UNIVERSAL COUNTY-WIDE/MUNICIPAL BUILDING PERMIT APPLICATION FORM

January 2024 Edition

Approved for use throughout Palm Beach County and Municipalities

FOR OFFICE USE ONLY		
FBC Version:	Permit Type:	
Accepted By:	Application Date:	
Application #:		

I KIND of PERMIT (CHECK ONE):				
	PROPERTY OWNER:			
□ PRIMARY PERMIT	TENANT:			
□ SUB-PERMIT - If Fee & Value of a Sub-Permit are	ADDRESS:UNIT:			
covered under a Primary Permit, complete boxes <u>1</u> , <u>3</u> , <u>4, 5, 6</u> <u>&</u>	CITY:STATE:ZIP:			
8 only to apply. If not covered under a Primary Permit, complete the entire application to apply.	PHONE:			
PRIVATE PROVIDER: PLAN REVIEW INSPECTIONS	Email:FAX:			
<u></u>	4			
TRADE (CHECK ONE):	PROJECT NAME:			
□ STRUCTURAL □ ROOFING □ ELECTRICAL	PCN:			
□ MECHANICAL □ PLUMBING □ FIRE □ GAS	LEGAL DESCRIPTION:			
□ OTHER: PRIMARY PERMIT #:	PROJECT ADDRESS:			
PRIIVIARY PERIVITI #:	CITY:			
5 -				
FURTHER WORK DESCRIPTION:				
Type of Work: □ New □ Addition □ Alteration □ Repair □ D	Demo □ Temporary □ Other			
VALUE: PERMIT FEE: NET S	S.F (for SFD's):			
<u>6</u>				
□ OWNER BUILDER PER FL. ST. 489 (AS NAMED ABOVE, FOR CONTACT INFORMATION SEE BOX 2)				
□ CONTRACTOR (CERT. HOLDER):	License #:			
DBA (COMPANY NAME):	Contact Person:			
ADDRESS:	Contact Person: STATE: ZIP: EMAIL:			
PHONE:FAX:	EMAIL:			
Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or				
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installation has commenced prior to the issuance of	a permit and that all work will be performed to meet the standards of			
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MORE (EXCEPT HVAC REPAIR /REPLACEMENT < \$15,000). PLEASE A	• • •			
Fee Simple Titleholder's Name (If other than owner):	Bonding Company:			
Fee Simple Titleholder's Address (If other than owner):	Bonding Company Address:			
City: State: zip:	City: State: zip:			
□ Same as Owner	□ Not Applicable			
Architect/Engineer's Name:	Mortgage Lender's Name:			
Architect/Engineer's Name Address:	Mortgage Lender's Address:			
City: State: Zip:	City: State: Zip:			
□ Not Applicable	□ Not Applicable			
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.				
NOTICE TO CONTRACTOR: FOR A DIRECT CONTRACT GREATER THAN \$5,000 (EXCEPT FOR HVAC SYSTEM REPAIR				
OR REPLACEMENT LESS THAN \$15,000), FLORIDA STATUTES REQUIRE THE APPLICANT TO FILE WITH THE				
ISSUING AUTHORITY, PRIOR TO THE FIRST INSPECTION, EITHER A CERTIFIED COPY OF THE RECORDED (BY				
OWNER) NOTICE OF COMMENCEMENT OR A NOTARIZED STATEMENT (BY OWNER) THAT THE				
NOTICE OF COMMENCEMENT HAS BEEN FILED FOR RECORDING, ALONG WITH A COPY THEREOF. IN THE				
ABSENCE OF A CERTIFIED COPY OF THE RECORDED NOTICE OF COMMENCEMENT, NO SUBSEQUENT				
INSPECTIONS CAN BE PERFORMED UNTIL THE APPLICANT FILES SUCH CERTIFIED COPY WITH THE ISSUING				
AUTHORITY. THE CERTIFIED COPY OF THE NOTICE OF COMMENCEMENT MUST CONTAIN THE NAME AND				
ADDRESS OF THE OWNER, THE NAME AND ADDRE	SS OF THE CONTRACTOR, AND THE LOCATION OR			
ADDRESS OF THE PROPERTY BEING IMPROVED.				
IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING				
WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.				
FOR APPLICATIONS SUBMITTED UNDER THE PRIVATE PROVIDER PROVISIONS OF F.S. SECTION 553.791, THIS				
APPLICATION IS NOT CONSIDERED COMPLETE OR SUFFICIENT FOR PURPOSES OF SUBMISSION TO THE BUILDING				
DEPARTMENT UNTIL THE APPLICANT SECURES ALL NECESSARY APPROVALS FROM OTHER DEPARTMENTS OR				
AGENCIES INCLUDING, BUT NOT LIMITED TO, PLANNING, ZONING, ENGINEERING, FIRE RESCUE,				
ENVIRONMENTAL, AND THE FLORIDA DEPARTMENT OF HEALTH.				
	BELOW THIS LINE			
13	14			
CODE EDITION/NOTES:	USE (CHECK ONE):			
	□ 1 & 2 FAMILY □ TOWNHOUSE □ CONDOMINIUM			
	□ MULTI-FAMILY □ COMMERCIAL □ INDUSTRIAL			
	□ AGRICULTURAL - BLDG CODE EXEMPT □ OTHER:			
	□ USE CHANGE:			

FEE SIMPLE TITLEHOLDER, BONDING COMPANY, ARCHITECT/ENGINEER AND MORTGAGE LENDER INFO IS REQUIRED WHEN THE