BUILDING PERMIT APPLICATION

295 Riverside Circle | Naples, Florida 34102
239-213-5020

Accessory Dwelling Unit
Florida Building Code, 8th Edition

Section A: Property Information
A.1. Property Address:

A.2. Property Owner:	A.3. Parcel #:

A.4. Legal Description:

Section B: Structure Type
B.1. Building Type: ☐ Commercial # of units: _____ *(Complete B.2.-B.4.)*   ☐ Multi-Family Residential # of units: _____ ☐ Single Family
B.2. Construction Type per Table 601 FBC: ☐IA ☐ IB ☐IIA ☐IIB ☐IIIA ☐IIIB ☐IV ☐VA ☐V

B.3. Occupancy Type:	B.4. Business Type:

Section C: Contractor Information
C.1. Applicant Type: ☐ Contractor *(Complete C.2.-C.2.5.)* ☐ Owner Builder *(Complete C.3-C.3.2.)*
C.2. Company Name:

C.2.1. License Number:	C.2.2. Qualifier Name:
C.2.3. Company Phone:	C.2.4. Email:

C.2.5. Company Address:
C.3. Owner Builder Name:

C.3.1. Phone Number:	C.3.2. Email:

Section D: Permit Information
D.1. Estimated Job Cost $:
D.2. Description of Work:

Section E: Permit Type *(Complete E.1.-E.4.)*		
E.1. ☐ Building ☐ N/A	E.1.1. Total Sq Footage:	E.1.2. Total A/C Sq Footage:
E.2. ☐ Mechanical ☐ N/A	E.2.1. Total Sq Footage:	
E.3. ☐ Roof ☐ N/A	E.3.1. Roof Type:	E.3.2. # of roof squares:
E.4. ☐ Driveway Permit ☐ N/A		

Section F: Application Terms
F.1. I have read and reviewed the permit checklist ☐ Yes ☐ No
F.2. This application form has been filled out completely. I understand that if any items are left blank the application will be rejected. ☐ Yes ☐ No

Acknowledgement of Naples Regulations

Application is hereby made to obtain a permit to do the work or installation as indicated. I certify that no work has commenced prior to issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. The permit or application fees may have additional fees imposed for failing to obtain permits prior to commencement of construction.

The approved permit and/or permit application expires if not commenced within 180 days from the date of issuance. If an application is not pursued in good faith within 180 days of the application date it will be withdrawn. The permittee further understands that only licensed contractors may be employed, and the structure will not be used or occupied until a Certificate of Occupancy/Completion is issued. By signing this permit application, I agree that I have been retained by the owner/permittee to provide contracting services for the trade for which I am listed. I understand it is my responsibility to communicate all information about the application to the property owner. Furthermore, it is my responsibility to notify the Building Department should I no longer be the contractor responsible for providing said contracting services. I further agree that I understand that the review and issuing of this permit does not exempt me from complying with all City Ordinances, State & Federal Regulations. It is further understood that the property owner/permittee is the owner of the permit and that a signed request from the property owner is required to withdraw/cancel a permit and/or a permit application.

Section G: Property Owner/Agent of Owner Acknowledgment

The contractor may sign as the Agent of the owner so long as the contract with the property owner allows such an action.
Owner Builder must complete sections A & B as well as the Owner-Builder Affidavit form.

G.1.   Property Owner/Agent of Owner (Print Name): _____

G.2.   Property Owner/Agent of Owner Signature: _____

G.3.   State of _____, County of _____

The foregoing instrument was acknowledged before me

G.4.   by means of ☐ physical presence or ☐ online notarization

G.5.   this _____ day of _____, 20_____

G.6.   by _____ (name of person)

G.7.   who is ☐ personally known to me, or ☐ who has produced
_____ as identification.

G.8. Notary Signature: _____

G.9. Notary Seal:

Section H: Qualifier/Owner Builder Acknowledgment

H.1.   Qualifier (Print Name): _____

H.2.   Qualifier Signature: _____

H.3.   State of _____, County of _____

The foregoing instrument was acknowledged before me

H.4.   by means of ☐ physical presence or ☐ online notarization

H.5.   this _____ day of _____, 20_____

H.6.   by _____ (name of person)

H.7.   who is ☐ personally known to me, or ☐ who has produced
_____ as identification.

H.8. Notary Signature: _____

H.9. Notary Seal: