Commercial
Permit Requirements
FOR CONTRACTORS

- Permit Application
- Mechanics Lien Affidavit
- Drainage Affidavit
- Right of Way permit application; signed by the contractor (additional comments will be made by the Engineering Dept. & will be returned to the contractor with the permit at time of issuance.)
- Notice Of Commencement (Only if over $2,500.00, not required until first inspection)
- Copy of Recorded warranty deed
- Sub cards for sub-contractors (postage must be affixed to cards)
- Mailing envelope addressed to the property owner with postage affixed
- Proof of water and wastewater disposal hookup (Water and sewer receipt from utility company or well and septic tank permit from Environmental Health Dept.)
- St. Johns River Water Management Permit
- Department of Environmental Protection (if required)
- Any new development must have a statement on the plans that the lighting complies with section 6.05.05 of the Flagler County Code.
- 3 signed and sealed site plans approved by the Technical Review Committee showing drainage, parking, grading, proposed construction and existing topography.
- Landscape Plan- meeting landscape requirements of F.C. Land Dev. Code, section 5.01.00 and section 6.01.00 “Index Tree Removal and Protection”
- Fire Sprinkler Permit when necessary

The following items must be bound into 2 separate packages:
- 2 sets of sealed construction plans FB sec 104.2.1
- 2 sets of sealed energy calculations for climate zone 3
- 1 original and 1 copy of the Flagler County Product Approval Permit Application form or 2 sets of manufacturer’s specifications and product approval for all exterior windows, doors, overhead garage doors and skylights.
- 2 sets of signed and sealed truss engineering if or engineered conventional framing system.
- 2 sets of fire sprinkler plans when required

*** THIS LIST IS INTENDED ONLY AS A GUIDE LINE FOR APPLICATION SUBMITTAL AND MAY OR MAY NOT BE ALL INCLUSIVE***

It is the applicant's responsibility to produce Notice of Commencement as specified in Florida Statute Chapter 713.13, prior to the scheduling of inspections. All inspections must be complete to close out the permit when the project is complete. Failure to close out permits may result in additional fees and/or suspension of rights to obtain additional permits.

Revised 04/2015
Flagler County
Building Permit Application

1. Property Owners Name: ________________________________________________________
   Mailing Address: ____________________________________________________________
   Phone Number: ____________________________ E-mail: ____________________________

2. Location of Property/Job Address: ___________________________________________
   Legal Description: __________________________________________________________
   Parcel #: ____________________________ Block: ____________________________ Lot: ______

3. Contractor / Installer: ______________________________________________________
   Address: __________________________________________ State License: __________
   City/State/Zip Code: __________________________ Phone #: ______________________
   Fax #: ________________________________________ Cell #: ________________________
   E-mail: ______________________________________

4. Description of Work: ________________________________________________________
   Commercial ☐ Residential ☐
   Mobile Home: Make ____________________ Model ____________________ Year ______
   Serial Number: ______________________
   Specify Single or Double Wide Width: ______ x Length: ______ (without hitch)=Sq Ft: ______
   Is this a replacement home? ☐ YES or ☐ NO (If yes provide proof)

5. Total Square Footage Under Roof: __________________________________________

6. Type of Construction, Occupancy Classification and Area Totals:

<table>
<thead>
<tr>
<th>Type of Construction (check one):</th>
<th>IA</th>
<th>IB</th>
<th>IIA</th>
<th>IIB</th>
<th>IIIA</th>
<th>IIIIB</th>
<th>IV</th>
<th>VA</th>
<th>VB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occupancy Classification (check one):</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A-1</td>
<td>A-2</td>
<td>A-3</td>
<td>A-4</td>
<td>B</td>
<td>E</td>
<td>F-1</td>
<td>F-2</td>
<td>H-1</td>
<td>H23</td>
</tr>
<tr>
<td>I-2</td>
<td>I-3</td>
<td>I-4</td>
<td>M</td>
<td>R-1</td>
<td>R-2</td>
<td>R-3</td>
<td>R-4</td>
<td>S-1</td>
<td>S-2</td>
</tr>
</tbody>
</table>

