

## COMMERCIAL INSTRUCTION SHEET

The following is a list of requirements and regulations for construction of commercial buildings in Franklin County and the City of Carrabelle:

1. Two complete set of building plans which must be certified by a Florida Engineer or Architect that the structure can withstand the wind forces and wave action of a 100 year storm, and be in compliance with the 2001 Florida Building Code.
2. A valid septic tank permit or letter of service from the local sewer district.
3. Topographical survey by a registered surveyor including flood zone information, and legal description with parcel I.D. number. This requirement may vary with location.
4. Energy Code Form to be completed by an Engineer or Architect.
5. Site plan giving the location of the structure, septic system, driveway, parking layout and other cleared areas.
6. Stormwater permit for the Department of Environmental Protection. Information on this may be received by contacting the Department at (850) 488-3704.
7. A certified Fire Safety Inspector must review the building plans prior to issuance of a building permit and perform fire safety inspections during construction.
8. Plans for food service establishments must be reviewed and approved by the Department of Business and Professional Regulations. For information please call (850) 233-5170.
9. Portalet Agreement and Culvert Agreement.

Setback requirements in the county are as follows: 25 feet from any road right-of-way and ten feet off of any interior lot line. Construction on lots located on the water must be at least 50 feet from Mean High Water, with the exception of property zoned C-1. Setbacks in the City of Carrabelle may vary.

If you have any questions concerning construction, please call:

Franklin County Planning Department (850) 653-9783.  
34 Forbes Street, Suite #1  
Apalachicola, FL 32320  
Franklin County Health Department (850-653-2113).

**Florida Power Corporation will determine the power pole location for each property.  
NOTE: Contact Florida Power at 1-800-700-8744 before you set your power pole.**

### SPECIAL ATTENTION COMMERCIAL REVIEW PROCESS REQUIRED

**Contact the Franklin County Building Department to be placed on the county P & Z agenda & BCC for the commercial review process at (850) 653-9783.**

**Contact the Carrabelle City Clerk to be placed on the city P & Z and CCC agenda for the CCC agenda for the commercial review process at (850) 697-2727.**