

LOFT ADDITIONS

Please submit/upload plans in PDF format

Please indicate items submitted with a checkmark (√)

Please upload [this Checklist and any Required Forms](#) in **.pdf format** to the appropriate category [<Survey>](#) [<Building Plans>](#) [<Supporting Docs>](#) [<NOA>](#) following the TOJ Naming Convention found in Help Documents

Create online as: **Residential Addition**

1. Plans [<Building Plans>](#)

- a. Signed & sealed with names/address of Architect and Engineers _____
- b. Plans must state design parameters compliance with current FBC & current ASCE7 _____
- c. Plans shall include:
 - Floor plan of existing layout with new loft/stair location _____
 - Floor plan of loft with all dimensions, doors/window locations, stairs, railings, etc _____
 - Structural Drawings (Foundation Plan, Beam & Column location/details, Framing, etc) _____
 - Elevation section through building with ceiling heights at the loft area _____
 - Exterior elevation of building if egress window is added _____
 - Typical wall sections _____
 - Stair framing detail and Handrail Specifications & Detail _____
 - Balcony guard rail detail and specifications _____
 - Electrical floor plan with existing and proposed receptacles, lights, switches _____
 - Plumbing riser and under slab layout, *if applicable* _____
 - Bathroom addition requires approval of ENCON _____
 - Mechanical plans and specs, *if applicable* _____

2. Supporting Documents [<Supporting Docs>](#)

- a. Owner/Builder Affidavit, *if applicable* _____
- b. FL Energy Efficiency Code Form and HVAC load calculations, *if Applicable* _____
- c. Signed/sealed Soil Analysis Report, *if applicable* _____
- d. Elevation certificate signed/sealed, *if applicable* _____

3. Product Approval [<NOA>](#)

- a. Product approvals shall be signed by designer (must be on jobsite for inspection) _____
- b. Provide Product Approvals as required
 - State of Florida Product Approval with installation instructions
Be sure to mark the **EXACT** product number _____
 - Miami-Dade Notice of Acceptance (NOA) with installation instructions _____
 - Engineer signed/sealed plans and calculations for custom design _____

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4. Product Approval <NOA> (Continued)

a. Information required from product approval:

- ALL project specific details shall be Identified/Marked/Circled on product Approval Installation Instructions _____

IMPORTANT NOTICE

IF RESIDENT LIVES IN DEED RESTRICTED COMMUNITY

**PLEASE CONTACT HOA TO DETERMINE IF ASSOCIATION APPROVAL IS REQUIRED
TOJ BUILDING DEPARTMENT CANNOT ENFORCE ASSOCIATION REGULATIONS**

