



**BUILDING ADDITION
REQUIREMENTS FOR BUILDING PERMITS**

**2007 FLORIDA BUILDING CODES, 130 MPH 3 SEC GUST, AND/OR
SSTD-10 WINDLOAD STANDARD FOR 110 MPH FASTEST MILE AND 2008 NEC**

- ___ 1. **COMPLETED BUILDING/CONSTRUCTION PERMIT APPLICATION PACKET, PARCEL I.D. NUMBER REQUIRED.**
- ___ 2. **WARRANTY DEED (Home Owner will need to sign owner affidavit if owner/contractor)**
- ___ 3. **2 SETS REDUCED SIZE PLANS (SIZE 11x17) – Residential and (24x36) – Commercial to include foundation, elevation, typical framing detail & floor plan. (Plans must comply with SSTD10 Standard or engineered sealed drawings. (LDC 02.13.00)**

NOTE: Will need load calculations for sealed drawings and signed, sealed, wind load letter certification at dry in for sealed drawings.
- ___ 4. **A REDUCED SIZE SCALED SITE PLAN SURVEY SHOWING SETBACKS. (LDC SECTION 2.13.00)**

NOTE: Slab survey is required prior to dry-in and an As-Built Survey is required prior to final inspection. Surveys must show finished floor elevation & elevation of centerline of road. (LDC 20.06.01 A/C) Slab elevation for all structures shall be a minimum of 12” above crown of road (LDC 10.03.02(A)5)
- ___ 5. **ENERGY PACKET (If 600 sq ft or over) (F.S.553.951), (Florida Building Code Chapter 13) (Prepared by Pam Martin with Gulf Power Co.: 850-244-4703, Okaloosa Gas Customer Service: 850-729-4700, or Todd Trusty with Energy Services: 850-892-0108 or 830-8634)**
- ___ 6. **WATER & SEWER APPROVAL LETTER REQUIRED FROM DESTIN WATER USERS (837-6146) TO INCLUDE PERMITS FOR ADDITIONS.**
- ___ 7. **DESTIN FIRE CONTROL DISTRICT APPROVAL LETTER REQUIRED (837-8413).**
- ___ 8. **ALL APPLICABLE CITY, STATE AND FEDERAL PERMITS (ROW, DEP, DOT, ARMY COE, ETC.)**
- ___ 9. **FLORIDA PRODUCT APPROVAL NUMBERS REQUIRED for exterior doors, windows, skylights, panel walls, (EIFS) storefronts, roofing products, shutters, structural components and new exterior envelope products. (F.S. 553.842)**
- ___ 10. **RECORDED COPY OF "NOTICE OF COMMENCEMENT" (Florida Statutes 713) NOC must be recorded with Okaloosa County Clerk of the Circuit Court, posted at the job site and at the building department PRIOR to first inspection.**
- ___ 11. **STORMWATER CERTIFICATION DESIGN REQUIRED FOR ALL NEW CONSTRUCTION**
- ___ 12. **FLOOD ELEVATION CERTIFICATE WILL BE REQUIRED (Form #81-31) before final inspection FOR ALL AE & V ZONES (FEMA FLOOD MAP) (LDC SECTION 11.04.00) and DESIGN & CONSTRUCTION CERTIFICATION FORM WILL BE REQUIRED IN V ZONES.**

*****PORT-O-LET OR BATHROOM FACILITIES MUST BE ON THE JOB PRIOR TO FIRST INSPECTION. TRASH AND DEBRIS MUST BE CONTAINED/ ADEQUATE POTABLE WATER MUST BE AVAILABLE.**

***** MAINTAIN EROSION AND SEDIMENT CONTROL PER LDC 10.03.2(B) DURING CONSTRUCTION OF PROJECT.**

*****CITY IMPACT FEES MUST BE PAID PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.**



Community Development Department Building Division

4200 Indian Bayou Trail, Destin, Fl. 32541
Ph: (850) 654-1119 Fax: (850) 837-7949

Building Addition Permit Application

DATE: _____

JOB SITE ADDRESS: _____ PROJECT NAME: _____

PARCEL ID: _____ LOT: _____ BLOCK: _____ SUBDIVISION: _____

PROPERTY OWNER: _____

CONTRACTOR CO. NAME: _____

ADDRESS: _____

QUALIFIER NAME: _____

CITY, STATE, ZIP: _____

STATE LICENSE #: _____ COMP#: _____

PHONE: _____ FAX: _____

ADDRESS: _____

MOBILE/CELL: _____

CITY, STATE, ZIP: _____

FEE SIMPLE TITLEHOLDER'S NAME: _____

PHONE: _____ FAX: _____

(If other than owner)

ADDRESS: _____

CONTACT PERSON: _____

CITY, STATE, ZIP: _____

MOBILE/CELL: _____

ARCHITECT/ENGINEER: _____ ADDRESS: _____

BONDING COMPANY: _____ ADDRESS: _____

MORTGAGE LENDER NAME: _____ ADDRESS: _____

DESCRIPTION OF WORK TO BE DONE: _____

CATEGORY TYPE: Residential Commercial Height: _____ Story: _____

CODE YEAR EDITION: FBC/RBC _____ OCCUPANCY USE: _____ OCCUPANCY LOAD: _____

TYPE OF CONSTRUCTION: I-A / I-B / II-A / II-B / III-A / III-B / IV / V-A / V-B SPRINKLED/UNSPRINKLED FLOOD ZONE: _____

TOTAL VALUE (MATERIAL & LABOR): _____ TOTAL SQUARE FOOT: _____
(excluding lot) (including garage, porches, etc.)

