

# COLLIER COUNTY BUILDING PERMIT APPLICATION

Growth Management Department | 2800 N. Horseshoe Drive, Naples, Florida 34104 TEL: 239-252-2400

**Please fold plans with the plain side out. Ensure documents are stapled inside each set of plans.**

[ ] Residential 1 or 2 Units (Single Family/Duplex) [ ] Residential 3 or more Units (Multi-family) [ ] Commercial

Permit No. \_\_\_\_\_

Master Permit No. \_\_\_\_\_

JOB LOCATION	Parcel/Folio: _____ Job Address: _____ Owner's Phone No.: _____ Owner's Name: _____ Lot: _____ Block: _____ Unit: _____ Subdivision: _____ Township: _____ Range: _____ Section: _____ FEMA: BFE: _____ Flood Zone: _____ SDP/PL: _____ Code Case: _____ COA: _____		CONTRACTOR INFORMATION	[ ] Contractor [ ] Design Professional [ ] Owner Builder License# State Cert/Reg.- Prefix: _____ #: _____ Company Name: _____ Qualifier/Professional Name: _____ Contact Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone _____ Fax: _____ E-mail Address: _____	
	<div>TYPE OF BUILDING PERMIT</div> <div> <div>[ ] Alteration [ ] Convenience Book [ ] Demo [ ] Door/Window [ ] Electric/Low Voltage [ ] Electric from House [ ] Fence [ ] Gas [ ] Marine OTHER _____</div> <div> <div>[ ] Mechanical [ ] Mobile Home [ ] New Construction [ ] Plumbing [ ] Pool [ ] Re-roof [ ] Screen Enclosure [ ] Shutter [ ] Sign/Flagpole [ ] Solar</div> </div> </div>			<div>TYPE OF FIRE PERMIT</div> <div> <div>[ ] Clean Agent System [ ] Fire Alarm [ ] Fire Alarm Monitoring [ ] Fire Pumps [ ] Fire Sprinkler System [ ] Fossil Fuel Storage System [ ] Hoods</div> <div> <div>[ ] LP Gas [ ] Pre-Engineered Fire [ ] Suppression [ ] Standpipes [ ] Spray Booths [ ] Tents [ ] Underground Fire Lines</div> </div> </div>	
SUB CONTRACTORS	<div>[ ] Private Provider [ ] Roofing [ ] Septic [ ] Shutters [ ] Permit by Affidavit</div> <div> <div>[ ] Plumbing [ ] Electrical [ ] Low Voltage [ ] Mechanical</div> </div>		CONSTRUCTION TYPE	<div>[ ] Non-sprinkled [ ] Sprinkled</div> <div> <div>[ ] IA [ ] IB [ ] IIA [ ] IIB [ ] IIIA [ ] IIIB [ ] IVA [ ] IVB [ ] VA [ ] VB</div> </div>	
	Occupancy Classification(s): _____				
PROJECT INFORMATION	Description of Work: _____ _____				
	Project Name: _____ Declared Value \$: _____				
	<b>NEW CONSTRUCTION/ADDITION AREA</b> <b>If applicable:</b> # Stories/Floors: _____ # Units: _____ #Tons: _____ # Bedrooms: _____ #Baths: _____ <b>RESIDENTIAL:</b> Living: _____ Non-living: _____ Total sq. ft.: _____ <b>COMMERCIAL:</b> #Fixtures: _____ Interior: _____ Exterior: _____ Total: _____			<b>ALTERATION WORK AREA - SQ. FT.</b>  <b>RESIDENTIAL:</b> Living: _____ Non-living: _____ <b>TOTAL SQ. FT.:</b> _____ <b>COMMERCIAL:</b> Interior: _____ Exterior: _____ <b>TOTAL SQ. FT.:</b> _____	
UTILITIES	<b>SEWAGE:</b> [ ] Septic [ ] Ave Maria [ ] City of Naples [ ] Collier County [ ] Golden Gate City [ ] Immokalee [ ] Orange Tree [ ] Other <b>WATER SUPPLY:</b> [ ] Well [ ] Ave Maria [ ] City of Naples [ ] Collier County [ ] Golden Gate City [ ] Immokalee [ ] Orange Tree [ ] Other				
	<b>Application/Plans Discrepancies – Customer Acknowledgement of possible rejection for the following missed information:</b> 1. Square footage discrepancies _____ 2. Occupancy Classification/Construction type not provided _____ 3. Required documents not certified _____ 4. Incomplete Plan Sets or Drawings _____ 5. Sets not identical _____				

Nov. 1, 2014– PMR Date: \_\_\_\_\_ Days Review: \_\_\_\_\_ # Set of Plans: \_\_\_\_\_

# QUALIFIERS PAGE

## ACKNOWLEDGEMENT OF COLLIER COUNTY REGULATIONS

Application is hereby made to obtain a permit to do the work and installations 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. The permit or application fee may have additional fees imposed for failing to obtain permits prior to commencement of construction.

