



**City of Naples - Building Department**

295 Riverside Circle | Naples, Florida 34102  
Phone: (239) 213-5020  
www.naplesgov.com

**MISCELLANEOUS  
PERMIT APPLICATION**

Florida Building Codes, 7th Edition  
**(SHEDS, AWNINGS, ANTENNAS, ESTATE SALE)**

**Job Information:**

Permit Application #: \_\_\_\_\_

Tax/Folio#: \_\_\_\_\_ Legal Description: \_\_\_\_\_

Job Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Est. Cost: \$ \_\_\_\_\_ Number of units: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

Number of Items to be installed: \_\_\_\_\_ Total square footage: \_\_\_\_\_

Actual Setbacks (feet): Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

Description of Work: \_\_\_\_\_

\_\_\_\_\_

**Contractor Information:**

Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Qualifier's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

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

Engineer: \_\_\_\_\_ License #: \_\_\_\_\_

Address: \_\_\_\_\_

***Sub-Contractor information must be supplied if other work will be performed***

Sub-Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Address: \_\_\_\_\_

Sub-Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Address: \_\_\_\_\_

**The following must be included with the application:**

\_\_\_ One copy of a site plan showing the location of the work to be performed.

\_\_\_ One copy of Engineered Drawings.

## Awning Regulations and Information

- ~~1. Plan size should be 24X 36, maximum, on standard sized paper. Plans must be to scale.~~
2. If engineering for the structure and materials being used is not on file, the contractor is responsible for supplying the drawings with an original signature and the raised seal of a Registered Florida Professional Engineer or Architect to City of Naples Department.
3. Any awning or canopy, which extends 4 feet or more from an attached sprinkled building, must be equipped with an automatic fire sprinkler system.
4. See Comprehensive Development Code for Special Overlay Districts.
5. The fee for this permit is \$0.30 per square foot of the gross square footage of the structure. The minimum fee shall be \$100.00. A plan review fee, equal to 20% of permit fee, will be due at time of application. If plan review fee is less than \$30.00, it will be collected at time permit is issued, or upon withdrawal. The plan review fee is not refundable, nor is it credited to any other fee. Initial Required Building & Fire Code Inspections: \$35.00 each inspection.

*More information can be found in Section 56-54 of the Code of Ordinances*

## Estate Sales Regulations and Information

**The following must be included with the application:**

- Copy of Certificate of Liability
- Copy of Occupational License/Business License  
(Business license is for City where the Applicant's business is located.)
- A letter of permission, from the property owner, must be submitted if the applicant does not own the property where the sale is being held.

**Regulations and Information:**

1. One sign not to exceed 4 square feet.
2. Off-site signage is not permitted.
3. Application fee is \$50.00.

Recorded Notice of Commencement must be posted if the project valuation exceeds \$2,500.00  
**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**Contractor's Affidavit:**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced. **No work whatsoever will commence until the building permit has been issued.**

- The permit fee will be doubled if work is started without an approved permit.

\_\_\_\_\_  
Print Name of Qualifier

\_\_\_\_\_  
Signature of Qualifier

State of Florida

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of \_\_\_physical presence or \_\_\_online notarization this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ by \_\_\_\_\_, who is \_\_\_personally known to me or \_\_\_has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature, Notary Public - State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary