

UNIFORM CONSTRUCTION/BUILDING PERMIT APPLICATION. CITY OF BLOUNTSTOWN, FL

Select One Trade: ___ Building; ___ Electrical; ___ Plumbing; ___ Mechanical; ___ Roofing; ___ Pool/Spa; ___ Demolition; ___ Fire Suppression; ___ Mobile Home Set-up; ___ Business Sign; ___ Change of Occupancy/Use; ___ Other (describe)_____

Jobsite Address: _____

Building Present Use: _____ Proposed Use: _____

Property Owner _____ Address _____

Owner Phone _____ Owner email address _____

Contractor _____ Co. Name _____ License No. _____

Contractor Phone(s) _____ Email address _____

Architect/Engineer's Name (if applicable) _____ Address _____

Architect/Engineer's Phone _____ Email address _____

Description of Work: ___ According to submitted Plans; OR, as described here (attach separate sheet(s) as necessary to furnish a complete description of work) _____

Valuation of work submitted \$ _____ . Valuation as approved by B.O. for permitting purposes \$ _____

If this application is for the Owner of the property applying for a permit when acting as their own contractor (an Owner/Builder permit), request the owner as contractor disclosure form from the building department. Execute and attach the required owner/builder disclosure statement, or execute and attach the required owner/electrician disclosure statement.

NOTICE: The Building Official may revoke the permit or remove/terminate electrical service, in case there has been any false statement or misrepresentation as to any material fact in the application or plans, on which a permit is based.

NOTICE: A separate permit must be secured for various other trades, including but not limited to; electrical work, plumbing, signs, roofing, pools/spas, furnaces, boilers, heaters, tanks, air conditioning, gas, etc..

Application is hereby made to obtain a permit to do the work and installation(s) as indicated. I certify that no work or installation has commenced, or will be commenced, prior to the issuance of a permit; ___ (initial if no work has commenced or will be commenced prior to issuance of a permit) ___ (initial if work has commenced). By signing below, I certify that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.

NOTICE: If this job involves the installation of any natural gas lines, a permit (separate from the building department permit) may be required by the municipality; contact the municipality's gas department for determination.

Authorized Signature (see note) Printed Name Date _____

Signature of Witness Printed Name

NOTE: Owner's signature if Owner is acting as Owner/Builder, OR Contractor's signature, OR Authorized agent signature.

Plan/Job Review Fee (50% of Dev. Fee) _____ ; DCA Fee _____ ; DBPR Fee _____ ; Dev. Fee _____

TOTAL BUILDING DEPT. FEE _____ (If the job has commenced prior to issuance of this permit, the fee has been increased)

Paid by _____ ; Cash _____ ; Check # _____

This application is approved for permit issuance by, and the foregoing fees approved by, _____, Building Official

jameswgrant@outlook.com . Cell phone 850-526-8367

Date: _____

The issued permit number associated with this application: _____

CONSTRUCTION PERMIT APPLICATION INFORMATION

The application review process by the Building Department is to ensure that all code requirements are met. A completed application package is required prior to review and issuance of a permit.

All work that requires permits must be permitted prior to any work being done. There are penalties for proceeding without a permit.

- 1) Development Order. If required for your project, a development order is required to be obtained prior to the issuance of a construction permit. The City Planning Department will advise whether or not a development order is required.
- 2) Do I need a permit? A permit is required when an owner, authorized agent, or contractor intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy/use of a building or structure. You can, when/if have questions, contact the Building Official, James Grant, @ 850-526-8367, or email @ jameswgrant@outlook.com, with a general description of the work you intend to do, for information pertaining to permit requirements.
- 3) Can an owner perform the work without a Contractor's license? Yes, within the bounds of Florida statutes. Permits are required. Upon permit application by an Owner who plans to do the work himself/herself, the Building Official will advise the applicant whether or not the permit can be issued.
- 4) Building Plans. Please submit your drawn plans, if any, with your permit application. If none are submitted, the Building Official will contact you if drawn plans are required.
- 5) Notice of Commencement. a) If the work is not HVAC (air conditioning/heating), then a Notice of Commencement (NOC) is required to be filed (at the county clerk of courts office) if the cost of the work is over \$2500.00. b) If the work is HVAC work, then a NOC is required to be filed if the cost of the work is over \$7500.00. c) If the work is a part of a larger project, then the NOC requirement has already been met, so you will not be required to file another NOC. The NOC form will be furnished by the Building Department when it is required to be filed for your project.
- 6) Roofing Affidavit. If the application is for roofing work, then an "Affidavit of Code Compliance For Roofing And/Or Reroofing" is required to be submitted with the permit application. The Building Department will furnish the form upon request.
- 7) National Flood Insurance Program. If your project is in a flood zone, the Building Official will contact you regarding submission requirements.
- 8) Fire Marshall Review. The Planning Department and/or the Building Department will advise you if your intended project is required to have Fire Marshall review.
- 9) Construction Project by Owner. An executed "Owners Disclosure Statement" is required to be submitted with the permit application. The Building Department will furnish the form upon request.
- 10) Electrical Project by Owner. An executed "Owners Electrical Disclosure Statement" is required to be submitted with the permit application. The Building Department will furnish the form upon request.
- 11) Swimming Pool/Spa Project. a) The owner is required, for a residential pool/spa, to submit an "Affidavit for Swimming Pool/Spa Owners". The Building Department will furnish the form. b) The Building Department will furnish, for a residential pool/spa, a "Residential Pool/Spa Building Permit General Information".
- 12) General Requirements for Single and Two Family Residential work. New building or structure, building or structure addition, accessory structures and pools/spas require submission of three (3) sets of plans, site plan, and plan review before permit(s) can be issued. Renovation and/or remodel may not require plans. Applicant is encouraged to consult with Building Official to determine if plans are required.
- 13) General Requirements for other than Single and Two Family work. New building or structure, building or structure addition, accessory structures and pools/spas require submission of three (3) sets of plans, site plan, and plan review before permit(s) can be issued. a) If the value of the work exceeds \$75,000.00, an Owner is not exempt from Florida Licensing requirements to qualify for permit issuance. b) If the value of the work exceeds \$25,000.00, the plans are required to be prepared by a Florida Licensed Architect or Engineer. Renovation and/or remodel, with a value of the work under \$25,000.00, may not require plans. Applicant is encouraged to consult with Building Official to determine if plans are required.
- 14) Building Valuation for Permitting Purposes. The construction valuation, to arrive at permit fees, will be calculated using the most current valuation table developed by the International Code Council, or the Building Official may, upon determining such valuation submission to be reasonable, accept the valuation submitted (if any) by the permit applicant.
- 15) Manufactured/Mobile Home Set Up Permit. a) If in a Flood Hazard Zone, and/or in the absence of the original manufacturer's installation instructions, the anchoring system shall be designed by a Florida licensed architect or engineer, indicating compliance with Manufactured Home Installation in Flood Hazard Areas, FEMA 85/September 1985. The foundation and piers shall comply with the requirements in Rule 15C-1.0102 and 15C-1.0103. b) If the intended use is other than single family residential, submit a fully dimensioned floor plan (including door sizes), and drawings of porch(s), deck(s), step(s), and ramp(s), with details indicating compliance with accessibility for handicapped.

NOTICE: The Building Official may revoke the permit and/or remove service, in the case where there has been any false statement or misrepresentation as to any material fact in the application or plans on which the permit is based.