



Addition - Residential Permit Guidelines

*Architectural/Engineered sealed plans required

These guidelines include permits for wood frame (truss) lanai additions and enclosing a lanai to create more living space.

CGC or CBC or Owner/Builder may apply for permit.

- Addition/Remodel application (includes Owner Builder Affidavit, if applicable)
- Two (2) sets of plans outlining scope of work.
- Two (2) copies site plan and/or surveys.
 - If parcel on septic need Health Dept Approval letter or stamped site plan.
- Two (2) copies of any additional documents, i.e. window/door NOA, e-calcs, etc.
- Burrowing Owl/Gopher Tortoise Affidavit
- Elevation certificate if located in flood zone (excluding X and 2PACFH).
- FEMA packet if located in flood zone AND elevation certificate is lower than base
- Signed Impervious Surface Calculation Worksheet if located in R-1 or RML zone
- NOC if value is \$2500 or greater.

Description:

- Scope of work, i.e. bedroom and dining room addition

Route to: OFFICE USE ONLY (Based on Scope of Work shown on plans)

Building Species if Owl, Eagle or Gopher Tortoise
Zoning

Processing: OFFICE USE ONLY

- Type: Addition w/sewer or septic
- Subtype: Residential

Inspections:

- Will vary depending on scope of work

Fees:

- Addition/Remodel Res calculated in the financial window in the deposit field.
- Surcharge YES

Expiration:

- Six (6) months. Must have approved inspection every 180 days to stay active. Permit automatically extends six (6) months from each approved inspection.