

Permit # \_\_\_\_\_

**CITY OF STARKE BUILDING PERMIT APPLICATION**

Job Name: \_\_\_\_\_ Parcel # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

Legal Description: \_\_\_\_\_

Property Owner Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Fee Simple Title Holders Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Bonding Co. Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Mortgage Lender Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Prime Contractor Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

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

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

Architect/Engineer Name & Address: \_\_\_\_\_  
\_\_\_\_\_

SUB - CONTRACTOR	CO. LICENSE #	SUB - SIGNATURE
Roofing:		
Electrical:		
Gas:		
Mechanical:		
Plumbing:		
Specialty:		

Description of Work: \_\_\_\_\_  
\_\_\_\_\_

Directions from Building Division: \_\_\_\_\_  
\_\_\_\_\_

# of Bedrooms: \_\_\_\_\_ # of Bathrooms: \_\_\_\_\_ Code Edition: \_\_\_\_\_ Square Footage: \_\_\_\_\_

Estimated Cost: \$ \_\_\_\_\_ Electric Company: \_\_\_\_\_ City of Starke

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 the jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELL, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and true, and that all work will be done in compliance with all applicable laws regulating construction, contractor licensing and zoning.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF REQUIRED, A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOBSITE 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.

\_\_\_\_\_  
(Signature of Owner or Agent) (including contractor)  
STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_  
Sworn to (or affirmed) and subscribed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ by:

\_\_\_\_\_  
(name of person making statement)

\_\_\_\_\_  
(Signature of Notary Public – State of Florida)

\_\_\_\_\_  
(Print, Type, or Stamp Commissioned Name of Notary Public)  
Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

\_\_\_\_\_  
(Signature of Contractor)  
STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_  
Sworn to (or affirmed) and subscribed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ by:

\_\_\_\_\_  
(name of person making statement)

\_\_\_\_\_  
(Signature of Notary Public – State of Florida)

\_\_\_\_\_  
(Print, Type, or Stamp Commissioned Name of Notary Public)  
Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

Application Approved by: \_\_\_\_\_ Permit Officer

**OFFICE USE ONLY**

**PLANNING/ZONING INFORMATION**

<b>Zone:</b> _____	<b>Land Use:</b> _____		
<b>Parcel Number:</b> _____ - _____ - _____ - _____ - _____ - _____			
<b>Minimum Setbacks:</b>			
<b>Front:</b> _____	<b>Rear/Water:</b> _____	<b>Side/Corner:</b> _____	
<b>FEMA/FIRM</b>			
<b>Flood Zone:</b> _____	<b>BFE:</b> _____ <b>NAVD88</b>	<b>DFE/HAG:</b> _____ <b>Ft.</b>	<b>Freeboard:</b> _____ <b>Ft.</b>
Zoning Comments: _____ _____ _____ _____			
Legal Access: _____ Reviewed By: _____ Date: _____			

**SUBMITTAL CHECK LIST**

<input type="checkbox"/> Application Complete	<input type="checkbox"/> Provided Notice of Commencement form to applicant
<input type="checkbox"/> Owner / Builder Affidavit	<input type="checkbox"/> Plans/Construction Documents – 2 sets
<input type="checkbox"/> Duly Licensed Contractor	<input type="checkbox"/> Roof/Floor Truss Drawings – 2 sets
<input type="checkbox"/> Sub-Contractor(s) Listed	<input type="checkbox"/> Energy Forms (including EPL Display Card) – 3 sets
<input type="checkbox"/> Contractor for Agency or Power of Attorney	<input type="checkbox"/> Product Approval Form
<input type="checkbox"/> Approved Site Plan	<input type="checkbox"/> DBPR Letter of Manufacture
<input type="checkbox"/> Zoning Letter	<input type="checkbox"/> MH Installation & Set-up Form
<input type="checkbox"/> Septic Pre-Approval	<input type="checkbox"/> Site Work Permit Issued
<input type="checkbox"/> Ownership verification or Copy of Warranty Deed	<input type="checkbox"/> External Agency Approval

**PLAN REVIEW INFORMATION**

Use Group: \_\_\_\_\_ Construction Type: \_\_\_\_\_ Wind Zone: \_\_\_\_\_ mph 1 2 3 4 5  
 [ ] Sprinkled NFPA \_\_\_\_\_ Occupant Load: \_\_\_\_\_ Inspection Agency: \_\_\_\_\_  
 SQ. FT. = Main: \_\_\_\_\_ Attached Accessory: \_\_\_\_\_ Detached Accessory: \_\_\_\_\_

	_____ <b>Sq. Ft.</b>	<b>X</b>	_____ <b>(ICC) SF Cost</b>	<b>X</b>	_____ <b>%</b>	=	_____ <b>Calculated Fee</b>
	_____ <b>Sq. Ft.</b>	<b>X</b>	_____ <b>(ICC) SF Cost</b>	<b>X</b>	_____ <b>%</b>	=	_____ <b>Calculated Fee</b>

Item:	Fee:
Fire Inspection Fee	
Hab-Inspection	
Solid Waste	
Driveway / Site Work	
Admin Fee / Copies	
Zoning	
DBPR/BCAI	
Building	
Gas	
Electrical	
Mechanical	
Plumbing	
Roofing	
Plans Review	

PERMIT FEE: \$ \_\_\_\_\_  
 ATF 2X FEE: \$ \_\_\_\_\_  
 FEE OWED: \$ \_\_\_\_\_ (Collect State Surcharge)  
 ADJUSTED FEE: \$ \_\_\_\_\_

Supervisor / Date \_\_\_\_\_  
 \_\_\_\_\_ PX \_\_\_\_\_  
 \_\_\_\_\_ Date \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL COLLECTED:   
 Issued By: \_\_\_\_\_ Date: \_\_\_\_\_

TOTAL PERMIT FEE: \$ \_\_\_\_\_

Application Deposit \$ \_\_\_\_\_

Permit Holder Notified: [ ] In Person [ ] By Phone [ ] Left Message [ ] Other _____
Staff Initials: _____ Date: _____ Time: _____ am pm
1 <sup>st</sup> Attempt: _____ 2 <sup>nd</sup> Attempt: _____ 3 <sup>rd</sup> Attempt: _____