Living Area: _______ Square feet. Non Living: _______ Square feet.
Number of Rooms (total): _______ Number of Bedrooms: _______ Number of Bathrooms: _______
Number of Stories: _______ Habitable Floors: _______ Number of Elevators: _______
Patio: _______ Square feet. Driveway: _______ x _______ Pool Area (including deck): _______
Fire Sprinklers: ☐ YES or ☐ NO (If yes, separate permit required)

7. Potable Water Supplied by: ___________________________ Septic Tank Permit #: ________
or Water and Sewer Company: ___________________________

8. Total Cost of Improvements: ________________________________________________

9. Sub Contractor Information:

   Electrical Contractor:
   DBA: ____________________________ License Holders Name: ____________________________
   State License Number: ____________ Size of Electrical Service: Phase: ____________ Amps: ____________

   Plumbing Contractor:
   DBA: ____________________________ License Holders Name: ____________________________
   State License Number: ____________ Number of Bathrooms: ____________
   Number of Fixtures, Floor Drains and Traps: ____________________________
**Mechanical Contractor:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Cost of Mechanical:</td>
</tr>
<tr>
<td>Size of Unit:</td>
<td>tons.</td>
</tr>
</tbody>
</table>

**Roofing Contractor:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Cost of Roof:</td>
</tr>
<tr>
<td>Type of Roof to be Installed:</td>
<td>Square Footage of Structure:</td>
</tr>
</tbody>
</table>

**Aluminum Contractor:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Cost of Aluminum Structure:</td>
</tr>
<tr>
<td>Square Footage under Solid Roof Panels:</td>
<td></td>
</tr>
</tbody>
</table>

**Gas Contractor:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Number of Outlets:</td>
</tr>
</tbody>
</table>

**Elevator / Fence:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Cost of Elevator / Fence:</td>
</tr>
</tbody>
</table>

**Others Contractor:**

<table>
<thead>
<tr>
<th>DBA:</th>
<th>License Holders Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State License Number:</td>
<td>Total Cost of Others:</td>
</tr>
</tbody>
</table>

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.

**“FAILURE TO COMPLY WITH THE MECHANICS LIEN LAW CAN RESULT IN THE PROPERTY OWNER PAYING TWICE FOR THE BUILDING IMPROVEMENTS”**

(Signature) (Printed Name)

IS SIGNING AS: CONTRACTOR MOBILE HOME INSTALLER OWNER* (Check one)

State of _________________________________ County of _________________________________

Sworn to and Subscribed before me, the _____ Day of _________________________________, 20___ by _________________________________ who is personally known to me or has produced _________________________________ as identification.

(Type of Identification)

Signature of Notary Public or Staff Signature* Print, Type or Stamp of Notary

*To qualify as an owner/builder, the owner of the property must personally appear at Central Permitting and sign this application. (FS §489.103.7b)
Mechanics Lien Affidavit

I______________________________, the owner of the real property upon which improvements are to be constructed have received a copy of the Mechanics Lien Law Warning, Chapter 713, part 1, Florida Statutes.

Improvements to be constructed on lot ________________, block ___________, subdivision ___________________. If not in platted subdivision attach legal description.

______________________________  
Owner's signature

______________________________  
Address

______________________________  
City, State, Zip

The foregoing was acknowledged before me this ______day of ______, 20____, by ______________________ who is personally known to me or has produced ______________________ as identification and who DID or DID NOT take an oath.

______________________________  
Notary Public

http://flaglercounty.org/forms/building/MechanicsLien.pdf
Florida's Construction Lien Law
Protect Yourself and Your Investment

According to Florida law, those who work on your property or provide materials, and are not paid-in-full, have a right to enforce their claim for payment against your property. This claim is known as a construction lien.

If your contractor fails to pay subcontractors or material suppliers, the people who are owed money may look to your property for payment, **even if you have paid your contractor in full.**

This means that if a lien is filed against your property, your property could be sold against your will to pay for labor, materials, or other services which your contractor may have failed to pay.

This document provides information regarding Florida Statute 713, Part 1, as it pertains to home construction and remodeling, and provides tips on how you can avoid construction liens on your property.

