



# ISLAMORADA, VILLAGE OF ISLANDS APPLICATION FOR BUILDING PERMIT

2023 Florida Building Code in effect.  
Minimum Application Deposit: \$108.00

Office Use Only
Permit #:

**INSTRUCTIONS:** All sections must be completed, including contact information and notarized signatures of property owners and contractors. Applicants may be asked to submit additional information during the permit review process.

**PROPERTY OWNER:**

**CONTRACTOR:**

Name:	Bus. Name:
Mailing Address:	Qualifier:
City/State/Zip:	License #:
Phone:	Phone:
E-mail:	E-mail:

**AUTHORIZED AGENT / CONTRACTOR CONTACT:**

**SUB-CONTRACTORS (Business Name & License #):**

Name:	Electrical:
Mailing Address:	Plumbing:
City/State/Zip:	Mechanical:
Phone:	Roofing:
E-mail:	Other:

**PROPERTY DESCRIPTION:**

Physical Address:	Mile Marker:
Parcel ID (Real Estate) Number:	Account # (AK):
Existing Use of Property:	
Business Name:	

**PERMIT TYPE (Check all that apply):** ☐ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Roofing  
☐ Gas ☐ Demolition ☐ Right-of-Way ☐ Change of Occupancy

**Detailed Description of Proposed Development:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Value of Work: \$ \_\_\_\_\_ Square/Linear Feet of Construction: \_\_\_\_\_

**Change Requested:** ☐ Contractor ☐ Revision \_\_\_\_\_ ☐ Renew Expired Permit \_\_\_\_\_  
(Original/Previous Permit #) (Original/Previous Permit #)

\_\_\_\_\_

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.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning, including but not limited to, the current edition of the Florida Building Code, the Florida Fire Prevention Code and the Code of Ordinances of Islamorada, Village of Islands, Florida, as amended from time to time. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents. Furthermore, I understand that if the actual cost of the repair, reconstruction, rehabilitation, or improvement of a structure equals or exceeds 50 percent (50%) of the market value of the structure, then the structure must conform to all current laws and Codes.

**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, A COPY OF THE RECORDED NOTICE MUST BE SUBMITTED TO THE BUILDING SERVICES DEPARTMENT AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. A NOTICE OF COMMENCEMENT IS EFFECTIVE FOR A PERIOD OF ONE (1) YEAR AFTER THE DATE OF RECORDING, UNLESS A DIFFERENT DATE IS SPECIFIED. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.** [F.S. 713.135(1)(a)]

**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.

**Asbestos Notification Statement:** It shall be the owner's or operator's responsibility to comply with the provisions of Section 469.003, Florida Statutes, and to notify the Department of Environmental Protection of his or her intentions to remove asbestos, when applicable, in accordance with state and federal law. [F.S. 469.003]

If one or more previously unidentified artifacts or human skeletal or fossilized remains or non-human vertebrate fossils are found on the property during development or other site-disturbing activity, all development or disruptive activity directly over the potential find shall immediately cease. Before any further development or disruptive activity continues, the Village shall be notified of the potential find and the procedures pursuant to the Islamorada Code of Ordinances shall apply. [VC Sec. 30-1699]

**OWNER'S ELECTRONIC SUBMISSION STATEMENT:** Under penalty of perjury, I declare that all the information contained in this building permit application is true and correct. Electronic Signatures do not require notarization and are only valid on electronically submitted applications.

**PROPERTY OWNER:**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTARY PUBLIC:**

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

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_,

20\_\_, by \_\_\_\_\_ (name of person making statement).

Signature: \_\_\_\_\_

☐ Personally Known ☐ Produced Identification

Type of ID Produced: \_\_\_\_\_

Notary Seal:

**CONTRACTOR QUALIFIER:**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTARY PUBLIC:**

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

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_,

20\_\_, by \_\_\_\_\_ (name of person making statement).

Signature: \_\_\_\_\_

☐ Personally Known ☐ Produced Identification

Type of ID Produced: \_\_\_\_\_

Notary Seal:

APPLICATION APPROVED BY:

BUILDING OFFICIAL OR DESIGNEE

DATE