



COMMERCIAL PERMIT APPLICATION

NON-REFUNDABLE APPLICATION FEES DUE AT TIME OF SUBMITTAL / APPLICATIONS IN PENCIL WILL NOT BE ACCEPTED

RSN# \_\_\_\_\_ REFERENCE # \_\_\_\_\_

PROPERTY INFORMATION EFFECTIVE CODE IS 2010 FBC

Tax Parcel Number (Short) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Long Parcel Number \_\_\_\_\_

Owner/Leaseholder's Name \_\_\_\_\_ Day Phone # \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Fee Simple Titleholder (If other than owner) \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

JOBSITE ADDRESS:

Number	Direction	Street Name	Type	Suite/Lot
City _____			County _____	Zip _____

Legal Description (include Lot #) \_\_\_\_\_

\_\_\_\_\_

DESCRIPTION OF WORK PROPOSED: (explain) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check here if Owner/Contractor-Business for own use, occupancy & under \$75,000 [    ] - or- Rental / lease property [    ]

LICENSE CONTRACTOR INFORMATION:

Name of License Holder \_\_\_\_\_ License # \_\_\_\_\_

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Mobile # \_\_\_\_\_

E-Mail Address for business use \_\_\_\_\_ Fax # \_\_\_\_\_

The standard method of notification is by e-mail, when available

Preferred Pick up location: Daytona Beach \_\_\_\_\_ DeLand \_\_\_\_\_ Private Provider Review: Yes \_\_\_\_\_ No \_\_\_\_\_ Private Provider Inspections: Yes \_\_\_\_\_ No \_\_\_\_\_

SUBCONTRACTORS: Enter license number for each subcontractor

LICENSE #	CARD HOLDER'S NAME	LICENSE #	CARD HOLDER'S NAME
ELEC _____	_____	PLUMB _____	_____
HVAC _____	_____	ROOF _____	_____
ARCH _____	_____	ENG _____	_____
OTHER _____	_____	OTHER _____	_____

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. **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.** \*\* I hereby declare that all information contained in this building permit application is true and correct\*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Check one: \_\_\_\_\_ Owner/Builder (*Must personally appear in office & sign*) \_\_\_\_\_ Contractor or Authorized Agent (*Agent must submit power of attorney*)

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Affirmed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by \_\_\_\_\_

Personally known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

Signature of Notary Public State of Florida

Seal: \_\_\_\_\_  
Print, Type or Stamp Name of Notary

COMMERCIAL WORKSHEET (PLEASE TYPE OR PRINT CLEARLY)

**ELECTRICAL INFORMATION:** Electric Required? Yes\_\_\_\_\_ No\_\_\_\_\_ Existing Service?\_\_\_\_\_ New Service?\_\_\_\_\_ Upgrade Service?\_\_\_\_\_ Limited Use?\_\_\_\_\_ Disconnect/Reconnect?\_\_\_\_\_ Temporary Underground?\_\_\_\_\_ **Temp Pole:** Yes\_\_\_\_\_ No\_\_\_\_\_

**Number New/Altered Circuits**\_\_\_\_\_ **Electric Company.**\_\_\_\_\_ **Service Size: NEW** Amps\_\_\_\_\_

Volts\_\_\_\_\_ Phase 1PH\_\_\_\_\_ 3PH\_\_\_\_\_ **OLD** Amps\_\_\_\_\_ Volts\_\_\_\_\_ Phase 1PH\_\_\_\_\_ 3PH\_\_\_\_\_

**MECHANICAL (HVAC):** Required? Yes\_\_\_\_\_ No\_\_\_\_\_ Electric\_\_\_\_\_ Gas\_\_\_\_\_ Oil\_\_\_\_\_ Heat Pump\_\_\_\_\_ A/C\_\_\_\_\_ Duct Work?\_\_\_\_\_ General?\_\_\_\_\_ Roof Top Equipment?\_\_\_\_\_ Type of Equipment:\_\_\_\_\_ Equipment Location: Inside\_\_\_\_\_ Outside \_\_\_\_\_

Type of Heating System\_\_\_\_\_ No. of BTU's\_\_\_\_\_ Type of Cooling System\_\_\_\_\_

No. of Tons\_\_\_\_\_ **Declared HVAC Costs** \_\_\_\_\_ .00

**PLUMBING INFORMATION:** Plumbing Required? Yes\_\_\_\_\_ No\_\_\_\_\_ # of Plumbing Fixtures \_\_\_\_\_ Sewer/Septic Connection\_\_\_\_\_ Utility Connection\_\_\_\_\_ Well Connection\_\_\_\_\_ Piping?\_\_\_\_\_ Water Heater?\_\_\_\_\_ Connection?\_\_\_\_\_ Backflow Preventer?\_\_\_\_\_ General? \_\_\_\_\_