**Protecting Yourself**

If you hire a contractor and the improvements cost more than $2,500, you should know the following:

- You may be liable if you pay your contractor and he then fails to pay his suppliers or contractors. There is a way to protect yourself. A Release of Lien is a written statement that removes your property from the threat of lien. Before you make any payment, be sure you receive this waiver from suppliers and subcontractors covering the materials used and work performed on your property.
- Request from the contractor, via certified or registered mail, a list of all subcontractors and suppliers who have a contract with the contractor to provide services or materials to your property.
- If your contract calls for partial payments before the work is completed, get a Partial Release of Lien covering all workers and materials used to that point.
- Before you make the last payment to your contractor, obtain an affidavit from your contractor that specifies all unpaid parties who performed labor, services or provided services or materials to your property. Make sure that your contractor provides you with final releases from these parties before you make the final payment.
- Always file a Notice of Commencement before beginning a home construction or remodeling project. The local authority that issues building permits is required to provide this form. You must record the form with the Clerk of the Circuit Court in the county where the property being improved is located. Also post a certified copy at the job site. (In lieu of a certified copy, you may post an affidavit stating that a Notice of Commencement has been recorded. Attach a copy of the Notice of Commencement to the affidavit.)
- In addition, the building department is prohibited from performing the first inspection if the Notice of Commencement is not also filed with the building department. You can also supply a notarized statement that the Notice has been filed, with a copy attached.

The Notice of Commencement notes the intent to begin improvements, the location of the property, description of the work and the amount of bond (if any). It also identifies the property owner, contractor, surety, lender and other pertinent information. Failure to record a Notice of Commencement or incorrect information on the Notice could contribute to your having to pay twice for the same work or materials.
Notice To Owner
Prior to filing a lien, a lienor who does **not** have a direct contract with the owner, must serve the owner with a Notice to Owner. The Notice to Owner must state the lienor's name and address, and a description of the real property and the nature of the services or materials being furnished. The Notice to Owner must be served before commencing, or within 45 days of commencing, to furnish the services or materials (but before owner's final payment to the contractor). A lien cannot be enforced unless the lienor has served the Notice to Owner as described above.

**Whose Responsibility is it To Get These Releases?**
You can stipulate in the agreement with your contractor that he must provide all releases of lien. If it is not a part of the contract, however, or you act as your own contractor, **YOU** must get the releases.

If you borrow money to pay for the improvements and the lender pays the contractor(s) directly without obtaining releases, the lending institution may be responsible to you for any loss.

**What Can Happen If I Don't Get Releases Of Lien?**
You will not be able to sell your property unless all outstanding liens are paid. Sometimes a landowner can even be forced to sell his property to satisfy a lien.

**Who Can Claim A Lien On My Property?**
Contractors, laborers, materials suppliers, subcontractors and professionals such as architects, landscape architects, interior designers, engineers or land surveyors all have the right to file a claim of lien for work or materials. **Always require a release of lien from anyone who does work on your home.**

**Contesting A Lien**
A lien is valid for one year, unless a lienor files a lawsuit to enforce the lien prior to the expiration of the year. An owner has a right to file a Notice of Contest of Lien during the one-year period. Upon the filing of a Notice of Contest of Lien, a lienor must file a lawsuit to enforce the lien within 60 days. Failure of the lienor to timely file a lawsuit renders the lien invalid.

THE CONSTRUCTION LIEN LAW IS COMPLEX AND CANNOT BE COVERED COMPLETELY IN THIS DOCUMENT. WE RECOMMEND THAT WHENEVER A SPECIFIC PROBLEM ARISES, YOU CONSULT AN ATTORNEY.

