



CITY OF EUSTIS -- BUILDING PERMIT APPLICATION

111 E. Orange Avenue, P. O. Drawer 68, Eustis, FL
32727-0068 Telephone: 352-483-5462---Fax: 352-589-2651

Code in Effect: FLORIDA BUILDING CODE 2023, 8th Edition

Property Owner _____
Mailing Address _____
Phone _____
City _____ Zip _____
State _____ Fax _____

Contractor(Applicant) _____
License Holder _____
License Number _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
E-mail Address: _____

Project Address _____ **Alt. Key #** _____
Subdivision _____ Phase _____ Blk _____ Lot _____

Responding to a Code Violation? ☐ Yes ☐ No **Within a Historic District?** ☐ Yes ☐ No
Is property in a Floodplain? ☐ Yes ☐ No If "Yes" Base flood elevation must be provided on your Site Plan.

Contract Price/Value: \$ _____ **Proposed Project Description/Scope:** _____

It is agreed that in all respects the work will be performed & completed in accordance with the permitted and applicable codes of the local jurisdiction. This permit may be revoked at any time upon violation of any of the provisions of said laws, ordinances, or rules & regulations, or upon any unauthorized change in the original approved plans. This permit becomes invalid if an inspection for permanent construction is not requested within 180 days or more than 6 months has elapsed between inspections.

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.

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 government entities, such as water management districts, state agencies, or federal agencies.

I certify that, per Chapter 469, F.S., Asbestos Abatement, I will contact FDEP and provide the Notice of Asbestos Renovation or Demolition Form, and will comply with all requirements, including, but not limited to, conducting a thorough asbestos inspection prior to the commencement of demolition or renovation.

I DO HEREBY SWEAR THAT THE INFORMATION CONTAINED HEREIN AND THE ATTACHMENTS HERETO ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE (Contractor/Applicant) _____ **DATE** _____

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____, who is personally known to me or who has produced _____ as identification.

Notary Public

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CONTRACTOR—PLEASE COMPLETE INFORMATION AND SIGN IN APPROPRIATE BLOCK BELOW. BY SIGNING BELOW, I HEREBY SWEAR THAT I AM IN COMPLIANCE WITH FLORIDA'S WORKER'S COMPENSATION LAW AND THAT I HAVE SECURED COVERAGE OR HAVE A VALID CERTIFICATE OF EXEMPTION.

Building Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

M/H Set-up Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

Plumb Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

HVAC Contractor: _____ (*)

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

Elec. Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

LP Gas Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

Specialty Contractor: _____

State/Cert/Reg # _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Cell _____ Email: _____

Signature _____

Engineer/Architect: _____

State/Cert/Reg # _____

(*) NOTE TO HVAC CONTRACTOR: FLORIDA BUILDING CODE – ENERGY EFFICIENCY, REQUIRES THAT THE CONTRACTOR PROVIDE MANUAL J & MANUAL N ON ALL NEW CONSTRUCTION AND REPLACEMENT HVAC SYSTEMS ; CONTRACTOR MUST ALSO PROVIDE CERTIFICATION THAT ALL DUCTWORK HAS BEEN INSPECTED AND ALL NECESSARY REPAIRS/TAPING HAVE BEEN COMPLETED.

Approved by _____ **Date:** _____



Building Code in Effect:
2020 (Seventh Edition) Florida Building Code

Permit Number: _____

Important!

Yes ☐ No ☐ (Check one) I am filling and /or excavating the property. If yes, provide the Finish Floor Elevation (FFE) , lot corner elevations and drainage plan for the site. Depending on the type of development, not all information will be required. Note: Failure to respond correctly will make you personally liable for future damages.

III. OWNER & LENDER INFO			
A. OWNER OR LESSEE		EMAIL ADDRESS	
NAME		FAX NO.	
MAILING ADDRESS		TELEPHONE NO.	
CITY		STATE	ZIP CODE
B. BONDING/MORTGAGE NAMES			
Fee Simple Titleholder, Bonding Company, Mortgage Lender and Design Professional information is required when the aggregate value (total cost of all improvements and not just work authorized by the individual permit) is \$2,500 or more (except HVAC repair/replacement > \$7,500).			
NAME		ADDRESS,	CITY, STATE & ZIP TELEPHONE NO.
FEE SIMPLE TITLEHOLDERS (IF OTHER THAN OWNER)		<input type="checkbox"/> SAME AS OWNER	
BONDING COMPANY		<input type="checkbox"/> NOT APPLICABLE	
MORTGAGE LENDERS		<input type="checkbox"/> NOT APPLICABLE	
DESIGN PROFESSIONAL		LICENSE #	
PRIMARY CONTACT EMAIL ADDRESS		PRIMARY CONTACT CELL PHONE NO.	

PRODUCT APPROVAL SPECIFICATION SHEET

As required by Florida Statute 553.842 and Florida Administrative Code 9B-72, please provide the information and approval numbers on the building components listed below if they will be utilized on the construction project for which you are applying for a building permit. We recommend you contact your local product supplier should you not know the product approval number for any of the applicable listed products. Statewide approved products are listed online at www.floridabuilding.org.

