



**Town of Longboat Key
Planning, Zoning and Building Department**

501 Bay Isles Road
Longboat Key, Florida 34228
941-316-1966
941-316-1970 FAX

**BUILDING PERMIT REVIEW CHECKLIST
FOR ELEVATOR**

Any application for Building Permit approval shall be signed and submitted by the Applicant on a form provided by the Town, and in addition shall include at least the following information, unless the Town determines that one or more of the following elements do not apply to the particular application.

Application for Building Permit Approval for an Elevator must include submission of the following:

- A completed Building Permit Application **Attached** ____ **N/A** ____
- The cover sheet of your submitted plans is required to include the following items:
 - The Florida Building Code (FBC) 2023 Design Criteria
 - Wind Load 150 MPH Risk Factor II
 - Exposure Category D
 - Contractor's Name (Qualifier), including: Contractor's License Number; Company Name (dba); Contractor's Address; Contractor's Phone Number; Contractor's Email; the Owner's Name; and, the Job Site Address
- A site plan showing the location, power supply and required visibility triangles for the elevator
Attached ____ **N/A** ____
- Provide manufacturer's installation specifications and details **Attached** ____ **N/A** ____
- Provide documentation that the elevator is in compliance with Town Code Chapter 158, Zoning Code, Section 158.098 (C)(2)(a) and (b), Height Regulations **Attached** ____ **N/A** ____