



Building & Zoning Division
Application for all Permits except Trees and Engineering

FLORIDA BUILDING CODE
2007

Unless otherwise noted, complete every field.
 Write "N/A" if a section is not applicable to your property/project.

www.sarasotagov.com

Application Number _____

Please provide all four (4) pages of this application form when submitting a permit.

Primary Contractors Contact's Name: _____	Phone No.: () _____
Mailing Address: _____	Fax No.: () _____
City: _____ State: _____ Zip Code: _____	E-mail: _____

Parcel ID number: _____

SITE ADDRESS: _____

Current Use: _____ Proposed Use : _____

Type of Construction: I II III IV V One-Hour Protected

A detailed description of work: _____

Existing: Gross Square Footage ("Under Roof"): _____ Net Square Footage ("Under A/C"): _____

Additional: Gross Square Footage ("Under Roof"): _____ Net Square Footage ("Under A/C"): _____

Number of Buildings: _____ Number of Units: _____ Number of Stories: _____

Type of Use: Single- or 2-Family Res Multi-Family Residential Mixed Use Commercial

Type of Work: New Shed/Garage Reroof Electrical Sign
 Demo Add Bedroom(s) Repair Mechanical Tent
 Move Addition (No BRs) Remodel Plumbing Canopy / Shade

Construction Valuation: \$ _____ Prepay _____ Disk Yes () No () Number of Pages per set: _____

Occupancy Use Code: _____ Occupant Load: _____ Notice of Commencement Req'd: Yes No

*****Blueprints, Drawings and Supporting Docs. (Max 36" x 24"): RESIDENTIAL 2 SETS - COMMERCIAL 4 - 1 Extra set Civils*****

Contractor's Name: _____ City Registration No.: _____

Contractor's Address: _____ State Cert./Reg No.: _____

City: _____ State: _____ Zip Code: _____ Phone No.: () _____

E-mail: _____ Fax No.: () _____

Property Owner's Name: _____ Phone No.: () _____

Owner's Address: _____ Fax No.: () _____

City: _____ State: _____ Zip Code: _____ E-mail: _____

Architect/Engineer's Name: _____ Phone No.: () _____

Architect/Engineer's Address: _____ Fax No.: () _____

City: _____ State: _____ Zip Code: _____ E-mail: _____

- Check here to request that we obtain and use the Property Appraiser's value of the structure.
- Check here to use the certified appraisal (attached) that you provided valuing the structure at \$ _____

FBC 2007 105.3.3 An enforcing authority may not issue a building permit for any building construction, erection, alteration, modification, repair or addition unless the permit either includes on its face or there is attached to the permit the following statement: **"NOTICE:** In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies."

Are you installing both Air Handler & Condenser? Yes No

Have you performed equipment sizing analysis and visual duct inspection per F.S. 552.912? Yes No

Tree Protection Ordinance

Check here if **no trees or palms exist** which will be removed or relocated .

If you were NOT able to check the above box, you are required to apply for a separate Tree

Removal Protection Permit. Call 941-365-2200 ext 4345 and ask the City Arborist for more information.

Pollution Control Division

A) If the activity involves an underground fuel storage tank, check the appropriate box:

No change in tanks Yes, tank(s) to be installed Yes, tank(s) to be removed

If you checked a box indicating tanks are to be installed or removed, your building permit must reflect this and you must contact the Air & Water Quality Protection Storage Tank Program at 941-650-9087.

B) If the activity involves renovation or demolition, answer the following:

Has the building even been used for any non-residential purpose? Yes No

If the building is residential, does it contain more than four (4) living units? Yes No

If the building is residential, is it being demolished to make way for a commercial, municipal or multi-unit residential project? Yes No

If you checked "Yes" for any of these three questions, you may be required to submit an Asbestos Survey & Project Notification Form in accordance with Federal Law. Please contact Sarasota County at 941-650-7519 and ask for the Air Quality Program for further details.