To register a complaint (or learn if complaints have been filed against a prospective contractor), contact the Florida Department of Business and Professional Regulation’s Customer Contact Center at: 850.487.1395 or CallCenter@dbpr.state.fl.us

**Or write to:** Florida Department of Business and Professional Regulation
1940 North Monroe Street
Tallahassee, Florida 32399-1027

**Or visit online at:** [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com)

License verification is available 24 hours a day and 7 days a week by calling our Customer Contact Center at 850.487.1395 or going online to [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com) *Search for a Licensee.*

You may also contact your local building department or the Better Business Bureau.
A. OWNER/SITE INFORMATION:

Name of Owner: _____________________________ Phone Number: ____________________
Address: _______________________________________________________________________
Subdivision Name: ______________________________ Lot Number of Site: _____________
Tax Parcel Number: Section: _____Township: _____Range: _______-_______-_______-_______

B. CERTIFICATE OF COMPLIANCE:
The undersigned owner of the above-described property hereby certifies that development of the above property will not result in:
1. Flooding of adjacent lands.
2. Blockage of existing drainage systems, natural or manmade.
3. The destruction of existing drainage systems, natural or manmade.
4. Erosion of fill or disturbed materials onto adjacent lands or environmentally sensitive areas (as determined by Flagler County).
5. The destruction of roadside drainage swales, roadway pavement and/or shoulders.
6. Flooding of the proposed structure during a 100-year frequency storm.
7. Construction to an elevation less than that required by the Flagler County Land Development Code. (Applicant is cautioned UNAUTHORIZED construction may be subject to demolition).
8. Inadequate onsite drainage in the vicinity of the proposed structure.
9. Deviation from the approved grading plan for this property.

C. RELEASE AND AUTHORIZATION:
1. The undersigned hereby release and holds harmless the County of Flagler and its authorized agents and/or employees from any and all claims of damage of every kind and nature whatsoever to said property, or contiguous properties, arising from the approval of this application or construction of required improvements.
2. The undersigned hereby grants unto authorized agents and/or employees of the County of Flagler the right to enter upon said property for inspection and enforcement activities. Flagler County reserves the right to require the property owner to implement reasonable measures regarding drainage control including, but not limited to, submittal of signed and sealed engineering drainage plans.

(Signature) _____________________________ (Printed Name) _____________________________

State of _____________________________
County of _____________________________

Sworn to and Subscribed before me, the _____ Day of _____________________________, 20_____ by _____________________________ who is personally known to me or has produced _____________________________ as identification.

(Type of Identification)

__________________________________ ____________________________________________________________________________________
Signature of Notary Public Print, Type or Stamp of Notary

Revised 07/14
NOTICE OF COMMENCEMENT

State of __________________
County of__________________

The undersigned hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. Description of property: (legal description of the property, and street address if available)

2. General description of improvement:

3. Owner information:
   a. Name and address:
   b. Interest in property:
   c. Name and address of fee simple titleholder (if other than Owner):

4. Contractor:
   a. Contractor name and address:
   b. Contractor’s phone number:

5. Surety
   a. Surety name and address:
   b. Phone number:
   c. Amount of bond:

6. Lender:
   a. Lender’s name and address:
   b. Lender’s phone number:

7. a. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statutes: (name and address).
   b. Phone numbers of designated persons:

8. a. In addition to himself or herself, Owner designates ____________ of ____________ to receive a copy of the Lienor’s Notice as provided in Section 713.13(1)(b), Florida Statutes.
   b. Phone number of person or entity designated by owner:

9. Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is specified): _________________

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN 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.

____________________________________________________ _________________________________
(Signature of Owner or Owner’s Authorized Officer/Director/Partner/Manager) (Signatory’s Title/Office)

The foregoing instrument was acknowledged before me this _____ day of _____, ____________, by __________________________
(year) (name of person)
as __________________________________________ for __________________________________________
(type of authority, . . . e.g. officer, trustee, attorney in fact) (name of party on behalf of whom instrument was executed)

__________________________
(Signature of Notary Public - State of Florida)
Print, Type, or Stamp
Commissioned Name of Notary Public

Personally Known _____ OR Produced Identification _____
Type of Identification Produced ______________________

Verification pursuant to Section 92.525, Florida Statutes.

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true to the best of my knowledge and belief.
AFFIDAVIT OF
NOTICE OF COMMENCEMENT FILING

I, ________________________________________________, of
(Owner’s Name)

___________________________________________
(Street Address)

_____________________________________________
(City, State and Zip)

hereby certify the attached is a copy of the Notice of Commencement
that is being filed with the Clerk of the Circuit Court for the improvement
as noted:

__________________________
(Please specify the improvement/work)

as permitted by Flagler County Building Department.

