

# New Commercial Building

## Administrative:

- Owner/Builder Disclosure form Signed and Notarized in office if applicable.
- Updated Worker's Compensation exemption or certified to the City of DeLand uploaded into the attachments of the application.
- A recorded [Notice of Commencement](#) for any improvement in which the contract price is greater than \$5,000. This must be submitted prior to scheduling the first inspection.

## Plans:

- Florida Product Approval Specification Sheet if applicable.
- Energy Conservation Form/Energy Calculations if applicable.
- Truss Engineering plans if applicable.
- Truss Layout plans if applicable.
- Signed and sealed Architectural or Engineered plans.
- Survey showing all proposed construction.
- Approved septic permit from the Health Department if applicable
- Contact the Building Department to inquire about your scope of work if you don't see what you are proposing to do in the main list at [building@deland.org](mailto:building@deland.org) or by calling any one of the following phone numbers – 386-626-7006, 386-626-7007, 386-626-7008, 386-626-7009, or 386-626-7010.

\*Please note: other plans may be required to complete the review process based on individual permitting needs.\*