

City of Palm Coast
Building Division
386-986-3780
palmcoastgov.com

CONTRACTORS NEWSFLASH

Residential and Mechanical Contractors

Changes to how Energy Calculations are uploaded to the Permit Portal

Effective October 1, 2024

Section R103.1.1.2 of the Florida Building Code, Energy Conservation, requires that a building's owner, architect, or authorized agent certify that the building complies with the code before a permit can be issued for construction or renovation.

The owner or their agent must submit a reporting form to the local building department along with the certification. The form should be a copy of the front page of the compliance form for the code chapter that demonstrates compliance. *This is the page with preparers signature and State of Florida Seal.*

The local building official is responsible for sending the reporting section of the form to the University of Florida, which represents the Florida Building Commission, on a quarterly basis in accordance with Florida Statute 553.907.

WHAT THIS MEANS FOR YOU:

This form will be required as a separate sheet when submitting your energy calculations.

The **document type** - State Card - Energy Calc

The **document file** - State Card

The remaining documents are to be uploaded as a single file (as you currently do).

Please communicate and share this information with anyone who may be submitting / uploaded documents for your business to avoid delays in the acceptance and processing of your packets.