ASBESTOS REMOVAL DISCLOSURE STATEMENT

FOR PROPERTY OWNER'S ACTING AS THEIR OWN CONTRACTOR

State law requires asbestos abatement 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 asbestos abatement contractor even though you do not have a license. You must supervise the construction yourself. You may move, remove or dispose of asbestos-containing materials on a residential building where you occupy the building and the building is not for sale or lease, or the building is a farm outbuilding on your property. If you sell or lease such building within 1 year after the asbestos abatement is complete, the law will presume that you intended to sell or lease the property at the time the work was done, which is a violation of this exemption. You may not hire an unlicensed person as your contractor. Your work must be done according to all local, state and federal laws and regulations which apply to asbestos abatement projects. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal ordinances.

I certify that I have read the Asbestos Removal Disclosure Statement printed above and that I understand my obligations under Florida law and local and municipal ordinance. I further certify that I will comply with all provisions of those laws and ordinances and that I will allow any authorized employee of the City of Sarasota to enter the premises associated with this project for the purpose of ascertaining full compliance.

Signature of Owner

Notary

Date

My Commision Expires

OWNER'S DISCLOSURE STATEMENT
APPLICABLE TO OWNERS ACTING AS THEIR OWN CONTRACTOR

1. I understand that state law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed, may act as my own contractor with certain restrictions even though I do not have a license.
2. I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
3. I understand that, as an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
4. I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the costs do not exceed \$75,000.00. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
5. I understand that, as the owner-builder, I must provide direct, onsite supervision of the construction.
6. I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
7. I understand that it is a frequent practice of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My home-owner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
8. I understand that I 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 my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with the laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious **financial risk**.
9. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
10. I understand that I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, or the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at 850-487-1395 or at www.myflorida.com for more information about licensed contractors.
11. I am aware of, and consent to, an owner-builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following address _____.
12. I agree to notify the City of Sarasota immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure. Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if any unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage. Before a building permit can be issued, this disclosure statement must be completed and signed by the property owner and returned to the local permitting agency responsible for issuing the permit. A copy of the property owner's driver license, the notarized signature of the property owner, or other type of verification acceptable to the local permitting agency is required

OWNER'S AFFIDAVIT

I all work will be done in compliance with all the applicable laws

regulating construction. I agree to allow any authorized employees of the City of Sarasota to enter upon the premises associated with this project for the purpose of ascertaining compliance with the terms and conditions of the application or permit.

Signature of Owner

Notary

Date

My Commission Expires

APPLICATION FOR PERMIT BY CONTRACTOR

(Contractor or one of your registered agents please sign below)

Contractor Signature _____

Printed Name _____

Date _____

Agent's Signature _____

Printed Name _____

Date _____

The rest of this page for City use only

Fee Schedule

Triple Fee

Zoning _____
 Building _____
 Electrical _____
 Plumbing _____
 Gas _____
 AC/Mechanical _____
 Roofing _____
 Fire: Alarms _____
 Suppression _____
 Sprinkler _____
 Fire Final _____
 Radon Fee _____
 Demolition _____
 Historic Demo _____
 Cert. Of Occupancy _____
 Cert. Of Completion _____
 Signs _____
 Miscellaneous _____
 Public Art _____
 Scanning Fee _____
 Lien and Notary Fee _____
 Training & Certification _____
 Fire Impact Fees _____
 EMS Impact Fees _____

TOTAL DUE WHEN PERMIT IS ISSUED \$ _____

<u>Department</u>	<u>Init.</u>	<u>Date</u>
Building	_____	_____
Zoning	_____	_____
Engineering	_____	_____
Water/Sewer	_____	_____
Public Works	_____	_____
General Services	_____	_____
County Enviro.	_____	_____
Health	_____	_____
Planning	_____	_____
Other	_____	_____
Historical	_____	_____
Notified	_____	_____

<u>Zoning Notes</u>	<u>Flood Zone</u>

Approved / Declined *Date*

Zoning: Check here if EXEMPT from Impact Fees.

B01-11/04

ACCORDING TO THE CITY ZONING ORDINANCE CONSTRUCTION IS ALLOWED BETWEEN THE HOURS OF 6 AM - 9 PM WEEKDAYS, AND 9 AM - 9 PM ON WEEKENDS & HOLIDAYS.