



BUILDING PERMIT APPLICATION

Residential 1 and 2 Units (Single Family/Duplex)
 Residential 3 or more Units (Multi-family)
 Commercial

JOB LOCATION	Parcel/Folio: _____ Job Address: _____ FEMA: BFE: _____ Flood Zone: _____ Owner's Name: _____ Owner's Address: _____ Owner's Phone No: _____ Owner's E-Mail: _____
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CONTRACTOR INFORMATION	<input type="checkbox"/> Contractor <input type="checkbox"/> Design Professional <input type="checkbox"/> Owner/Builder License # State Cert/Reg # _____ Qualifier: _____ Company Name: _____ Address: _____ Contractor's Phone: _____ Fax: _____ E-Mail: _____
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TYPE OF BUILDING PERMIT	<input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Door/Window <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Fence <input type="checkbox"/> Tree <input type="checkbox"/> Pavers <input type="checkbox"/> Sign <input type="checkbox"/> Shed <input type="checkbox"/> Screen Eng.	<input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Gas <input type="checkbox"/> Mechanical <input type="checkbox"/> Re-roof <input type="checkbox"/> Solar <input type="checkbox"/> Pool <input type="checkbox"/> Shutters <input type="checkbox"/> Marine <input type="checkbox"/> Driveway & Patio <input type="checkbox"/> Miscellaneous _____	TYPE OF FIRE PERMIT	<input type="checkbox"/> Fire Alarm <input type="checkbox"/> Fire Pumps <input type="checkbox"/> Fire Sprinkler System <input type="checkbox"/> Fossil Fuel Storage System <input type="checkbox"/> Hoods <input type="checkbox"/> Suppression <input type="checkbox"/> Spray Booths <input type="checkbox"/> Tents <input type="checkbox"/> Underground Fire Line <input type="checkbox"/> Standpipes	CONSTRUCTION TYPES	<input type="checkbox"/> Non-sprinkler <input type="checkbox"/> Sprinkler <input type="checkbox"/> IA <input type="checkbox"/> IB <input type="checkbox"/> IIA <input type="checkbox"/> IIB <input type="checkbox"/> IIIA <input type="checkbox"/> IIIB <input type="checkbox"/> IVA <input type="checkbox"/> IVB <input type="checkbox"/> VA <input type="checkbox"/> VB
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PROJECT INFORMATION	Description of Work: _____ _____ _____ _____ Project Name: _____ Declared Value: _____	<p style="text-align: center;">NEW & ALTERATION WORK AREA - SQ.FT.</p> Residential: Living: _____ Non-Living: _____ TOTAL SQ. FT. _____ Commercial: Interior: _____ Exterior: _____ TOTAL SQ. FT. _____
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SUBCONTRACTORS		LICENSE #	BUSINESS NAME	LICENSE HOLDER NAME
	ELECTRICAL			
	MECHANICAL			
	PLUMBING			
	ROOFING			
	SPECIALITY			

NOTICE: UNDER PENALTY OF PERJURY, THE CONTRACTOR IS DECLARING THAT ALL THE INFORMATION CONTAINED IN THIS BUILDING PERMIT APPLICATION IS TRUE AND CORRECT.

SIGN INFORMATION	Describe Type and Size(s) Proposed: _____ _____ _____ Linear Front Footage of Building: _____ Distance from Front Property Line: _____ Total Area of Existing On-Site Sign(s): _____ Total Area of Existing Off-Site Sign(s): _____ Total Area of Proposed Sign(s): _____
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DEMOLITION INFORMATION	By executing your signature below, you verify that the utilities have been disconnected from the referenced structure	
	UTILITY COMMISSION - SEWER DIVISION: _____	DATE: _____
	WATER DIVISION: _____	DATE: _____
	ELECTRIC DIVISION: _____	DATE: _____
	GAS COMPANY: FLORIDA PUBLIC SERVICE: _____	DATE: _____

REQUIRED ACCESS FOR INSPECTIONS NOTICE:

Issuance of this building permit automatically conveys to the City of New Smyrna Beach, and/or its authorized agents, the authority to enter the premises at reasonable hours for the purposes of inspecting the project for adherence to the terms of the permit, until such time as the project is complete **AND** the final inspections are approved.

NOTICE OF COMMENCEMENT INFORMATION:

If the cost of the proposed work has a value of \$2,500 or more (\$7,500 for HVAC) a Notice of Commencement must be recorded with the Volusia County Clerk of Courts. A copy of the recorded Notice of Commencement must be posted on the job site prior to receiving an inspection.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT

OWNER'S AFFIDAVIT
OWNER/BUILDER USE ONLY

I CERTIFY THAT ALL THE FOREGOING INFORMATION IS ACCURATE AND THAT ALL WORK WILL BE DONE IN COMPLIANCE WITH LL APPLICABLE LAWS REGULATING CONSTRUCTION AND ZONING.

Florida Statutes, 489.103(7):

State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor with certain restrictions even though you do not have a license. You must provide direct, onsite supervision of the construction yourself. You may build or improve a one-family or two-family residence or a farm building. You may also build or improve a commercial building, provided your costs do not exceed \$75,000. The building or residence must be for your own use or occupancy. It may not be built or substantially improved for sale or lease. If you sell or lease a building you have built or substantially improved yourself within 1 year after construction is complete, the law will presume that you built or substantially improved it for sale or lease, which is a violation of this exemption. You may not hire an unlicensed person to act as your contractor or to supervise people working on your building. It is your responsibility to make sure that people employed by you have licensed required by state law and by county or municipal licensing ordinances. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you, which means that you must deduct F.I.C.A. and withholding tax and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

Signature: OWNER/BUILDER

DATE

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this _____ day of _____, 20__.

By _____ who is personally known to me or who has produced _____ as identification, and who did not take an oath.

Notary Public

CONTRACTOR/AGENT/OWNER AFFIDAVIT

The undersigned states and affirms that he/she is the owner of the property or has been authorized to act by the owner under the legal description of property to be used for the proposed construction as described, and that, if the owner, the building is for his/her own use and occupancy and is not being built or offered for sale or lease.

Contractor/Agent Signature: _____ Print Name: _____ Date: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this _____ day of _____, 20__.

By _____ who is personally known to me or who has produced _____ as identification, and who did not take an oath.

Notary Public