

REMODEL/REPAIR COST ESTIMATE/BREAKDOWN PACKET
THIS MUST BE COMPLETED



CITY OF MADEIRA BEACH

PLANNING & ZONING DEPARTMENT
300 MUNICIPAL DRIVE ♦ MADEIRA BEACH, FLORIDA 33708
(727) 391-9951 EXT. 244 ♦ FAX (727) 399-1131
planning@madeirabeachfl.gov



SUBSTANTIAL IMPROVEMENT/DAMAGE PACKET

Parcel ID#: _____

Property Address: _____

Permit number(s): _____

Contractor or Owner Builder's Name: _____

Contractor or Owner Builder's Phone Number: _____

Existing and Proposed Lowest Floor Elevation if changing (excluding garage): _____

Contractor Type: Licensed Contractor (Page 9 can be left blank) Owner Builder (Page 8 can be left blank)

I provided an ACV appraisal of my property in accordance with FEMA P-758 (Value: \$_____)

-OR-

I accept Pinellas County's Approximate Market Value (Value: \$_____)

I have provided a complete line-item cost breakdown on company letterhead to support this document as a fair cost of repair or improvement for my structure (pages 4-6 can be left blank; not applicable for owner/builder projects)

-OR-

This form will serve as the line-item cost breakdown for the complete estimated cost of construction as a fair cost of repair or improvement for my structure

Signature of Contractor or Owner-Builder

Date

ESTIMATED COST OF IMPROVEMENTS/RECONSTRUCTION

This package is for structures in the floodplain that are not compliant with current floodplain management regulations. You will be required to provide a completed Substantial Improvement Package upon submitting a building permit for an improvement on a non-compliant structure in the floodplain. To avoid delays in the permitting process, please read the below instructions.

- If a page is not necessary, please include the blank copy. All 9 pages of this document must be submitted together including for revisions.
- The value placed on all donated or discounted materials should be equal to the actual or estimated cost of such materials and must be included in the total cost. Where materials or servicing equipment are donated or discounted below normal market values, the value should be adjusted to an amount that would be equivalent to that estimated through normal market transactions. Section 4.4.4*
- The situation described above that involves donated or discounted materials may also involve volunteer labor. Also, property owners may undertake fairly significant improvement and repair projects on their own. In both cases, the normal “market” value or “going rate” for labor must be included in the estimates of the cost of improvement and the costs to repair. Section 4.4.5*
- This Cost of Estimate of Improvement/Reconstruction must be prepared and signed by a licensed General Contractor, Architect, Engineer or Owner/Builder. If a line item cost estimate is being provided, please note on the below chart to see an attached contract.
- Post storm repair permits must include labor costs associated with demo work & debris removal
- New HVAC condensers shown on hurricane related permits must be elevated to the Base Flood Elevation + one foot per FBC, 2023. Signed and sealed plans are required.
- Fill in the “Area/Quantity” column as necessary to provide an estimate of the size of the work area or the quantity of items, such as square feet of drywall, number of outlets, doors, windows, etc. Cabinets, countertops and vanities should be provided in linear feet.
- The “New Materials” column is for costs of new materials being used for that specific line item.
- The “Used Materials” column is for costs of purchased used materials or when removed materials are being re-installed for that specific line item. Insert the material cost of purchasing the used material, repairing the reused item (if any), or storing the existing materials. This will indicate items which were remove and reinstalled on the project and not needed to be re-purchased (kitchen cabinets removed and reinstalled, interior doors reused, etc.) (Refer to Section 4.4.4 of the *FEMA Substantial Improvement/Substantial Damage Desk Reference, FEMA P-758*).
- Once the worksheets are complete, the “Total Cost” section at the bottom of the pages with auto-calculate. Be sure these totals correlate with the totals on page 7 and be sure the grand total on page 7 matches the total on page 8 or 9.
- If an item or work description is not part of the cost breakdown and is found on the plans, the cost breakdown will be rejected.
- If the primary/general contractor’s profit or contingencies is already included in the line items, please specify on the totals chart (not applicable for owner-builder projects)
- If there are any items used on this project that are not listed on the worksheets, add them on the “Floodplain Other Cost Breakdown Worksheet” in the blank spaces provided.