Category/Subcategory	Manufacturer	Product Description	Approval Number(s)
1. EXTERIOR DOORS			
A. SWINGING			
B. SLIDING			
C. SECTIONAL/ROLL UP			
D. OTHER			
2. WINDOWS			
A. SINGLE/DOUBLE HUNG			
B. HORIZONTAL SLIDER			
C. CASEMENT			
D. FIXED			
E. MULLION			
F. SKYLIGHTS			
G. OTHER			
3. PANEL WALL			
A. SIDING			
B. SOFFITS			
C. STOREFRONTS			
D. GLASS BLOCK			
E. OTHER			
4. ROOFING PRODUCTS			
A. ASPHALT SHINGLES			
B. NON-STRUCT METAL			
C. ROOFING TILES			
D. SINGLE PLY ROOF			
E. OTHER			
5. STRUCT COMPONENTS			
A. WOOD CONNECTORS			
B. WOOD ANCHORS			
C. TRUSS PLATES			
D. INSULATION FORMS			
E. LINTELS			
F. OTHERS			
6. NEW EXTERIOR			
A. ENVELOPE PRODUCTS			

The products listed below did not demonstrate product approval at plan review. I understand that at the time of inspection of these products, the following information must be available to the inspector on the jobsite; **(1)** copy of the product approval **(2)** performance characteristics which the product was tested and certified to comply with **(3)** copy of the applicable manufacturer's installation requirements. Further, I understand these products may have to be removed if approval cannot be demonstrated during inspection.

APPLICANT SIGNATURE

DATE



Office of Building Services Scope of Work

Reroofing

Permit: _____

Date: _____

Job Address: _____

Structure: ☐ Single-Family Residence/Townhouse ☐ Mobile home ☐ Commercial/Condominium

Re-Roof Type: ☐ Replacement - Tear off Existing and Replace ☐ Re-cover - New Roof over Existing Roof
If damaged decking replacement is required, an inspection is required.

Job Description: Square Footage _____ Roof Deck Type _____

Special Notes: _____

Type of Roof & Florida Product approval numbers:

- ☐ Coating Only FL # _____
- ☐ Underlayment FL # _____
- ☐ Fiberglass Shingle FL # _____
- ☐ Wood Shingle or Shake FL # _____
- ☐ Modified Bitumen FL # _____
- ☐ EPDM - hypalon or pvc one ply FL # _____
- ☐ Smooth Surfaced Built-up FL # _____
- ☐ Built-up with Aggregate FL # _____
- ☐ Tile FL # _____
- ☐ Metal - Direct attachment FL # _____
- ☐ Metal with Purlins FL # _____

Slope of Roof:

- ☐ Less than 2:12* ☐ 2:12 - 4:12** ☐ 4:12 or greater

*No shingle application allowed

**Multi-layer underlayment requires inspection or digital photographs for verification

Ventilation:

- ☐ Turbines - qty _____, ☐ Off-ridge Vent - qty _____, ☐ Powered Vent - qty _____, ☐ Ridge Vent - length _____,
☐ Other / Un-vented: _____

Flashing:

- ☐ Use existing ☐ Repair Existing flashing ☐ Replace all Flashing
☐ Replace w/L-Flashing ☐ Replace w/Step Flashing

Drip Edge:

- ☐ Use Existing ☐ Repair Existing Drip edge ☐ Replace All Drip Edge

Valley Treatment:

- ☐ Use Existing valley ☐ New Metal ☐ New Mineral Surface

Note: The following information is required on site for final inspection:

1. This scope of work form with the signed and notarized roofing affidavit included.
2. Florida product approval installation instructions, current master filed systems or site specific engineering for all products used on the job.
3. Digital photographs of sheathing (if re-nailed), underlayment (if used), Purlins or insulation (if used) with a measurement devices shown to reference required spacing.

All the documents will become part of the inspection record. On-site inspections, per Florida Building Code 110, may be required by the Building Division to verify Code compliance.



BUILDING PERMIT DOCUMENTS REQUIRED FOR REROOFING

Before any development activity occurs on a piece of property, a permit must be obtained. All construction or permitted uses **MUST** meet the current Building Code for the State of Florida. The inspector will perform inspections and provide approval based on these codes.

Below are a list of items required at time of application submittal. Please note that incomplete applications will NOT be accepted.

- ☐ Complete permit application, notarized by all applicable parties.
- ☐ Owner-Building Affidavit, unless contractor is performing work.
- ☐ Product approval sheets and detail sheets

**Reroofing Inspection Affidavit
Nailing, Sheathing, Dry-In & Flashing**

REROOF ONLY – NOT NEW CONSTRUCTION

Permit No: _____

Address: _____
 Eustis, FL

I _____, as a(n) General*, Building*, Residential*, or Roofing Contractor, Engineer, Architect, or F.S. Chapter 468 Building Inspector, I hereby affirm, that all of the foregoing information is true and accurate and that the sheathing, nailing, dry-in, and flashings at the above referenced address/lot have been installed in accordance with the attached scope of work, complying with all applicable codes and standards. Based upon my examination I have determined the installation was done in conformance to the Hurricane Mitigation Retrofit Manual (Based on F.S. Chapter 553.844).

License #: _____

Company/Contractor: _____

Contractor's Signature: _____ Date: _____
(Must be signed by license holder OR Owner if owner/builder)

A final roofing inspection is required:

This signed and notarized affidavit must be provided at the job site at the time of the final roofing inspection along with digital photographs of each plane of the roof with the permit number or address number clearly marked on the deck for each inspection. The photographs must include a ruler or measuring device to confirm nail spacing and overlaps including drip edge and valley flashing.

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____ who is personally known to me ____or has produced _____ as identification and who ____did or ____did not take an oath.

Notary Public

Printed Name: _____

My Commission Expires: _____

*No general, building, or residential contractor certified after 1973 shall act as, hold himself or herself out to be, or advertise himself or herself to be a roofing contractor unless he or she is certified as a roofing contractor.