



Alachua County Department of Growth Management

Building Division

Mari K. Daniels, Director
Dan Gargas, Building Official

PRE-ENGINEERED BUILDING PLANS SUBMITTALS

The following are the minimum plans submittals required for Plans Review and Permitting:

- A Site Plan, drawn to scale and including the Owner's name, project address, north arrow, property boundaries, adjacent roadways, building setbacks, flood zone designation as well as the proposed and existing structures on the property shall be deemed sufficient for plans review
- "Generic" signed and sealed engineering is accepted provided that it meets the current minimum code requirements of the FBC. The Owner's name and project address is **not required** to be on the actual engineering documents
- If "Generic" engineering is provided, a Cover Letter with the Owner's name, project address, Contractor's name and license number (when applicable) and the Building manufacturer. The cover letter shall contain the building dimensions, building style or configuration and foundation type. The cover letter is **not required** to be signed and sealed.
- A Foundation Plan (when applicable), dimensioned and drawn to scale and including the Owner's name, project address and a north arrow. It shall reference specific foundation detail(s) in the engineered documents or may be designed and signed and sealed by a Design Professional
- A completed Florida Product Approval Specification sheet unless the information is contained in the engineering documents
- Note: All documents submitted for permitting and plans review shall be submitted electronically
- Note: All documents that are required to be signed and sealed by a design professional shall have an electronically verifiable digital signature