



## City of Niceville Guidelines for Building Permit Applications

To the prospective applicant:

These guidelines are provided to make the process of acquiring a building permit as simple as possible. In recent years Florida laws have changed building permit and construction lien requirements. The new laws should protect individuals and businesses involved with construction. Please read the guidelines and provide the required information to make the process as smooth as possible.

### GENERAL GUIDELINES:

- ✚ **Building permits are required** for any construction, enlargement, alteration, or repair of any building or structure, or for installation, alteration, repair, conversion or replacement of any electrical, gas, mechanical or plumbing system, the installation of which is regulated by technical codes of the Florida Building Code (FBC). The City of Niceville has adopted the FBC as required by Florida Statute 468.
- ✚ **Wind Loads.** All new construction and additions of 25% or more to existing floor space under roof must be built to meet **130 mph, exposure B wind loads.**
- ✚ **A Notice of Commencement is required for all improvements to real estate valued at more than \$2,500.00.** Owners are required to post a copy of the notice certified by the County Clerk at the construction site. A 1996 provision of the lien law (Ch 713.13 F.S.) requires that a copy of the certified Notice of Commencement be filed with the issuer of the building permit (City of Niceville, Building Inspection). These notices protect the interests of honest owners and contractors alike.

ONE SET OF SEALED PLANS WITH ENERGY CALCULATIONS ARE REQUIRED FOR NEW SINGLE FAMILY RESIDENCES (SFR) AND MAJOR ADDITIONS TO EXISTING SFR.

FOR STRUCTURES OTHER THAN RESIDENCES, ADDITIONAL INFORMATION IS REQUIRED IF PLANS ARE NOT SUBMITTED.

INCLUDE A SITE PLAN SHOWING ALL EXISTING STRUCTURES AND PROPOSED STRUCTURES WITH SETBACKS. \*\*POOL SITE PLANS MUST ALSO INCLUDE A 4' (MINIMUM) FENCE WITH A SELF LOCKING GATE.

FOR MORE INFORMATION ABOUT BUILDING PERMIT REQUIREMENTS PLEASE VISIT THE CITY'S WEB SITE AT [www.cityofniceville.org](http://www.cityofniceville.org)

## CITY OF NICEVILLE BUILDING PERMIT

**WARNING TO OWNER (F.S. 713.135): YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

PARCEL ID # \_\_\_\_\_

LEGAL DESCRIPTION \_\_\_\_\_

JOB ADDRESS \_\_\_\_\_

OWNER NAME AND ADDRESS \_\_\_\_\_

CONTRACTOR NAME AND PHONE NUMBER \_\_\_\_\_

CONTRACTOR ADDRESS \_\_\_\_\_

ENGINEER/ARCHITECT NAME (if applicable) \_\_\_\_\_

ADDRESS \_\_\_\_\_

ESTIMATED COST OF JOB: \$ \_\_\_\_\_

**TYPE OF WORK:**

- |  |                                |
|--|--------------------------------|
| 1. ___ NEW SINGLE FAMILY RES. <b>TOTAL SQ. FT.</b> _____   | 6. ___ RE-ROOF                 |
| 2. ___ ADDITION TO EXISTING SFR <b>TOTAL SQ. FT.</b> _____ | 7. ___ SHED                    |
| 3. ___ ALTERATION TO EXISTING SFR                          | 8. ___ DETACHED GARAGE         |
| 4. ___ REPAIR OF AN EXISTING SFR                           | 9. ___ POOL                    |
| 5. ___ FENCE (fence height _____)                          | 10. ___ OTHER (describe below) |

**NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM OTHER GOVERNMENTAL ENTITIES SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES OR FEDERAL AGENCIES.**

**I HEREBY CERTIFY THAT THE INFORMATION SET FORTH ON THIS CITY OF NICEVILLE BUILDING PERMIT APPLICATION IS A TRUE AND CORRECT DESCRIPTION OF THE PROPOSED WORK TO BE DONE AND THAT ANY CHANGES NOT APPROVED BY THE BUILDING OFFICIAL OR FIRE INSPECTOR WILL RENDER THE BUILDING PERMIT ON THE APPLICATION NULL AND VOID.**

APPLICANT SIGNATURE		DATE	
BUILDING OFFICIAL SIGNATURE		DATE	
FIRE INSPECTOR SIGNATURE		DATE	

PERMIT FEE	\$
RADON GAS FUND	\$
<b>TOTAL</b>	<b>\$</b>

**CITY OF NICEVILLE BUILDING PERMIT APPLICATION  
SUPPLIMENTAL INFORMATION**

BUILDING HT \_\_\_\_\_ TYPE \_\_\_\_\_

TOTAL SQUARE FEET \_\_\_\_\_

**FOUNDATION:** MATERIAL \_\_\_\_\_ SPOT PIERS \_\_\_\_\_

CONTINUOUS FOOTING \_\_\_\_\_ DEPTH BELOW GRADE \_\_\_\_\_

SIZE \_\_\_\_\_ FOUNDATION WALL THICKNESS \_\_\_\_\_

SIZE VENTS \_\_\_\_\_ DISTANCE APART \_\_\_\_\_

SIZE OF PIERS OR PLASTERS \_\_\_\_\_

**FRAMING:** SIZE OF EXTERIOR SILL \_\_\_\_\_ INTERIOR SILL \_\_\_\_\_

SIZE OF STUDDING                      X                      @                      C.C.HT.

FLOOR JOIST: 1<sup>ST</sup> FLOOR \_\_\_\_\_ SPACED C.C. GREATEST SPAN \_\_\_\_\_

CLEARANCE ABOVE GROUND LEVEL TO BOTTOM OF SILL \_\_\_\_\_

CROSS BRIDGING DISTANCE APART \_\_\_\_\_

CEILING JOIST-SIZE \_\_\_\_\_ SPACED C.C. GREATEST SPAN \_\_\_\_\_

RAFTERS-SIZE \_\_\_\_\_ SPACED C.C. GREATEST SPAN \_\_\_\_\_

**EXTERIOR:** WILL SHEATHING BE USED (Y/N) \_\_\_\_\_ if yes, TYPE \_\_\_\_\_

WALL FINISH \_\_\_\_\_ THICKNESS \_\_\_\_\_

ROOF COVERING TYPE \_\_\_\_\_ WEIGHT PER SQUARE \_\_\_\_\_