PERMIT APPLICATION


DATE: ___________ PERMIT NUMBER: ___________
PERMIT TYPE: ____________________________
COMMERCIAL: _______ RESIDENTIAL: _______

PROPERTY INFORMATION:
PROJECT ADDRESS: _______________________
SITE LEGAL DESCRIPTION: ___________________
PARCEL I.D. NUMBER: _______________________
PROPERTY OWNER: _________________________ PHONE: (___)
OWNER’S ADDRESS: ________________________
CITY: ___________________ STATE: _______ ZIP: ___________

CONTRACTOR INFORMATION: (PLEASE COMPLETE OWNER/BUILDER AFFIDAVIT, IF APPLICABLE)
REGISTERED COMPANY NAME: _______________
ADDRESS: __________________ CITY: ________ ZIP: ___________
PHONE: (___) __________________ EMAIL: __________________
QUALIFIER’S NAME: _______________________
STATE LICENSE NUMBER: ______________ PCCLB LICENSE NUMBER: ___________

PROJECT INFORMATION: NEW ( ) ADDITION ( ) REMODEL ( ) OTHER ( )
DESCRIPTION / SCOPE OF WORK: __________________________________________
________________________________________________________
________________________________________________________
________________________________________________________
VALUE OF WORK: $ ______________ VALUE OF EXISTING STRUCTURE: $ ___________

OTHER PERMITS REQUIRED: (PLEASE COMPLETE SUBCONTRACTOR VERIFICATION FORM)
BUILDING: ______________ ELECTRICAL: ______________
PLUMBING: ______________ MECHANICAL: ______________
GAS: ______________ ROOFING: ______________
LOW VOLTAGE: ______________ ELEVATOR: ______________

W:\Forms - Building Department\CONVERTED ADA WEBSITE FORMS AND HANDOUTS 2019\Building-Permit-Application ADA-March 2020.docx
"WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT." Section 713.135(1) (a.), Florida Statutes (F.S.)

NOTICE: In addition to the work described under this permit, there may be additional requirements applicable to this property established by city, county, state and/or federal legislation. Further there may be additional permits required from other governmental entities such as the water management district, state agencies, or federal agencies, Section 553.79 (10), Florida Statutes.

Any permit for demolition or renovation shall contain an asbestos notification statement which indicates the owner’s or operator’s responsibility to comply with the provisions of Section 469.003, F.S., and to notify the Florida Department of Environmental Protection of his/her intentions to remove asbestos, when applicable, in accordance with state and federal law, Section 553.79(11), Florida Statutes. A letter from Pinellas County Air Quality shall also be provided.

The applicant shall file with the issuing authority, prior to the permitting, either a certified copy of the recorded notice of commencement or a notarized statement that the commencement has been filed for recording, along with a copy thereof. Section 713.13, Florida Statutes.

Owners, acting as their own contractors, are required to provide direct on site supervision of all work not being performed by licensed contractors. The owner-contractor shall not delegate any supervisory role to anyone who is not properly licensed for that scope of work. Section 489.103 Florida Statutes. (Must submit a signed and notarized “Owner / Builder Affidavit” Disclosure Statement.

APPLICANTS ARE RESPONSIBLE FOR COMPLYING WITH THE FEDERAL AND STATE OF FLORIDA REQUIREMENTS FOR THE AMERICANS WITH DISABILITIES ACT.

CONTRACTOR / AGENT (Print Name) ____________________________________________________________

SIGNATURE CONTRACTOR / AGENT: __________________________ DATE: __________________________

I understand that I am subject to enforcement, penalties and / or fines for violation if inspection of the property reveals that I have made additions, renovations or remodeling to the property which were not included in the permit documents.

ZONING APPROVAL (IF APPLICABLE): __________________________ BUILDING DEPARTMENT APPROVAL: __________________________

FLOODPLAIN APPROVAL (IF APPLICABLE): __________________________ FIRE / PUBLIC WORKS APPROVAL: __________________________