

MODULAR BUILDING

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: Permit Type: **Building(R)**
Work Class: **Addition**

1. Site Information [<Survey>](#)

- a. Survey and Site Plan
 - i. Show proposed location and all setbacks _____
 - ii. Show parking _____
 - iii. Show Landscaping and Turnout _____
- b. Information on Lot Drainage and Elevation Requirements
 - i. Lot drainage plan/survey required with direction of flow arrows showing the proposed drainage _____
 - ii. Floodplain Development Permit –only required if the structure is in a special flood hazard zone _____
 - iii. Elevation Certificate, Signed & Sealed, *if applicable* _____
 - iv. Completed Drainage Certification Form, *if applicable* _____
- c. Soil analysis for bearing as required by Foundation Plan, signed/sealed, *if applicable* _____
- d. Land use Occupancy (Office, Medical, Restaurant, etc.) _____
- e. Provide Gross square footage of Building _____

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

- a. Signed & Sealed with name/address of Architect & Engineer
 - i. Engineer foundation plan _____
 - ii. Engineer anchoring plan _____
- b. Details of accessibility requirements met through stairs, ramps, doors, bathrooms, etc _____
- c. No occupancy change or modifications to the building:
 - i. Plans with Department of Community Affairs seal which includes occupancy and design load criteria _____
- d. Occupancy change or modifications to building, one of the following:
 - i. Affidavit of Recertification from the Department of Community Affairs _____
 - ii. Architect or engineer signed/sealed plans with Design Parameters, including but not limited to:
 - Wall, Roof, Floor section, etc _____
(Include Gross square footage of building)
 - Mechanical, Electrical & Plumbing Drawings, *if applicable* _____

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3. Supporting Documents <Supporting Docs>

- a. Letter of Approval from Property Owner _____
- b. FL Energy Efficiency Code Form and HVAC load calculations for new Conditioned Space _____
- c. Product Approvals as required _____
- d. Approval stamps from the following prior to submittal _____
 - i. Sanitary Sewer - Loxahatchee River District Environmental Control (ENCON) _____
 - Address: 2500 Jupiter Park Drive
 - Phone: 561-747-5700
 - ii. Septic system - Palm Beach County Health Department _____
 - Phone: 561-840-4500
 - iii. Jupiter Utilities Department (*If Applicable*): 561-746-5134 _____

4. Product Approval <NOA>

- a. Provide Product Approvals as required
 - i. State of Florida Product Approval with installation instructions engineered plans (Be sure to mark the **EXACT** product number) _____
 - ii. Miami-Dade Notice of Acceptance (NOA) with installation instructions. _____
 - iii. Engineer signed/sealed plans and calculations for custom design _____
- b. Information required from product approval:
ALL project specific details **MUST** be Identified/Marked/Circled on product Approval Installation Instructions _____

NOTE: Homeowner Association may require approval/review if property is located in a deed restricted community

NOTE: Permit fee is for foundation construction cost. Subs require separate permits and fees

NOTE: Palm Beach County and Jupiter impact fees may be required



**Town of Jupiter
 Building Department
 210 Military Trail
 Jupiter, Florida 33458
 Phone (561) 741-2286
 Fax (561) 741-0911**

FLOODPLAIN DEVELOPMENT PERMIT

Date Submitted _____ Date Approved _____ Bldg. Permit _____

Address _____

Lot _____ Block _____ Subdivision _____

Legal for Metes & Bounds **30-** _____

Type of Development _____ Size of Development _____ Excavation _____

Fill _____ Grade _____ Building or Other Structures _____

Other Alterations (specify) _____

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- Location in Flood Plain:
- a. _____ Inside regulatory floodway
 - b. _____ Outside floodway limits
 - c. _____ Inside flood plain
(no regulatory floodway established)

Development Standards Data (Reference Ordinance 75-90)

1. If (a) or (c) is checked, attach engineering certification and supporting data as required.
2. Required floor elevation is _____ MSL (NAVD) Zone _____
3. Proposed finished floor elevation _____ MSL (NAVD)
Attach survey as required.
4. Floodproofing information (if applicable):
 - a. Required floodproofed elevation is _____ MSL Zone _____
 - b. Actual (as built) floodproofed elevation is _____ MSL (NAVD)
Attach engineering certification and supporting data as required.
5. Complete for alterations, additions or improvements to existing structures
 1. What is the estimated market value of the existing structure? \$ _____
 2. What is the value of all improvements from 1977 including this submittal? \$ _____
 3. If the cost of the proposed construction equals or exceeds 50 percent of the market value of the structure, then the substantial improvement provisions shall apply.

Comments _____

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Applicant Acknowledgment

I understand that the issuance of this permit is contingent upon the above information being correct and that the plans and supporting data have been or shall be provided as required. I agree to comply with all applicable provisions of Ordinance 15-77 and all other laws or ordinances affecting the proposed development.

Applicant _____ Authorized Signature _____
 (PRINT NAME)

Building Official _____

