



## **PERMIT GUIDELINES NEW SINGLE FAMILY DUPLEX RESIDENCE**

Design must be in accordance with the current Florida Building Code for 130 mph wind load. FEMA Requirements must be met if in flood zone.

Recorded Deed may be required to prove ownership.

### **REQUIREMENTS**

- Completed permit application
- Completed burrowing owl/gopher tortoise affidavit
- Seawall affidavit (if applicable)
- Notice of Commencement
- Warranty Deed (if applicable)
- If property requires septic  
Approved septic permit from Lee County Health Department must be provided
- Hold Harmless if on well
- If property requires well Notice to Owner (water letter)
- **Two (2)** complete sets of Building Plans sealed by a Florida Registered Architect or Engineer. All pages of plans must have an Address Block containing street address, block and lot.

Each set must contain the following:

1. Sealed survey
  2. Site plan (with red HRS stamp if on septic)
  3. Manufacturer's truss layout with specific uplift/reaction list
  4. Door, window, garage door and shutter schedule
  5. Energy calculations (signed by preparer and owner)
  6. Drainage
- **Two (2)** extra copies of survey
  - **One (1)** extra copy of site plan

THIS HANDOUT IS TO BE USED AS A GUIDELINE AND IS SUBJECT TO CHANGE WITHOUT NOTICE.



**CITY OF CAPE CORAL**  
**Residential Building Permit Application**  
**New Construction Only**

PERMIT #	
DATE	CLERK

**EVERY SPACE MUST BE COMPLETED. IF AN ITEM DOESN'T APPLY, INDICATE N/A OR DRAW A LINE THROUGH THE SPACE PROVIDED.**

**THIS SECTION TO BE COMPLETED BY APPLICANT**

**CONTRACTOR INFORMATION**

Contractor Business Name \_\_\_\_\_ License Holder's Name \_\_\_\_\_  
Mailing Address (Please include Zip) \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ License # \_\_\_\_\_

**PROPERTY INFORMATION**

Property Name \_\_\_\_\_ Phone \_\_\_\_\_  
Block \_\_\_\_\_ Lot \_\_\_\_\_ Unit \_\_\_\_\_ Strap # \_\_\_\_\_  
Site Address \_\_\_\_\_ Const. Details Mastered  Yes  No Master # \_\_\_\_\_  
Flood Zone \_\_\_\_\_ Required Elevation \_\_\_\_\_ Setbacks to Foundation: Front \_\_\_\_\_ Rear \_\_\_\_\_ Right Side \_\_\_\_\_ Left Side \_\_\_\_\_ Rear Setback to Pool \_\_\_\_\_  
Lot Width (Bldg. Line) \_\_\_\_\_ Lot Width (Front Lot Line) \_\_\_\_\_ Existing Elevation \_\_\_\_\_ Crown of Road \_\_\_\_\_ Proposed Finish Floor Elevation \_\_\_\_\_ Lot Area \_\_\_\_\_  
# Bedrooms \_\_\_\_\_ # Baths \_\_\_\_\_ # of Stories \_\_\_\_\_ Living Area (Sq. Ft.) \_\_\_\_\_ Garage (Sq. Ft.) \_\_\_\_\_ Covered Entry (Sq. Ft.) \_\_\_\_\_ Covered Lanai (Sq. Ft.) \_\_\_\_\_  
Total Bldg Area (Sq. Ft.) \_\_\_\_\_ Construction Value \$ \_\_\_\_\_

**SUB INFORMATION**

Elec. Amps \_\_\_\_\_ Roof Type # \_\_\_\_\_ Sq. Ft.  Shingle  Tile  Metal  Flatdeck  Other  
Plumbing # of Fixtures:  T-pole  Tug  Top \_\_\_\_\_ A/C: Ton \_\_\_\_\_ Seer \_\_\_\_\_ KW \_\_\_\_\_  
Mark all that Apply:  Stem  Mono  Columns  Post  Septic  Well  Water  Pine Island Water  Sewer

**BUILDING PERMIT APPLICATION ADDENDUM**  
(MUST BE COMPLETED IF CONSTRUCTION VALUE IS \$2,500.00 OR MORE)

Fee Simple Titleholder's Name (if other than owner)	Fee Simple Titleholder's Address
Bonding	Bonding Company's Address
Architect / Engineer's Name	Architect / Engineer's Address
Architect / Engineer's Phone	Architect / Engineer's Fax
Mortgage Lender's Name	Mortgage Lender's Address

Complete name required  
Must mirror warranty deed, i.e.  
John A. and Linda S. Doe

Block and lot must match the strap #. If strap has been split only show strap # of the parcels under construction. (If you have questions contact Zoning at 239-574-0553)

Ensure address reflects correct street # and St, Ave, Pl, Blvd. If duplex, both addresses should be noted.

Measured from closest structure line to front lot line, from side lot line to side lot line.

Street width on site plan measured from side lot line to side lot line.

Total Bldg Area sq. ft. Includes living area, garage, entry and lanai

Measured from the prospective parcel line to the nearest part of the structure

Total amount of land within the lot lines ie: 125.25 X 85 = 10,646.25

Construction Value = Total sq. ft. X \$75



**CITY OF CAPE CORAL**

**Residential Building Permit Application  
New Construction Only**

PERMIT #	
DATE	CLERK

**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".

**NOTICE:** In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county or that may be required from other governmental entities such as water management district, state agencies or federal agencies.

- Application is hereby made to obtain a permit to do the work and installation as indicated. I certify that no work or 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 further certify that I have entered into a contract with the owner/agent of the subject property to make the specified improvements to, or perform the contracting at, the real property specified in this application. I have also made the owner/agent aware of the provisions of the Homebuyers Protection Act.
- I certify that all the foregoing information is accurate, the city has been advised of all easements on the property and all work will be done in compliance with all applicable laws regulating construction and zoning.
- I acknowledge and accept responsibility for compliance with the 2001 Florida Building Code, regulations, and ordinances, as well as the payment of all legally constituted fees regarding this development application, including but not limited to ALL REVIEW FEES, PERMIT FEES, AND IMPACT FEES.
- I also understand that Cape Coral's Code of Ordinances, Section 5.4 (3) (2), LU 203, requires the submittal of a FINISHED FLOOR ELEVATION depicting the Lowest Finished Floor Elevation relative to the crown grade of the public thoroughfare on which the property abuts as being at or exceeding the One-Hundred Year Flood Elevation for the appropriate Flood Hazard Zone. A Flood Elevation Certificate must be prepared by a Registered Florida Land Surveyor and/or Engineer. Further, the Finished Floor Elevation must be submitted and approved by Building Code Compliance prior to Tie Beam Inspection or rough Frame Inspection on Frame Structure.
- I understand that a separate permit must be secured for **electrical work, plumbing, signs, wells, pools, furnaces, boilers, heaters, tanks and air conditioners, etc.**

Date \_\_\_\_\_ Signature of Owner (or contractor with authorization) \_\_\_\_\_

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

Subscribed and sworn to (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ who is personally known or produced \_\_\_\_\_ as identification.

Exp. Date \_\_\_\_\_ Commission Number \_\_\_\_\_ Signature of Notary Public \_\_\_\_\_

(SEAL)

Printed name of Notary Public \_\_\_\_\_