___________________________________________
(Owner’s or Contractor’s Signature) (Date)

State of ________________________

County of ______________________

Sworn and subscribed before me this _____ day of ____________, 20____
who is personally known to me or produced: _____________________________
as identification.

___________________________________________
(Notary Public Signature) (Seal)

___________________________________________
(Printed or Typed Name of Notary)

My Commission Expires: ______________________
# Flagler County

## Right-of-Way Utilization Application

With Single Family Residential Application Please Submit:  
- Two (2) Sets of Driveway Cross Sections  
- Two (2) Sets of Site Plans on 8½ x 11  

With Commercial Application Please Submit:  
- Three (3) Sets of Driveway / Offsite Improvement Plans  

**IMPORTANT:** Instructions (page 2) are part of the Permit and must be submitted with application.  
A Driveway Form inspection is required prior to concrete placement. Please call the inspection line at (386) 313-4090 with inspection code of 861 a minimum of two (2) working days prior to pour.

**SUBJECT TO GENERAL LAW AND THE FOLLOWING ADDITIONAL REQUIREMENTS.**

1. Install Culvert Pipe per Swale Sheet to be issued separately (if required).
2. Swale to meet grade on Swale Sheet from Property Line to Property Line (if required).
3. Right-of-Way area to be sodded per instructions. All disturbed areas in Right-of-Way must be sodded prior to final inspection.
4. Driveway Form Inspection required prior to placement of concrete.

<table>
<thead>
<tr>
<th>Type of Application:</th>
<th>Number and Type of Underground Road Crossings</th>
<th>Name of Utility Company Notified (per Conditions in paragraph 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Development</td>
<td>Open cuts only under special circumstances</td>
<td></td>
</tr>
<tr>
<td>Driveway</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Underground Utility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subdivision</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road Opening</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Right-of-Way Utility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Construction</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST OF IMPROVEMENTS$:** __________ Franchise Number: __________

Contractor/Installer: __________________________ State License: __________

Contractor Address: ___________________________ Phone/Fax: __________

Applicant’s Name: ___________________________ Firm Name: __________

Applicant’s Address: __________________________ Phone/Fax: __________

Description of Proposed Work: __________________________

Construction/Installation Location: __________

Parcel #: __________________________ Start Date: __________

Subdivision: __________________________ Block: ______ Lot: ______

---

**For Office Use Only**

- Fee Paid  
- Fee Amount: $________  
- Payment Type: __________  
- Date Approved: __________  
- Permit Expires: __________

Approved by: __________________________  

- Additional Requirements Attached

Title of Approved Plans & Date of County Approval (if applicable): __________

Page 1 of 2  
Revised 5/2015
Instructions and Conditions

General Information and Instructions:
Please fill out the application completely, sign the bottom of page 2 and submit to Central Permitting. The original application becomes the approved permit when Development Engineering completes the “For Office Use Only” section and the appropriate fees* are paid. Either the permit or a copy thereof must be available at all times at the worksite (where the work is being performed).

*Work Without Permit: Any work that commences without the required permits available on the job site shall be immediately suspended until such time as the required permits have been acquired. A fee for work commenced without a valid permit issued shall be assessed in addition to the normal permit fee. The charge shall be as prescribed by the Board of County Commissioners. Emergency work is excluded from the charge.

Conditions:
It is understood and agreed that the rights and privileges herein set out are granted to the extent of the County’s right, title and interest in the land to be entered upon and used by the permittee. The permittee shall at all times assume all risk and indemnify, defend and save harmless the County of Flagler from and against all loss, damage, cost or expense arising, in any manner, on account of the exercise or attempted exercise by said permittee of the aforesaid rights and privileges.

Applicant declares that prior to filing this permit he has ascertained the location of all existing utilities, both aerial and underground. The specific names of the agencies that have been notified must be typed or printed in the space provided, for the specific type of utility. It is expressly stipulated that this permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or to vest any property right in said holder. The construction and/or maintenance of a utility shall not interfere with the property and right of prior occupant or to vest any property right in said holder. The construction and/or maintenance of a utility shall not interfere with the property and right of prior occupant.