FINAL INSPECTION IS REQUIRED ON ALL PERMITS-Failure to obtain a final inspection may result in legal action.

AS REQUIRED BY FLORIDA STATUTE 553.842 AND FLORIDA ADMINISTRATIVE CODE 9B-72, PLEASE PROVIDE THE INFORMATION AND APPROVAL NUMBERS ON THE BUILDING COMPONENTS IF THEY WILL BE UTILIZED ON THE CONSTRUCTION PROJECT FOR WHICH YOU ARE APPLYING FOR A BUILDING PERMIT.

(Product approval specification sheet are available).

Applicants Signature: _____ Date: _____

Reviewed by: _____ (Building Div. - Permit Officer) Date: _____

Applicants Printed Name: _____

Received By: _____ (initials) Date: _____

CITY OF DESTIN - BUILDING DIVISION

PERMIT APPLICATION

NOTICE TO OWNER / CONTRACTOR

JOB SITE ADDRESS: _____ PROJECT NAME: _____

PAECCEL ID: _____ LOT: _____ BLOCK: _____ SUBDIVISION: _____

Application is hereby made to obtain a permit to do the work and installation as indicated. ***I certify that no work or installation has been commenced prior to issuance of a permit*** and that all work will be performed to meet all codes, standards and laws governing construction in this jurisdiction. I also certify that all required insurances for myself and any trades are in accordance with state laws. I understand that a separate permit must be secured for **BUILDING, ELECTRICAL WORK, PLUMBING, MECHANICAL, ROOFING, SIGNS, POOLS and Right of Way (ROW) CONSTRUCTION**, etc.

OWNER / CONTRACTOR 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 per State and City of Destin.

If the direct contract is greater than \$2500, the applicant/owner must file a NOTICE OF COMMENCEMENT.

“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.”

FINAL INSPECTION IS REQUIRED ON ALL PERMITS-Failure to obtain a final inspection may result in legal action.

Must be signed in presence of a Notary

Signature Date
Owner or Agent (including contractor)

Signature Date
Contractor

STATE OF FLORIDA
COUNTY OF OKALOOSA
Sworn to (or affirmed) and subscribed
before me this _____ day of _____, 20____
by _____ who is known
to me or has produced _____
as identification.

STATE OF FLORIDA
COUNTY OF OKALOOSA
Sworn to (or affirmed) and subscribed
before me this _____ day of _____, 20____
by _____ who is known
to me or has produced _____
as identification.

Notary Signature as to Owner Date

Notary Signature as to Contractor Date

SEAL:

SEAL:



**Community Development Department
 Planning Division**
 4200 Indian Bayou Trail, Destin, FL 32541
 Phone: (850) 837-4242 Fax: (850) 837-7949 or
 (850) 650-0693

Planning Div. Date Received Stamp

BUILDING ADDITION

Building/Construction Permit Application Supplement

JOB SITE ADDRESS: _____

PARCEL ID(S): _____

FINAL DEVELOPMENT ORDER NO. (If applicable): D.O.- _____ **-** _____

DESCRIPTION OF WORK (Related to Permit Type): _____

ZONING DISTRICT : _____ **REQUIRED SETBACKS:** FRONT: _____ SIDE: _____ REAR: _____

CONSTRUCTION WITHIN CITY RIGHT-OF-WAY ? (Y/N)
 (If YES, provide a copy of the ROW permit)

SOUTH OF COASTAL CONSTRUCTION CONTROL LINE? (Y/N)
 (If YES, provide a copy of the FDEP permit)

WHITE SAND ZONE: ZONE I / ZONE II / NONE **FEMA FLOOD ZONE(S) & BASE FLOOD EL.:** _____

ADDED IMPERVIOUS AREA: _____ **SQ. FT.**

- Added area is 250 sq. ft. or less, eligible for one event exemption. Refer to Building Division file for event exemption status.
- Greater than 250 and less than 750 sq. ft., applicant must meet the requirements of LDC, Article 10, Section 10.03.02.I.2.b.
- If 750 sq. ft. or more, applicant must provide a Stormwater Management Plan (See applicable Permit Checklist)

Planner: _____ **Date:** _____

Stormwater Specialist/Floodplain Manager: _____ **Date:** _____