

**MINIMUM SUBMISSION CRITERIA FOR SITE AND CONSTRUCTION PLANS FOR
APPLICATION OF A BUILDING PERMIT TO CONSTRUCT ONE & TWO FAMILY
DWELLINGS**

GENERAL BUILDING PERMIT APPLICATION COMPLETED WITH CONSTRUCTION DRAWINGS AND SITE PLAN SUBMITTED ELECTRONICALLY IN PDF FORM 24" X 36". STANDARD SCALE, LEGIBLE AND EASILY REVIEWED. A COPY OF THE CODE OF ORDINANCE CAN BE LOCATED ON THE GULFPORT WEB SITE WWW.GULFPORT-MS.GOV

SITE / CIVIL PLANS

SITE:

- 1) OVERALL DIMENSIONS OF THE PROPERTY AND COMPLETE DIMENSIONS OF ALL STRUCTURES
- 2) IDENTIFY DISTANCE FROM PROPERTY LINES TO EACH STRUCTURE.
- 3) OFF-STREET PARKING.
- 4) INGRESS AND EGRESS.
- 5) SPECIAL FLOOD HAZARD AREAS TO INCLUDE ELEVATION CERTIFICATES WHEN REQUIRED.
- 6) LANDSCAPE PLAN.

DRAINAGE:

- 1) FINISHED FLOOR ELEVATION MUST BE 1' ABOVE THE CROWN OF THE ROAD OR 1' ABOVE THE BASE FLOOD ELEVATION.
- 2) DRAINAGE PLAN, EXISTING AND PROPOSED GRADING ELEVATIONS AND DIRECTION OF FLOW OF SURFACE WATER.

WATER & SEWER

- 1) LOCATION OF EXISTING AND PROPOSED WATER AND SEWER SYSTEMS.

FIRE:

- 1) LOCATION OF EXISTING AND PROPOSED FIRE HYDRANTS.

CONSTRUCTION PLANS

FOUNDATION DETAIL:

- 1) WIDTH AND DEPTH DEMENSIONS OF FOOTINGS, PIERS, COLUMNS, CHAIN WALLS AND SLABS.
- 2) PLACEMENT, SPACING, SIZE, LAPS, HOOKS AND BENDS OF REINFORCEMENT METAL.
- 3) MINIMUM COMPRESSING STRENGTH OF CONCRETE AT 28 DAYS.
- 4) SUB-BASE AND BASE FILL COURSES.
- 5) VAPOR BARRIER.
- 6) FOUNDATION VENTILATION.

- 7) FLOOR FRAMING PLAN (ENGINEERED DATA REQUIRED FOR TRUSS CONSTRUCTION).

WALL SECTION DETAIL:

- 1) IDENTIFY ALL FIRE RESISTIVE WALLS WITH UNDERWRITERS' LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER.
- 2) IDENTIFY ALL MATERIALS WHICH CONSIST OF THE WALL ASSEMBLY.
- 3) FIRE BLOCKING.
- 4) IDENTIFY ALL LOAD BEARING WALLS.

FLOOR / CEILING DETAIL:

- 1) IDENTIFY ALL FIRE RESISTIVE FLOOR / CEILING WITH UNDERWRITERS' LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER.
- 2) IDENTIFY ALL MATERIALS WHICH CONSIST OF THE FLOOR / CEILING ASSEMBLY.
- 3) FIRE BLOCKING.
- 4) DRAFTSTOPPING.

ROOF / CEILING SECTION DETAIL:

- 1) IDENTIFY ALL FIRE RESISTIVE ASSEMBLIES WITH UNDERWRITERS' LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER.
- 2) IDENTIFY ALL MATERIALS WHICH CONSIST OF CEILING AND ROOF SYSTEMS.
- 3) CEILING JOISTS, RAFTERS OR TRUSSES (ENGINEERED DATA REQUIRED FOR TRUSS CONSTRUCTION).
- 4) ROOF COVERING MATERIALS.
- 5) ATTIC VENTILATION.
- 6) ATTIC DRAFT STOPPING.

ARCHITECTURAL ELEVATIONS:

- 1) IDENTIFY EXTERIOR ELEVATIONS BY NORTH, SOUTH, EAST AND WEST.
- 2) PROVIDE COLOR ELEVATIONS OF HOUSE.

FLOOR PLAN:

- 1) SHOW CRITICAL DIMENSIONS.
- 2) IDENTIFY EACH AREA BY USE.
- 3) BASIC FLOOR PLAN SHALL ALSO INCLUDE SIGNALING ALARM SYSTEMS.
- 4) INTERIOR FINISH SCHEDULE.
- 5) DOOR SCHEDULE.
- 6) WINDOW SCHEDULE.

FIRE STOPPING:

- 1) SHOW METHOD AND MATERIAL USED FOR ALL PENETRATIONS THROUGH ALL ASSEMBLIES, I.E. FLOORS, WALLS & CEILINGS.

PLUMBING / GAS DETAIL:

- 1) IDENTIFY AND LOCATE ALL PLUMBING FIXTURES, TYPE AND SIZE OF PIPES, VENTS AND BACKFLOW PREVENTERS.
- 2) PROVIDE A ONE-LINE GAS ISOMETRIC DRAWING (IF APPLICABLE)

MECHANICAL DETAIL:

- 1) PROVIDE COMPLETE MECHANICAL LAYOUT.

ELECTRICAL DETAIL

- 1) FLOOR PLAN SHOWING LIGHTING WITH SWITCHES, RECEPTACLES, SPECIAL OUTLETS, SWITCHGEAR LOCATION, UNDERGROUND, UNDER SLAB CONDUITS, EMERGENCY SYSTEMS, ELECTRICAL SERVICE ENTRANCE AND SUB PANEL LOCATION.

GENERAL NOTES:

- 1) FAILURE TO SUBMIT PROPER DOCUMENTATION WILL DELAY PLAN REVIEW AND ULTIMATE APPROVAL FOR BUILDING PERMIT.
- 2) DEVELOPER / CONTRACTOR IS RESPONSIBLE TO LOCATE ALL PRIVATE UTILITIES RELATIVE TO CONSTRUCTION.
- 3) DEVELOPER / CONTRACTOR / OWNER IS RESPONSIBLE FOR PAYMENT OF ANY WATER AND OR SEWER "TAP FEES" PROVIDING RECEIPT TO BUILDING CODE SERVICE PRIOR TO ISSUANCE OF ANY PERMIT.
- 4) DEVELOPER // CONTRACTOR MUST OBTAIN AN APPROVAL FOR ANY PLACEMENT AND SIZING OF CULVERTS FROM THE DEPARTMENT OF ENGINEERING. CULVERTS FOR DUPLEXES MUST BE PROVIDED BY A PRIVATE ENGINEER.
- 5) SMART CODE ZONED AREAS WILL REQUIRE ARCHITECTURAL REQUIREMENTS TO BE SHOWN SUCH AS COLORED ELEVATIONS, LANDSCAPING PLAN AND PARKING AREA REQUIREMENTS.
- 6) THE ABOVE MAY NOT BE ALL INCLUSIVE.

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