SUBSTANTIAL IMPROVEMENTS/DAMAGES

Items to be included:

All structural elements, including:

- Spread or continuous foundation footings and pilings
- Monolithic or other types of concrete slabs
- Bearing walls, tie beams, and trusses
- Wood or reinforced concrete decking or roofing
- Floors and ceilings
- Attached decks and porches
- Interior partition walls
- Exterior wall finishes (e.g. brick, stucco or siding)
- Windows and doors
- Re-shingling or re-tiling a roof
- Hardware

All interior finish elements, including:

- Tiling, linoleum, stone, or carpet over sub-flooring
- Bathroom tiling and fixtures
- Wall finishes, including drywall, painting, stucco, plaster, paneling, marble or other decorative finishes
- Kitchen, utility and bathroom cabinets
- Built-in book cases, cabinets and furniture
- Hardware

All utility and service equipment

- HVAC equipment
- Repair or reconstruction of plumbing and electrical services
- Light fixtures and ceiling fans
- Security systems
- Built-in kitchen appliances
- Central vacuum systems
- Water filtration, conditioning or recirculation systems

Also:

- Labor and other costs associated with demolishing, removing, or altering building components
- Construction supervision and/or management
- Equivalent costs of work done by owner and volunteers
- Overhead and profit

Items to be excluded:

- Plan and specifications
- Survey costs
- Permit fees
- Debris removal (e.g. removal of debris from building or lot, dumpster rental, transport fees to landfill tipping fees) and cleanup (e.g. dirt and mud removal, building dry-out, etc.)
- Items not considered real property, such as throw rugs, furniture, refrigerator, stoves not built-in, etc.
- Landscaping
- Sidewalks
- Fences
- Yard lights
- Swimming pools
- Screened pool enclosures
- Sheds
- Gazebos
- Detached structures (including garages)
- Landscape irrigation

FLOODPLAIN BUILDING SHELL COST BREAKDOWN WORKSHEET

Item	N/A	Area/Quantity	New Materials	Used Materials	Labor	Total
Site Preparation						
Exterior Demolition & Debris Removal						
Footings						
Floor Slabs						
Termite Treatment						
Exterior Frame Walls						
Exterior Masonry & Concrete Walls						
Floor Framing						
Floor Sheathing						
Roof & Ceiling Framing						
Roof Sheathing						
Roof Covering						
Gutters & Downspouts						
Fascia & Soffits						
Exterior Stairs/Handrails/Landings						
Exterior Decks & Balconies						
Exterior Guardrails						
Exterior Wall Covering (Stucco)						
Exterior Wall Covering (Vinyl Siding)						
Exterior Wall Covering (Aluminum Siding)						
Exterior Wall Covering (Hardie Material)						
Exterior Wall Covering (Wood Products)						
Exterior Wall Covering (Paint)						
Exterior Wall Covering (Other)						
Windows						
Exterior Doors						
Glass Block						
Garage Doors & Openers						
Skylights & Solar Tubes						
Glazing Protection						
Waste Plumbing						
Potable (Drinking) Water Plumbing						
Potable (Drinking) Water Filtration/ Conditioning/Recirculation System						
A/C Compressor/Condenser Unit & Wiring						
A/C Air Handler Unit & Wiring						
Solar Panels & Equipment						
Installed Generator						
Exterior Beams & Columns						
Decorative Moldings						
Ceiling Insulation						
Wall Insulation						
Floor Insulation						
Flood Vents						
Fire Suppression System						
Fire Escape						

Total Building Shell Cost: \$ _____

FLOODPLAIN ENCLOSURE COST BREAKDOWN WORKSHEET

Item	N/A	Area/Quantity	New Materials	Used Materials	Labor	Total
Interior Demolition & Debris Removal						
Wall Framing						
Drywall – Walls						
Drywall – Ceiling						
Wall Finish/Painting/Covering						
Ceiling Finish/Painting/Covering						
Baseboard/Crown Molding/Trim Boards						
Floor Covering						
Electrical Service Panel						
Electrical Sub Panel						
Electrical Receptacles (120 VAC)						
Electrical Receptacles (240 VAC)						
Electrical Light Fixtures & Switches						
Ceiling Fans & Exhaust Fans						
Electrical Wiring						
Central Vacuum System						
Security System & Intercom System						
A/C Ducting						
Sinks						
Toilets						
Bathtubs & Jacuzzis						
Showers						
Water Heater						
Washing Machine & Dryer Hookup						
Sump Pumps						
Built-in Appliances						
Built-in Furniture						
Closet Shelving						
Cabinets & Vanities						
Counter Tops						
Interior Doors						
Fireplace/Hearth/Mantel						
Chimney / Chimney Cap						
Elevator & Equipment						
Interior Stairs/Handrails/Landings						
Interior Guardrails						

Total Enclosure Cost: \$ _____

FLOODPLAIN OTHER COST BREAKDOWN WORKSHEET

[illegible]