In the event of widening, repair or reconstruction of a public road or highway, upon reasonable notice the permittee shall move its facilities to clear such construction at no cost to Flagler County, insofar as such facilities are within the public right-of-way.

The holder of this permit shall take such safety measures, including the placing and display of caution signs and signals as required by the Manual of Traffic Control Devices for Streets and Highways when working in the public right-of-way and shall also prevent any obstructions which are, or may become, dangerous to the traveling public.

Fees will be computed in accordance with the Fee Schedule adopted by the Board of County Commissioners and are payable upon issuance of the permit. For those driveways permitted as part of a Building Permit, a re-inspection fee in the amount stipulated in the Fee Schedule will be assessed if the Applicant requests an Inspection and the work is Incomplete. Sodding in the right-of-way, together with completion of a shoulder, swale, and back slope grading is considered an integral part of the permit.

Description of Proposed Work: _____________________________

Construction/Installation Location: ____________________________

(Applicant’s Signature) (Applicant’s Title)

Page 2 of 2
Revised 5/2015
A site plan signed and sealed by a State of Florida registered professional is required. Items to be shown on the site plan are:

1. The location of the proposed structure with dimensions to all property lines, including all slabs, walls, walks, etc.
2. Existing and proposed site and proposed building corner elevations by either contours or sufficient spot elevations and elevations up to 15 feet onto adjoining properties to determine the existing drainage pattern of the site. All elevations are to be given in N.G.V.D. 1929 Datum.
3. Elevations or flow arrows along any existing swale to determine the direction of flow.
4. Road centerline elevations.
5. The proposed finished first floor and garage floor elevations.
6. Flow arrows showing the direction of the proposed site drainage.
7. Flood zone of the site with the Community Panel Number and effective date.
8. All easements affecting the site.
9. The location and dimensions of any proposed driveway, including driveway type, thickness, base material and subgrade.
10. Swale elevations, every 25 feet and 10 feet past the property lines if applicable.
11. Existing adjacent culvert size and invert elevations upstream and downstream if applicable.
12. The location and top elevation of the proposed septic system if applicable.

No alterations to the sealed site plan are permitted.

All information is to be shown on 1 (one) sheet.
Pavers installed 1/2" above E.O.P.

Saw Cut Edge

Right of Way Line

Edge of Pavement (EOP) or Curb

2.5' Paver Per Manufacturers Specifications

Concrete edge restraint (Both Sides)

Variable

8' Minimum

4" Thick 3000psi Concrete base

Compacted Subgrade

Flagler County
Paver Driveway Detail

N.T.S.
Concrete placed 1/2" above E.O.P.

Saw Cut Edge

Edge of Pavement (E.O.P.) or Curb

6", 3000psi concrete on compacted subgrade or 5" on lime rock or crushed concrete base

Compacted Subgrade

Depth of concrete can be reduced by 1" with the use of 6" x 6" welded wire or fiber mesh concrete.
Swimming Pool Energy Efficiency Compliance Information
NOTE: These Requirements Apply ONLY to the Filtration Pump

ANSI/SPSP/ICC-15 2011

Flow Calculations
Pool water volume _______ + 360 = _______ gpm - this is the calculated flow rate.
Note: for pools under 13,000 gals. The calculated flow rate or 36 gpm whichever is greater = the filtration flow rate
If there is an Auxiliary load on the filtration pump? Yes _______ No _______
If so, what is the calculated auxiliary flow rate _______ gpm

Flow Rate (low speed) _______ gpm @ _______ rpm.

Minimum suction side pipe size @ 6 fps _______ in. Minimum suction side branch pipe size @ 6 fps _______ in.
Minimum suction side pipe size @ 6 fps _______ in. Minimum suction side branch pipe size @ 6 fps _______ in.