The approved permit and/or permit application expires if not commenced within 180 days from the date of issuance. The *permittee further understands that only licensed contractors may be employed and that the structure will not be used or occupied* until a certificate of occupancy is issued. By signing this permit application, I agree that I have been retained by the owner/permittee to provide contracting services for the trade for which I am listed. Furthermore, it is my responsibility to notify the Building Review and Permitting Department should I no longer be the contractor responsible for providing said contracting services. I further agree that I understand that the review and issuing of this permit does not exempt me from complying with all County Codes and Ordinances. It is further understood that the property owner/permittee is the owner of the permit.

**Note: If change of contractor, please provide the following:**

Permit Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Tel: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ STATE LICENSE NO: \_\_\_\_\_

QUALIFIER'S NAME (PRINT) : \_\_\_\_\_

QUALIFIER'S SIGNATURE: \_\_\_\_\_

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

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS \_\_\_\_/\_\_\_\_/\_\_\_\_

WHO IS PERSONALLY KNOWN: \_\_\_\_\_ OR AS PRODUCED ID: \_\_\_\_\_

TYPE OF ID: \_\_\_\_\_

NOTARY PUBLIC SIGNATURE: \_\_\_\_\_ (SEAL)

### **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, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM OTHER GOVERNMENTAL ENTITIES SUCH AS WATER MANAGEMENT DISTRICT, STATE AGENCIES, OR FEDERAL AGENCIES.

### **WARNING OF POSSIBLE DEED RESTRICTIONS**

THE LAND SUBJECT TO THIS PERMIT MAY BE SUBJECT TO DEED, AND OTHER RESTRICTIONS THAT MAY LIMIT OR IMPAIR THE LANDOWNER'S RIGHTS. COLLIER COUNTY IS NOT RESPONSIBLE FOR THE ENFORCEMENT OF THESE RESTRICTIONS, NOR ARE COLLIER COUNTY EMPLOYEES AUTHORIZED TO PROVIDE LEGAL OR BUSINESS ADVICE TO THE PUBLIC RELATIVE TO THESE RESTRICTIONS. THE LANDOWNER OR ANY APPLICANT ACTING ON BEHALF OF THE LANDOWNER IS CAUTIONED TO SEE A PROFESSIONAL ADVISE.

### **WARNING ON WORK IN COUNTY RIGHT-OF-WAYS**

THIS PERMIT DOES NOT AUTHORIZE CONSTRUCTION OR INSTALLATION OF ANY STRUCTURE OR UTILITY, ABOVE OR BELOW GROUND, WITHIN ANY RIGHT-OF-WAY OR EASEMENT RESERVED FOR ACCESS, DRAINAGE OR UTILITY PURPOSES. THIS RESTRICTION SPECIFICALLY PROHIBITS FENCING, SPRINKLER SYSTEMS, LANDSCAPING OTHER THAN SOD, SIGNS, WATER, SEWER, CABLE AND DRAINAGE WORK THEREIN. IF SUCH IMPROVEMENTS ARE NECESSARY, A SEPARATE PERMIT FOR THAT PURPOSE MUST BE OBTAINED FROM TRANSPORTATION/ROW PERMITS AND INSPECTIONS (239) 252-8192.

**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.**

Per Florida Statutes 713.135 a Notice of Commencement (NOC) is required for construction of improvements totaling more than \$2,500, with certain exceptions. For A/C Repairs or Replacements a notice of commencement is required for improvements more than \$7,500.

The applicant shall file with the issuing authority prior to the first inspection either a certified copy of the recorded NOC or a notarized statement that the NOC has been filed for recording, along with a copy thereof. In order to comply with the state requirement, permits will be placed in inspection hold until proof of the NOC is filed with the building permitting and inspection department. The issuing authority shall not perform or approve subsequent inspections until the applicant files by mail, facsimile, hand delivery, email or any other means such certified copy with the issuing authority.