix list that includes: Product Name, Approval or NOA Number, Expiration Date and the Florida Building Code Edition under which it was approved. Actual Manufactures Installation Instructions will only be required on site for inspection:
 - i) Provide Signed and Sealed Plans with all applicable information, professional design/engineering and supporting documentation per the Plan Review Guidelines attached/

Commercial Building Plans Review Guideline.

Other documents may be required.

Building

Set back/separation (assumed property lines)

Flood hazard areas, flood zones, and design flood elevations

Occupancy group and special occupancy requirements shall be determined.

Minimum type of construction shall be determined (see Table 503).

Fire-resistant construction requirements shall include the following components:

Fire-resistant separations

Fire-resistant protection for type of construction

Protection of openings and penetrations of rated walls

Fire blocking and drafstopping and calculated fire resistance

Life Safety Systems:

Occupant load and egress capacities

Early warning

Smoke control

Stair pressurization

Systems schematic

Occupancy load/egress requirements shall include:

Occupancy load

Gross

Net

Means of egress

Exit access

Exit

Exit discharge

Stairs construction/geometry and protection

Doors

Emergency lighting and exit signs

Specific occupancy requirements

Construction requirements

Horizontal exits/exit passageways

Structural requirements shall include:

Soil conditions/analysis
Termite protection
Design loads
Wind requirements
Building envelope
Impact resistant coverings or systems
Structural calculations (if required)
Foundation
Flood requirements In accordance with [Section 1612](#), including lowest floor elevations, enclosures, flood damage-resistant materials
Wall systems
Floor systems
Roof systems
Threshold inspection plan
Stair systems

Materials shall be reviewed and shall at a minimum include the following:

Wood
Steel
Aluminum
Concrete
Plastic
Glass
Masonry
Gypsum board and plaster
Insulating (mechanical)
Roofing
Insulation

Accessibility requirements shall include the following:

Site requirements
Accessible route
Vertical accessibility
Toilet and bathing facilities
Drinking fountains
Equipment
Special occupancy requirements
Fair housing requirements

Interior requirements shall include the following:

Interior finishes (flame spread/smoke development)
Light and ventilation
Sanitation

Special systems:

Elevators
Escalators
Lifts

Swimming pools:

FBC CH 4 Section 424
Barrier requirements
Spas
Wading pools

Electrical:

Wiring
Services
Feeders and branch circuits
Overcurrent protection
Grounding
Wiring methods and materials
GFCIs
Equipment
Special occupancies
Emergency systems
Communication systems
Low voltage
Load calculations
Design flood elevation

Plumbing:

Minimum plumbing facilities
Fixture requirements
Water supply piping
Sanitary drainage
Water heaters
Vents
Roof drainage
Back flow prevention
Irrigation
Location of water supply line
Grease traps
Environmental requirements
Plumbing riser
Design flood elevation

Mechanical:

Energy calculations
Exhaust systems:
Clothes dryer exhaust
Kitchen equipment exhaust
Specialty exhaust systems
Equipment
Equipment location
Make-up air
Roof-mounted equipment
Duct systems
Ventilation
Combustion air
Chimneys, fireplaces and vents
Appliances
Boilers
Refrigeration
Bathroom ventilation
Laboratory
Design flood elevation

Gas:

Gas piping
Venting
Combustion air
Chimneys and vents
Appliances
Type of gas
Fireplaces
LP tank location
Riser diagram/shutoffs
Design flood elevation

Demolition:

Asbestos removal

Flood hazard areas:

Flood zones, design flood elevations, lowest floor elevations, enclosures, equipment, and flood damage-resistant materials