



**INTERIOR RENOVATION/BUILD OUT  
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**

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- \_\_\_ 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. **TWO (2) COMPLETE SET OF PLANS. SIGNED & SEALED PLANS ARE REQUIRED ON THE FOLLOWING:**
  - A. **PROJECTS \$25,000 OR OVER**
  - B. **BUILDING 5,000 SQUARE FOOT AND OVER**
  - C. **BUILDINGS 3 STORIES AND OVER**
  - D. **ALL ASSEMBLY OCCUPANCIES (F.S. 553.71.7) (SCHOOLS, AUDITORIUMS, AND OTHER PUBLIC USE BLDGS)**
  - E. **ELECTRICAL SYSTEMS OVER 800 AMPS OR \$50,000**
  - F. **PLUMBING OVER 250 FIXTURE UNITS OR \$50,000**
  - G. **MECHANICAL OVER 15 TONS OR \$50,000**
  - H. **PRODUCT APPROVAL FOR EXTERIOR DOORS, WINDOWS, SKYLIGHTS , PANEL WALLS , (EIFS) STOREFRONTS, ROOFING PRODUCTS, SHUTTERS, STRUCTURAL COMPONENTS AND NEW EXTERIOR ENVELOPE PRODUCTS. (F.S. 553.842)**
- \_\_\_ 4. **ENERGY PACKET (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 850-830-8634)**
- \_\_\_ 5. **WATER & SEWER APPROVAL LETTER REQUIRED FROM DESTIN WATER USERS (837-6146)**
- \_\_\_ 6. **DESTIN FIRE CONTROL DISTRICT APPROVAL LETTER REQUIRED (837-8413).**
- \_\_\_ 7. **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)**
- \_\_\_ 8. **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.**
- \_\_\_ 9. **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 FOR HABITABLE CONSTRUCTION.**

**\*\*\*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.**

**\*\*\*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

## Interior Renovation/Build-Out 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: \_\_\_\_\_

(If other than owner)

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

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: \_\_\_\_\_

PAECEL 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 me 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

**INTERIOR REMODEL**

**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):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SHORT TERM RESIDENTIAL RENTAL UNIT (less than 180 days per year) (Y/N)**

**ARE YOU INCREASING THE NUMBER OF BEDROOMS? (Y/N)**

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

**FEMA FLOOD ZONE(S) & BASE FLOOD EL.:** \_\_\_\_\_

**Planner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Stormwater Specialist/Floodplain Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_