

OWNER/BUILDER- GENERAL REQUIREMENTS

The provision of Chapter 489 F.S. requires construction to be done by licensed contractors. You may apply for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor even though you do not have a license. You must perform or supervise the construction yourself. County ordinances require that all permit recipients possess technical knowledge to personally supervise all permitted work. Remember, you are accepting responsibility for Code Compliance, and other financial or business responsibilities, when you are acting as your own contractor.

As an owner/builder (O/B), you may build or improve a 1 or 2 family residence, or build or improve a commercial building at a cost of \$75,000 or less in value, within any 12-month period. The residence or building must be for your own use and occupancy. It may not be built for sale or lease.

If pulling a permit as owner/builder, you must personally appear in the Building Division for submittal, sign an Owner/Builder Affidavit, and have your signature notarized by a Building Division staff member.

As owner/builder, it is your responsibility to make sure that people employed by you have licenses and insurance as required by State law and County licensing ordinances.

NOTICE OF COMMENCEMENT

State Statute requires all permits with a value greater than \$2,500 to record a Notice of Commencement with the Clerk of the Circuit Court PRIOR TO THE FIRST INSPECTION. If replacing Air Conditioning equipment (HVAC), the requirement is a value of \$7,500 or more. The permit holder must supply the Building Division with a copy of the recorded Notice of Commencement to receive inspections.

TIME LIMITATION OF APPLICATION

FBC Chapter 1, 105.3.2 states: "An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless application has been pursued in good faith or a permit has been issued."

PERMIT INTENT FBC Chapter 1, 105.4.1 states: "Every permit issued shall become invalid unless the work authorized by such permit is commenced within six months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of six months after the time the work is commenced."

It is very important to keep these timelines current to avoid additional fees and/or new Code requirements.

HEALTH DEPARTMENT

If you are proposing an improvement on your property and it is currently on a septic system and/or a drinking water well, you must contact the Health Department for approval at 561-837-5940.

MOST COMMON O/B PERMITS

TYPE 1 BUILDING PERMITS

- A/C Change-Out
- Awnings
- Driveway w/Turn Out – In a County ROW
- Electric Service Change
- Pool Barrier Fence/Rail
- Wall
- Water Heater Change-Out
- Electric - L/V
- Mobile (Mfr'd) Home Roofover
- Reroofing
- Screen – Alum. Infill Wall Panel
- Sewer Connection
- Siding / Stucco on Frame
- Vinyl/Acrylic Removable Insert Systems
- Water Service Connection
- Window and Door Replacements
- Flagpole - Less Than 20'
- Residential Accessory Enclosure – Max. 6' x 6' x 8'H high for SFD only
- Planter – Under 3' in Height

TYPE 2 BUILDING PERMITS

- Air Conditioning- New System
- Canopy – Fabric Covered
- Carport
- Demolition
- Fire Damage/Emergency Repair
- Gas – Lines Only
- Gas – LP Tank and Lines
- Irrigation Electrical
- Mobile Home-Accessory structure
- Pole Barn
- Pool Deck
- Porch
- Screen Structure
- Shed
- Storm Shutters
- Window Wall System/ Sliding Glass Door
- A/C Change-Out
- Demolition
- Electrical- General
- Fire Damage/Emergency Repair
- Irrigation Electric

TYPE 3 BUILDING PERMITS

- Addition- 1&2 Unit Dwelling
- Alteration- Interior or Exterior
- Enclosing Carport, Garage, or Porch (Infill Walls)
- Barn
- Garage
- Guest House (No cooking facilities)
- Stable (No grooms Quarters)
- Storage
- Workshop
- Accessory Apartment
- Grooms Quarters (With or Without Stables)
- Spa
- Swimming Pool – Above-Ground
- Swimming Pool – In-Ground
- Manufactured Residential Building (Modular, NOT Mobile Home)

TYPE 5 BUILDING PERMITS

- Single Family dwelling
- Duplex