

**OKALOOSA COUNTY DEPARTMENT OF GROWTH MANAGEMENT  
BUILDING PERMIT APPLICATION**

Tax Folio No. \_\_\_\_\_  
**Building Permit Application**  
**Permit Form 01-0402**  
**(Revised 11-21-08)**

**Permit #:** \_\_\_\_\_

**CUSTOMER #:** \_\_\_\_\_

**CHECK ONE:** Commercial \_\_\_\_\_ Residential \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Owner's Address \_\_\_\_\_ Fax #: \_\_\_\_\_

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

Contractor's Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Contractor's State Certification or Registration No: \_\_\_\_\_

Contractor's Certificate of Competency No: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

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

Legal Description: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision/PUD: \_\_\_\_\_

Job Name: \_\_\_\_\_

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

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

Job Description: \_\_\_\_\_

Example: (SFD wood frame/metal frame/masonry etc.) (Commercial Retail masonry construction, single story etc.)

Property Tax I.D. Number: \_\_\_\_\_

Height of Structure: \_\_\_\_\_ No. of floors: \_\_\_\_\_ No. of units: \_\_\_\_\_

Total Square Footage: \_\_\_\_\_

(This is from outside of wall to outside of wall and includes garages, carports, porches, balconies, lanais etc.)

Architect/Engineer's Name: \_\_\_\_\_

Architect/Engineer's Address: \_\_\_\_\_

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

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(Plans Examiner use only)

Plans Accepted \_\_\_\_\_ or Rejected: \_\_\_\_\_  
(1st) (2nd) (3rd)

Occupancy Type/Use Classification: \_\_\_\_\_ Group: \_\_\_\_\_

Construction Type: IA ( ) IB ( ) IIA ( ) IIB ( ) IIIA ( ) IIIB ( ) IV ( ) VA ( ) VB ( )

Project is \_\_\_\_\_ is not \_\_\_\_\_ located in the Wind Borne Debris Region.

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Fee Simple Title holder's Name (if other than owner): \_\_\_\_\_  
Fee Simple Title holder's Address (if other than Owner's): \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Bonding Company: \_\_\_\_\_  
Bonding Company Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mortgage Lender's Name: \_\_\_\_\_  
Mortgage Lender's Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Estimated Value: \$ \_\_\_\_\_ Total Value of Structure: \$ \_\_\_\_\_  
(Cost of Construction Contract) (For additions, remodels and repairs to ensure compliance with NFIP requirements)

Zoning District: \_\_\_\_\_ Future Land Use: \_\_\_\_\_

Is parcel vacant? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Has lot been split? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Are there easements on the property? \_\_\_\_\_

Variance: \_\_\_\_\_ Special Exception: \_\_\_\_\_

What is the current use of the existing building? \_\_\_\_\_

What is the proposed use? \_\_\_\_\_

Are there multiple road frontages? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Is the Parcel located on Tidal Water? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Is the Parcel located on Non-Tidal Water? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Flood Zone:** \_\_\_\_\_  
Flood Zone Designation

- A) All hazardous flood zones require an Elevation Certificate before a permit can be issued. (Construction in the V-Zone areas will require Elevation Certificates and Anchoring Certificates). Residential finished floor elevations should be constructed 12" above the actual crown of the road abutting the subject property if located in non-hazardous flood zones.
- B) Applications for Threshold Buildings shall have Certifications by the Architect, Engineer and Contractor attached hereto as required by Florida Statutes.
- C) A certified survey or plot plan drawn to scale is attached hereto showing existing structures, new structures, setbacks, easements etc.
- D) Check with the Inspection Counter to see if the proposed construction requires plans and plan review.
- E) For all residential, commercial & industrial projects, site plan review & approval is required from the Planning Division & other departments as deemed applicable. This does not apply to interior remodeling where the use of the commercial project is not changing.

F) The Building Code in effect as of the date of this application is the Florida Building Code 2004, which includes the Florida Energy Efficiency Code and the Florida Accessibility Code

Application is hereby made to obtain a permit to do the work and installation as indicated. I certify that no work 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. I understand that a separate permit must be secured for Electrical, Plumbing, Mechanical and Gas work, Signs, Pools, Furnaces, Boilers, Heaters, Tanks, Air Conditioners etc.

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 OF YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

Signature \_\_\_\_\_  
Owner/Agent Date

**NOTARY INFORMATION:**

STATE OF: \_\_\_\_\_ COUNTY OF: \_\_\_\_\_

The above license holder, whose name is \_\_\_\_\_, personally appeared before me and is known by me or has produced identification (type of I.D.) \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary's Signature My Commission Expires

**ACCEPTED FOR REVIEW BY:** \_\_\_\_\_

**Date Processed:** \_\_\_\_\_