



BUILDING PERMIT APPLICATION

APPL DATE	F.B.C. VERSION	ACCEPTED BY	PERMIT NO.
OWNER INFORMATION		CONTRACTOR & DESIGNER INFORMATION	
Name		☐ Check if Owner/Builder (Se	ee Page 3)
Address		Contractor License No	
City		Workers' Comp No	
Home Phone ()	-	Company	
		Address	
			_ State Zip
Email Address		Phone	
		Cell	
PROPERTY I	NFORMATION		
Property Control Number:		EmailArchitect/Engineer's Name	
		Address	
Address of Proposed Work		Private Provider: Plan Rev	iew Inspections
		FOR PERMIT EXPEDITERS ONLY (fo	or nermit nick-un):
		Contact Name	
		Phone	Ext
Flood Zone		Cell Ema	
	ADDITIONAL I	NFORMATION	
Fee Simple Title Holder (if or	ther than owner)		
			ateZip
Address	Otata 7:n	Address	Otata 7:-
City	State Zip	City	
		POSED IMPROVEMENTS	
Detailed Scope of Work (New	Construction, Addition, Interior/Ext	terior Alteration, Windows/Doors,	etc.)
Is this a City or Re-hab project?	☐ Yes ☐ No Is the building	served with an automatic fire spri	inkler system? ☐ Yes ☐ No
Current Use or Occupancy	Is	s this a change in the Use or Occu	upancy? ☐ Yes ☐ No
		-	
For Impact Foe Credit Evicti	PERMIT V		
•	For Impact Fee Credit, Existing or Previous Structure Demolished? ☐ Yes ☐ No Type of Structure Demolished: ☐ SFR ☐ Commercial ☐ Commercial Accessory Building		Building
Type of officiale Demonstic	PLEASE CHOOSE ONE		Julianing
NEW CONSTRUCTION & ADDITIONS - FEE SCHEDULE I* MISCELLANEOUS PERMITS – FEE SCHEDULE II*			MITS - FEE SCHEDULE II*
		ALTERATIONS & GENERAL	CONSTRUCTION -SCHED. III*
TOTAL COST OF CONSTRUCT		TOTAL COST OF CONSTRUCT	
STRUCTURAL, ROOFING, ELE	S S S S S S S S S S S S S S S S S S S	COST OF CONSTRUCTION W	ITHOUT TRADES: \$
NOTE:		NOTE:	·
OTHER ASSOCIATED TRADE		ALL SUB-TRADES TO BE FEE	
UNDER <u>FEE SCHEDULE II OR</u> THESE INCLUDE: LOW VOLTA		INCLUDE ELEC, MECH, PLBG HOOD/SUPP SYSTEM, FIRE S	
SYSTEM, FIRE SPRINKLERS,		LANDSCAPING, PAVING, ETC	
PAVING, ETC.		*SEE BUILDING PERMIT FEE	SCHEDULE FOR DETAILS

APPLICATION CERTIFICATION AND ACKNOWLEDGEMENT

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. A City Building Permit does not assure compliance with Homeowners Association's rules, regulations and/or deed restrictions. Applicant is advised to obtain approval from the Homeowners Association before improving any property. Applicant further acknowledges the following:

- Separate permits must be secured for ELECTRICAL, PLUMBING, MECHANICAL, WELLS, POOLS, FIRE SPRINKLER, SIGNS, LANDSCAPE, IRRIGATION, ROOFING, SHUTTERS, ETC.
- This permit becomes null and void if work or construction authorized is not commenced within six (6) months or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is commenced. Permit will be considered suspended or abandoned if it does not pass an inspection within 180 days and will be subject to a reactivation fee in the amount in force at the time of reactivation.
- Failure to comply with all applicable construction regulations may result in the withholding of future permits.
- Submission of any false information or misrepresentation is a violation of law and shall result in revocation of your permit.
- 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 districts, state agencies, or federal agencies.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

OWNER'S AFFIDAVIT: I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

PROPERTY OWNER or AGENT (Including Contractor)	GENERAL CONTRACTOR	
STATE OF FLORIDA, COUNTY OF PALM BEACH	STATE OF FLORIDA, COUNTY OF PALM BEACH	
Signature of Owner or Agent (Including Contractor)	Signature of Qualifier	
Printed Name of Owner or Agent (Including Contractor)	Printed Name of Qualifier	
STATE OF FLORIDA, COUNTY OF PALM BEACH	STATE OF FLORIDA, COUNTY OF PALM BEACH	
The foregoing instrument was acknowledged before me by	The foregoing instrument was acknowledged before me by	
means of [] physical presence or [] online notarization	means of [] physical presence or [] online notarization	
This, 20,	This, 20,	
By	By	
Personally Known OR	Personally Known OR	
Produced Identification	Produced Identification	
Type of Identification:	Type of Identification:	
Signature of Notary	Signature of Notary	
(SEAL)	(SEAL)	



Permit Number #:	
100 N.W. 1st Ave, Delray Beach, FL 33444	
Tel:(561) 243-7200 Fax:(561) 243-7221	