Determine Filter Size:

Filter Factors (GPM/SF) Cartridge (0.375) DE (2.0) Sand (15)
Filter Size: \[ \frac{\text{Flow Rate}}{(\text{Filter Fact})} = \text{Filter Size} \] (Filter Make and Model)

Pump Controls
Filtration pump has no auxiliary load – standard time clock _______
Filtration pump with auxiliary load – Control model for low speed default within 24 hr. _______

Heater Model
Gas Heater efficiency rating _______ (No Pilot Light)
Heat Pump efficiency C.O.P. _______

ANSI 5 & ANSI 7 Compliance Work Sheet

Determine Simplified TDH:
1. Distance from pool to pump in feet _______

2. Friction loss (in suction pipe) in _______ inch pipe per 1 ft. @ _______ gpm = _______ (from pipe flow/friction loss chart)

3. Friction loss (in suction pipe) in _______ inch pipe per 1 ft. @ _______ gpm = _______ (from pipe flow/friction loss chart)

TDH in Piping _______

Determine Simplified TDH:
4. \[ \frac{\text{X}}{\text{(Length of Suct. Pipe)}} \times \frac{\text{Ft of head/1 ft of Pipe}}{\text{(TDH Suct. Pipe)}} = \text{Filter/Heater loss in TDH} \]

All other losses _______

5. \[ \frac{\text{X}}{\text{(Length of Return Pipe)}} \times \frac{\text{Ft of head/1 ft of Pipe}}{\text{(TDH Suct. Pipe)}} = \text{Total Dynamic Head (TDH):} \]

Determine Pipe Sizes:

Branch Piping to be _______ inch to keep velocity @ 6 fps max. at _______ gpm System Flow Rate.
Trunk, Skimmer &
Suction Piping to be _______ inch to keep velocity @ _______ fps max. at _______ gpm System Flow Rate.
Return Piping to be _______ inch to keep velocity @ _______ fps max. at _______ gpm System Flow Rate.
Pump Selection as Listed on Curve A or C (circle one)

Filtration pump  ________________  Maximum Flow Rate _____ gpm

Main Drain Cover  _____________________________  (Make and Model)

Determine the Number and Type of Required In-Floor Suction Outlets:

Check all that apply.

☐  3'-0"  2  suction outlets @ _________ gpm max. flow

☐  6'-0"  3  suction outlets @ _________ gpm max. flow

☐  9'-0"  channel drain @ _________ gpm w/ _______ ports

Flow and Friction Loss Per Foot
Schedule 40 PVC Pipe

<table>
<thead>
<tr>
<th>Pipe Size</th>
<th>6 fps</th>
<th>8 fps</th>
<th>10 fps</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&quot;</td>
<td>16 gpm</td>
<td>0.14'</td>
<td>21 gpm</td>
</tr>
<tr>
<td>1.5&quot;</td>
<td>37 gpm</td>
<td>0.08'</td>
<td>50 gpm</td>
</tr>
<tr>
<td>2&quot;</td>
<td>62 gpm</td>
<td>0.06'</td>
<td>82 gpm</td>
</tr>
<tr>
<td>2.5&quot;</td>
<td>88 gpm</td>
<td>0.05'</td>
<td>117 gpm</td>
</tr>
<tr>
<td>3&quot;</td>
<td>136 gpm</td>
<td>0.04'</td>
<td>181 gpm</td>
</tr>
<tr>
<td>4&quot;</td>
<td>234 gpm</td>
<td>0.03'</td>
<td>313 gpm</td>
</tr>
<tr>
<td>6&quot;</td>
<td>534 gpm</td>
<td>0.02'</td>
<td>712 gpm</td>
</tr>
</tbody>
</table>

TDH Calculation Options
For each pump

☐ Check one.

☐ Simplified Total Dynamic Head (STDH)
  Complete STDH Worksheet – Fill in all blanks

☐ Total Dynamic Head (TDH)
  Complete Program or other calcs. Fill in required
  blanks on worksheet & attach calculations.

☐ Maximum Flow Capacity
  Of the new or replacement pump.

OWNER

Date

Contractor Signature

Contractor Cert. No.

