



City of Naples | Building Department
295 Riverside Circle | Naples, Florida 34102
239-213-5020

Demolition, Pile Driving, New Construction, Addition Contractors

The Naples Code of Ordinances, Section 16-291 Construction Site Management, requires contractors and owner-builders involved in the construction of structures to notify (by mail) the owner of properties located within 100 feet of the outer limits of the subject property. Such notification shall take place at least 14 days prior to construction and shall include the contractors or owner-builder phone number, the phone number of the Building and Zoning after-hours Construction Site Inspector, and the timetable for construction activities.

The contractor or owner-builder must offer all adjacent properties an opportunity to have their properties inspected by an engineer/inspector prior to demolition and/or pile driving. The intent of this inspection is to create a record of conditions prior to work occurring. The contractor or owner-builder must also offer all adjacent properties an opportunity to have on-site seismic monitoring during demolition and/or pile driving. Adjacent properties typically share or touch a common point. (Properties separated by an alley are considered adjacent properties located across streets and canals are not considered adjacent).

As per Section 16-291, a permit for construction, demolition of an existing structure (tear down) and/or to drive piles (pile driving) will be issued until the contractor of record signs and attests to the "Demo, Pile Driving & New Construction Notification & Offer" form attached to the respective permit application. The contractor must also attach a copy of the letter(s) sent, a list of property owners with addresses, along with a receipt or other proof of mailing.

The contractor of record or the owner-builder shall be the party responsible to insure that the notification and offers have been made and that reasonable effort to comply with the requirements of this ordinance has occurred. Records of these offers shall be maintained by the contractor or owner-builder and be made available to the Building and Zoning Division upon request.



City of Naples | Building Department
295 Riverside Circle | Naples, Florida 34102
239-213-5020

Notification & Offer Form Demolition, Pile Driving, New Construction, Addition

Permit Application #: _____

Property Address: _____

Please check all that apply and select N/A for items not applicable:

or N/A: I have notified all property owners within 100 feet of the outer limits of the subject property at least 14 days prior to commencement of construction, demolition and/or pile driving or similar activities. This notification includes: a phone number for the contractor or owner-builder, the phone number of the Building and Zoning after-hours Construction Site Inspector, and the timetable for construction activities - Required

or N/A: N/A: I have made an offer to all adjacent property owners to have an engineer/qualified inspector conduct a pre-demolition or pre-pile driving inspection prior to commencing any of the referenced or similar activities.

or N/A: I have made an offer to all adjacent property owners, to have on-site seismic monitoring during demolition or pile driving.

or N/A: I have attached a copy of the letter(s) sent, a list of property owners with address, and a receipt or other proof of mailing. – Required

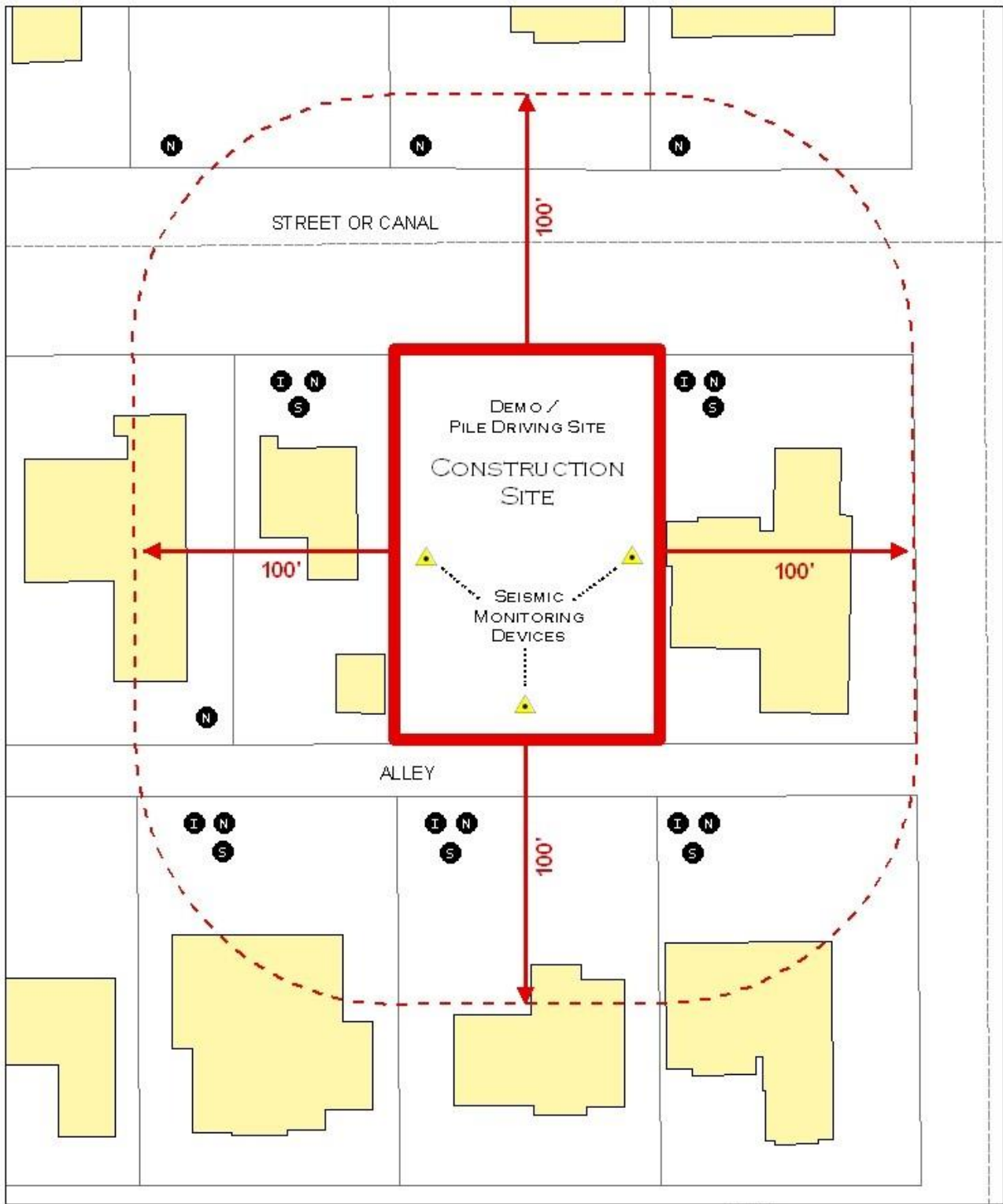
As per the Naples Code of Ordinances, Section 16-291 Construction Site Management, I am attesting to the fact that the above notifications and offers have been made in accordance with the referenced code.

I certify that the above information is true and correct to the best of my knowledge.

Printed Name of Contractor or Owner-Builder: _____

Signature of Contractor or Owner-Builder: _____

Date: _____



GIS DIVISION

City of Naples
 295 Riverside Circle
 Naples, Florida 34102
 Ord. 16-291

The City of Naples assumes no liability for errors or omissions in the accuracy of this map.

LEGEND

- N** Notification Required
- I** Inspection Offer Required
- S** Seismic Monitoring Offer Required

