



**Building & Zoning Division  
Building Activity**

Notice to Contractors

Beginning January 2, 2009 all building permit applications will require the notarized signature of the owner.

All building permit applications submitted by contractors are required to have the notarized signature of the property owner on the application. The owner does not have to come into the office to satisfy this requirement unless the owner is listed as one of the subcontractors. Owners acting as their own contractor or listed as a subcontractor are required to personally appear and sign the application per Florida Statute 489.103(7).

This requirement is being initiated due to on-going problems with open/expired permits. Over the years open/expired permits have become problematic for owners selling their homes. In some cases additional costs were incurred and closings were delayed due to these open/expired building permits.

It is important that all documentation reflects a clear understanding between the contractor and the owner with respect to the conditions of the permit.

Sincerely,

A handwritten signature in black ink that reads "Donald Vancini".

Donald Vancini  
Chief Building Official