Contractor Telephone No.  Scale: None
FLAGLER COUNTY PRODUCT APPROVAL PERMIT APPLICATION INFORMATION

**PROJECT DESIGN CRITERIA**

*Please answer the following questions*

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>COASTAL CONSTRUCTION ZONE? (SEAWARD OF CCCL LINE)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COASTAL BUILDING ZONE?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINDBORNE DEBRIS REGION?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EXPOSURE CATEGORY (CIRCLE)</td>
<td>B</td>
<td>C</td>
</tr>
</tbody>
</table>

**SPECIAL NOTE:**

IT IS THE APPLICANTS’ SOLE RESPONSIBILITY TO VERIFY THAT SPECIFIC PRODUCTS HAVE BEEN INSTALLED IN ACCORDANCE WITH THEIR LIMITATIONS (FOR EX.: WINDOWS, DOORS, GARAGE DOORS, SKYLIGHTS AND SHUTTER SYSTEMS NEED TO MEET THE MINIMUM REQUIRED DESIGN PRESSURES FOR THE PROJECT). SPECIFIC COMPLIANCE WILL BE VERIFIED DURING FIELD INSPECTIONS.

IN ADDITION TO THIS FORM, MANUFACTURER SPECIFICATIONS AND INSTALLATION INSTRUCTIONS FOR EACH PRODUCT ARE REQUIRED TO BE ON SITE AT THE TIME OF INSPECTION.

**IF APPLICABLE, METHOD OF COMPLIANCE WITH SECTION 1609.1.2 "PROTECTION OF OPENINGS"**

CHECK APPROPRIATE METHOD

- DESIGN FOR INTERNAL PRESSURE
- SHUTTER SYSTEM
- IMPACT RESISTANT GLASS

---

### EXTERIOR DOORS

<table>
<thead>
<tr>
<th>TYPE</th>
<th>MANUFACTURER</th>
<th>MODEL # / SERIES</th>
<th>RESERVED FOR PLANS EXAMINER USE</th>
<th>2014 FLORIDA APPROVAL # (MUST INCLUDE DECIMAL NUMBER)</th>
<th>FLORIDA APPROVAL PDF FILE # (IF APPLICABLE)</th>
<th>MIAMI/DADE N.O.A. (IF APPLICABLE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWINGING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SLIDING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OVERHEAD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### WINDOWS

- SINGLE HUNG
- DOUBLE HUNG
- HORIZONTAL ROLLING
- CASEMENT
- FIXED
- AWNING
- PASS THRU
- SKYLIGHT
- OTHER

---

http://flaglercounty.org/forms/building/Product%20Approval%20application.pdf

Revised 12/2016
<table>
<thead>
<tr>
<th>TYPE</th>
<th>MANUFACTURER</th>
<th>MODEL # / SERIES</th>
<th>RESERVED FOR PLANS EXAMINER USE</th>
<th>FLORIDA APPROVAL #</th>
<th>FLORIDA APPROVAL pdf FILE # (IF APPLICABLE)</th>
<th>MIAMI/DADE N.O.A. (IF APPLICABLE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ROOFING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHINGLES</td>
<td>FIELD VERIFY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>METAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TILE</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHUTTERS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ROLL-UP</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PANELS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLYWOOD</td>
<td>D (CHECK HERE IF THIS METHOD IS CHOSEN)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STRUCTURAL COMPONENTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HURRICANE ANCHORS</td>
<td>(SPECIFY MANUFACTURER(S))</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGINEERED LUMBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LINTELS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INSULATION FORMS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CONTRACTOR or OWNER/CONTRACTOR SIGNATURE: ________________________________ DATE: __________

JOB LOCATION: ________________________________________________________________

THE FOLLOWING ALTERNATIVES ARE ACCEPTABLE IF THE PROPOSED PRODUCTS DO NOT HAVE VOLUNTARY STATE APPROVAL OR MIAMI/DADE ACCEPTANCE:

- Copy of product approval/testing information and copy of listing -or- report from a Product Certification Agency approved by the Florida Building Commission for each different covered product. Approved product certification agencies are shown @ www.floridabuilding.org (click on the product approval button, then click on the organization search tab).
- Copy of product approval/testing information from a Florida Building Commission approved Product Evaluation Entity or Product Testing Laboratory and documentation showing the manufacturer has a Florida Building Commission approved Quality Assurance Agency on retainer. Submittals are required for each different covered product. Approved Product Evaluation Entities, Product Testing Laboratories and Quality Assurance Agencies are shown on the above referenced website (click on the product approval button, then on the organization search tab).

http://flaglercounty.org/forms/building/Product%20Approval%20application.pdf
Revised 12/2016