OWNER/BUILDER AFFIDAVIT & DISCLOSURE STATEMENT FORM

The provisions of Florida Statutes Chapter 489.103(7) require construction to be done by licensed contractors. You have applied for a permit under an exemption to that law that allows you, as the owner of your property, to act as your own contractor, even though you do not have a license. You may build or improve a one-family or two-family residence or a farm outbuilding or build or improve a commercial building at a cost of \$75,000 or less in value, within any 12-month period, provided the residence or farm outbuilding is *for your own use and occupancy. It may not be built for sale or lease.* The construction must be performed according to Building Codes and Zoning Regulations. It is your responsibility to make sure that people employed by you have licenses, workers' compensation, and insurance required by State law and by County licensing ordinances. *You must perform, or supervise the construction yourself, and possess technical knowledge to persona/ly*

supervise all permitted work, if not performed by a licensed contractor.

Therefore, as the Owner/Builder:

- 1. I understand that state law requires construction to be done by a licensed contractor and I have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed in this affidavit. may act as my own contractor with certain restrictions even though I do not have a license.
- 2. I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
- 3. I understand that, as an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
- 4. I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the costs do not exceed \$75,000. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease, unless I am completing the requirements of a building permit where the contractor listed on the permit substantially completed the project. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
- 5. I understand that, as the owner-builder, I must provide direct, onsite supervision of the construction.
- 6. I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
- 7. I understand that it is a frequent practice of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
- 8. I understand that I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious financial risk.

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- 9. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
- 10. I understand that I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, and the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at (850) 487-1395 and/or https://www.myfloridalicense.com/dbpr/pro/cilb/ for more information about state licensed contractors, or the City of Delray Beach Business Tax/Contractors Registration at (561) 243-7203 and/or https://www.delraybeachfl.gov/government/city-departments/neighborhood-community-services/business-tax-receipts for more information about City registered contractors.
- 11. I am aware of, and consent to an owner-builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following address: _
- 12. I agree to notify the Delray Beach Building Division immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure.

Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage.

Important Notice: Do not sign this form or the accompanying permit application before you appear in person at the Building Division permit counter. City staff must notarize these forms for you. Please bring a copy of your driver's license or other government issued picture ID with you.

Pursuant to Florida Law, Chapter 489 Part I, <u>property owners qualified to act as their own contractor must persona/lv appear at</u> the building department and sign the permit application. and this affidavit.

OWNER/BUILDER AFFIDAVIT & DISCLOSURE STATEMENT FORM

I, the owner of the property located at:		
Street addressdo hereby certify that I heread the Owner/Builder Affidavit & Disclosure Statement Form, and I am aware of my responsibilities and liabilities construction work on the above-described property. I do hereby agree to abide by each of the above statement further understand that any falsification of the above statements constitutes fraud and may result in revocation of the permit.		
Owner (signature)	O	wner (print)
		of [] physical presence or [] online notarization by (Printed Name of Above Signatory)
Signature of Notary Public – State of Florida	(NOTARY SEAL)	Personally Known OR Produced Identification Type of Identification Produced

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•THIS PAGE FOR BUILDING DEPARTMENT USE ONLY•

PERMIT NO:	APPLICATION DATE:
PCN:	·
Zoning District	
Development/Condominium/Apartment Name Set Backs: Front Side Street	
Type of Foundation: Monolithic Stem Wall Pile	9
Square Footage of Commercial Demolition:	
Type/Size of Accessory Building:	
Type of Structure Demolished: ☐ SFR ☐ Commercia	al Commercial Accessory Building
STRUCTURE SET UP	PERMIT CALCULATION

	STDI IC	TURE SET UP		
	SIRUC	IURE SEI UP		
Occupancy				
Flood Zone				
Plan Sq. Ft. (A/C)				
Plan Sq. Ft. (Under Roof) _			
Finish Floor E	Elev			
ļ	DEPARTME	ENT APPROVA	LS	
Env. Services	3	Engineering	Engineering	
Planning & Z	oning	SPRAB / COA		
Landscaping / Irrigation		Public Utilities		
Fire Department		Plan Review		
Occ. Load				
OCC. LOAG		-		
	COUNTY	IMPACT FEES	5	
Source:				
	(Credit)	Impact Fee	Amount Due	
Parks	\$	\$	\$	
Public Bldgs.	\$	\$	\$	
Schools	\$	\$	\$	
Road	\$	\$	\$	

PERMIT CALCULATION		
Adjusted Value	\$	
Permit Fee	\$	
Electrical	\$	
Plumbing	\$	
Mechanical	\$	
Roofing	\$	
Paving	\$	
Irrigation	\$	
Landscaping	\$	
Shutter	\$	
Misc Permit	\$	
Other	\$	
Plan Check Fee	\$	
MCR#		
Total Permit Fee	\$ _	
ADDITIONAL FEES		
Fire	\$_	
Radon	\$_	
DPR	\$ _	
Water / Sewer	\$.	
Parks / Rec	\$.	
Master Plan	\$_	
Total Additional Fees	\$	
TOTAL FEES DUE \$		