Water Source\_\_\_\_\_ Water Company\_\_\_\_\_

Sewer Source\_\_\_\_\_ Sewer Company\_\_\_\_\_

**GAS INFORMATION:** Gas Required? Yes\_\_\_\_\_ No\_\_\_\_\_ Type of Gas: (LP or Natural)\_\_\_\_\_

Tank Location: Above Ground \_\_\_\_\_/Underground \_\_\_\_\_ Number of Gas Outlets\_\_\_\_\_

**ROOF INFORMATION:** TYPE OF ROOF: Shingle\_\_\_\_\_ \*Metal\_\_\_\_\_ \*Tile\_\_\_\_\_ \*Other\_\_\_\_\_ Sloped\_\_\_\_\_

Low Sloped\_\_\_\_\_ Combination\_\_\_\_\_ **\* These roof types requires a licensed roofer (except for owner/builders)**

**FIRE INFORMATION:** Fire Alarm Required?\_\_\_\_\_ Fire Protection Required?\_\_\_\_\_ Sprinklers Required?\_\_\_\_\_ Fire Alarm Provided?\_\_\_\_\_ Sprinklers Provided?\_\_\_\_\_ Sprinkler Heads \_\_\_\_\_ Declared Fire Alarm Cost \$ \_\_\_\_\_ .00 Standpipes \_\_\_\_\_

Siamese Connections\_\_\_\_\_ Roof Manifold Lines \_\_\_\_\_

**FLOOD ZONE:** If the building is located in a 100 year Flood Hazard area (A, AE, AH, V), a FEMA Flood Certification form is required.

Flood Zone X\_\_\_\_\_ V\_\_\_\_\_ A\_\_\_\_\_ BASE FLOOD ELEV (A or V)\_\_\_\_\_ Min Floor Elev \_\_\_\_\_ .00

**TREE CLEARING INFORMATION:** One Site Plan required showing the area to be cleared & location of tree protection barrier.

Tree Information: Lot size: Square Feet \_\_\_\_\_ Frontage \_\_\_\_\_ ft Depth \_\_\_\_\_ ft

**USE PERMIT INFORMATION:** One Site Plan required showing width of drive at property line & edge of road \*\*\*Pursuant to Chapter 556, Florida Statutes, as amended, an excavator shall call **811**, (Sunshine811.com) before beginning excavation. The process takes 2 full business days. Day 1 starts the day after you call.\*\*\*

Driveway? Yes\_\_\_\_\_ No\_\_\_\_\_ Connected to Road Type: City \_\_\_\_\_ County \_\_\_\_\_ Private \_\_\_\_\_ State \_\_\_\_\_

Number of Culvert Pipes \_\_\_\_\_ Size \_\_\_\_\_ Driveway approach to: Paved Rd \_\_\_\_\_ Unpaved Rd \_\_\_\_\_

**CONSTRUCTION COSTS: DECLARED PROJECT COST:** (Include labor & materials) \$ \_\_\_\_\_ .00

**PERMIT INFORMATION:** Permit to Complete? \_\_\_\_\_ After the Fact Permit? \_\_\_\_\_ Change of Use? \_\_\_\_\_ Additional Parking? \_\_\_\_\_

Primary Occupancy \_\_\_\_\_ Number of Dwelling Units \_\_\_\_\_ Number of Stories \_\_\_\_\_ Ground Floor Habitable? \_\_\_\_\_

Primary Use Area (Sq Ft) \_\_\_\_\_ Garage Area (Sq Ft) \_\_\_\_\_ Other Area (Sq Ft) \_\_\_\_\_

**Will the lowest floor level be 12” above any adjacent roads?** Yes\_\_\_\_\_ No\_\_\_\_\_

**TIED/RELATED PERMIT:** TREE \_\_\_\_\_ USE \_\_\_\_\_ WETLAND \_\_\_\_\_

OTHER \_\_\_\_\_ WELL PERMIT # \_\_\_\_\_ SEPTIC PERMIT # \_\_\_\_\_

**ADDITIONAL STRUCTURES? Yes\_\_\_\_\_ No\_\_\_\_\_**

Structure 1: \_\_\_\_\_ / \_\_\_\_\_ sq ft

Structure 2: \_\_\_\_\_ / \_\_\_\_\_ sq ft

Structure 3: \_\_\_\_\_ / \_\_\_\_\_ sq ft

Structure 4: \_\_\_\_\_ / \_\_\_\_\_ sq ft

Structure 5: \_\_\_\_\_ / \_\_\_\_\_ sq ft

**Declared Construction Cost (Attached Structures Only):** (include labor & materials) \$ \_\_\_\_\_ .00

**PROPERTY ACCESS: Directions to property** (Physical Location) \_\_\_\_\_

\_\_\_\_\_ **GATE CODE** \_\_\_\_\_

Bonding Company Name \_\_\_\_\_ Address \_\_\_\_\_

Mortgage Lender’s Name \_\_\_\_\_ Address \_\_\_\_\_

Arch’s/Engr’s Name \_\_\_\_\_ Address \_\_\_\_\_