Total Other Cost: \$ _____

TOTALS	
BUILDING SHELL TOTAL	\$
ENCLOSURE TOTAL	\$
OTHER COSTS TOTAL	\$
SUBTOTAL	\$
CONTRACTOR OVERHEAD & PROFIT (owner/builder minimum 15% overhead required)	\$
GRAND TOTAL	\$

Total cost of all other related Permits: \$ _____

If the total on the contract does not match the subtotal or grand total above, please explain below (i.e. "contract is x dollars more because of debris haul away costs" or "contract is x dollars less because of items purchased by homeowner not being included in contract")

This disclosure is to comply with substantial improvement as defined in Madeira Beach Code of Ordinances Chapter 94 - FLOODPLAIN MANAGEMENT

I fully understand that phasing improvements to the building is not permitted. I hereby attest that the description in the permit application for the work on the existing building that is located at the property identified above is all the work that will be done, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement. I fully understand all additional defects, reconstruction costs, damage, and/or unforeseen repairs (i.e., termite damage, deteriorated wood, or storm damage) may trigger the requirement for total compliance with flood regulations of this structure. Owner and contractor agree that the total scope and cost of this project shall not be increased in any manner without the express written consent of the Madeira Beach Building Department and Community Development Department. Further acknowledgment is made that any increase may require the entire structure to comply with current FEMA and applicable building code regulations. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. Violating the FEMA improvement threshold may result in removal of improvement work, revocation of the Certificate of Occupancy for the building, and/or an order to remove the structure.

Owner Signature

Date

Owner Name

Co-Owner Signature

Date

Co-Owner Name

LICENSED CONTRACTOR
IMPROVEMENT/RECONSTRUCTION AFFIDAVIT

Parcel ID#: _____

Owner's Name: _____

Project Address: _____

Contractor's Name: _____ License #: _____

Contractor Company name: _____

Contractor Company address: _____

I hereby attest to the fact that I, or a member of my staff, personally inspected the above-mentioned property and produced the attached itemized list of repairs/reconstructions and/or remodeling which is hereby submitted for the **SUBSTANTIAL IMPROVEMENT/DAMAGE REVIEW**. These listed damages/improvements are **ALL of the improvements/damages** sustained by this structure and all additions, improvements, or repairs proposed on the subject building are included in this estimate.

I understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made repairs **NOT included on the attached list of improvements/repairs**, or improvements or illegal structures/additions to the existing structure without having present plans for such additions. I understand that any permit issued by the City of Madeira Beach pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds or non-conforming uses or structures on the subject property.

TOTAL COST \$ _____

Contractor Signature

STATE OF _____

COUNTY OF _____

Before me this day personally appeared _____ who, being duly sworn disposes and says that s/he has read, understands, and agrees to comply with all the aforementioned conditions.

Sworn and subscribed before me this _____ day of _____, 20____. Personally known or produced _____ as identification.

(Notary Public Stamp)

Notary Public
Commission #: _____

Date Commission Expires: _____

OWNER-BUILDER
IMPROVEMENT/RECONSTRUCTION AFFIDAVIT

Parcel ID#: _____

Owner's Name: _____

Project Address: _____

I hereby attest to the fact that I, or a member of my staff, personally inspected the above-mentioned property and produced the attached itemized list of repairs/reconstructions and/or remodeling which is hereby submitted for the **SUBSTANTIAL IMPROVEMENT/DAMAGE REVIEW**. These listed damages/improvements are **ALL of the improvements/damages** sustained by this structure and all additions, improvements, or repairs proposed on the subject building are included in this estimate and the project total will not exceed the total cost listed below.

I understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made repairs **NOT included on the attached list of improvements/repairs**, or improvements or illegal structures/additions to the existing structure without having present plans for such additions. I understand that any permit issued by the City of Madeira Beach pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds or non-conforming uses or structures on the subject property.

I understand that by submitting an owner-builder remodel permit under Section 489.103(7) of the Florida Statutes I must supervise the work being performed. Any person working on the building who is not licensed must be employed by me, which means that I must deduct F.I.C.A. and withholding tax and provide workers' compensation for that employee. I understand that I could be held liable for injuries incurred on my property. I further understand that the property may not be offered for sale or lease within 1 year after completion.

TOTAL COST

\$ _____

Owner Signature

Co-Owner Signature

STATE OF _____

COUNTY OF _____

Before me this day personally appeared _____ who, being duly sworn disposes and says that s/he has read, understands, and agrees to comply with all the aforementioned conditions.

Sworn and subscribed before me this _____ day of _____, 20____. Personally known or produced _____ as identification.

(Notary Public Stamp)

Notary Public

Commission #: _____

Date Commission Expires: _____