



# City of Belle Isle

Universal Engineering Sciences, 3532 Maggie Blvd, Orlando, FL 32811  
Tel 407-581-8161 \* Fax 407-581-0313 \* [www.universalengineering.com](http://www.universalengineering.com)

## Building Permit (Land Use) Application

DATE: \_\_\_\_\_

PERMIT # \_\_\_\_\_

PROJECT ADDRESS \_\_\_\_\_, Belle Isle, FL \_\_\_\_ 32809 \_\_\_\_ 32812

PROPERTY OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

Fee Simple Titleholder's Name (If other than owner's) \_\_\_\_\_

<b>Contractor's Name</b>	<b>Architect/Engineer's Name</b>
<b>License #</b>	<b>License #</b>
<b>Contact Phone or Email</b>	<b>Contact Phone or Email</b>

VALUE OF WORK (labor & material) \$ \_\_\_\_\_ Parcel Id Number: \_\_\_\_\_

To obtain this information, please visit <http://www.ocpaf.org/Searches/ParcelSearch.aspx>

<b>PLEASE LIST THE NATURE OF YOUR PROPOSED IMPROVEMENTS</b>	<b>PLEASE PROVIDE INFORMATION, IF APPLICABLE.</b> <ul style="list-style-type: none"> <li>• <b>SINGLE FAMILY RESIDENCE:</b> 8.5x11 Plat Survey, Plot Plan of home, and floor plans of new construction/revision required.</li> <li>• <b>BOAT DOCK: DEP</b> Clearance Required with Application (Call 407-897-4100); please provide a copy of their report.</li> <li>• <b>SEPTIC SYSTEM</b> Residential Verification – OC document 64E-6, for new / altered / additions to Septic System.</li> <li>• <b>HOMEOWNERS</b> will be required to have a contractor on record for rented homes or not homestead.</li> <li>• <b>ELEVATION</b> Certificate approved by Flood Plain Administrator – new construction. (see page 2)</li> <li>• Separate permits are required for roofing, electrical, plumbing, gas, mechanical, signs, pools, enclosures, etc.</li> </ul>
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**SPECIAL CONDITIONS: STRUCTURES MAY NOT ENCROACH INTO ANY EASEMENT OR REQUIRED SETBACK.** Survey-specific foundation plan is required to show compliance with zoning setbacks. Note that this Zoning Approval may or may not conflict with your Deed Restrictions. For New Single-Family Residence, all City Impact Fees and School District Impact Fees will be assessed.

**PLANNING & ZONING APPROVAL:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**ELEVATION CERTIFICATE APPROVED** \_\_\_\_\_ Yes \_\_\_\_\_ No

**ZONING STAMP**

**PLEASE COMPLETE FOR BUILDING REVIEW (min. of two sets of signed/sealed plans required)**

CONSTRUCTION TYPE \_\_\_\_\_  
OCCUPANCY GROUP \_\_\_\_\_ Comm \_\_\_\_\_ Single Fam \_\_\_\_\_ Multi Fam  
MODIFY #BLDG. \_\_\_\_\_ #UNITS \_\_\_\_\_ #STORIES \_\_\_\_\_ TOTAL SQ.FT. \_\_\_\_\_  
MAX. FLOOR LOAD \_\_\_\_\_ MAX. OCCUPANCY \_\_\_\_\_  
MIN. FLOOD ELEV. \_\_\_\_\_ LOW FLOOR ELEV. \_\_\_\_\_  
WATER SERVICE \_\_\_\_\_ WELL \_\_\_\_\_ SEPTIC \_\_\_\_\_

**BUILDING REVIEWER** \_\_\_\_\_ **DATE** \_\_\_\_\_

I hereby apply for a Permit as outlined above. If the same is granted, I agree to conform to all Division of Building Safety Regulations ([www.floridabuilding.org](http://www.floridabuilding.org)) and City Ordinances ([www.municode.com](http://www.municode.com)) regulating the same and in accordance with the plans submitted. The issuance of this permit does not grant permission to violate any applicable City and State of Florida codes and ordinances. Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced before the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.

**OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will comply with all applicable construction and zoning laws.**

Owner Signature \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_\_ who is personally known to me or who produced

\_\_\_\_\_ as identification and who did not take an oath.

Notary as to the Owner \_\_\_\_\_  
State of Florida, County of Orange

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Contractor Signature \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_/\_\_\_\_/\_\_\_\_ by \_\_\_\_\_ who is personally known to me or who produced

\_\_\_\_\_ as identification and who did not take an oath.

Notary as to the Owner \_\_\_\_\_  
State of Florida, County of Orange



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To be completed as required by State Statute Section 713 and other applicable sections.

### PERMIT #

**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 if the job is \$2500(+) or if A/C Replacement is \$7500(+) and posted on the job site before the first inspection. If you intend to obtain financing, consult your lender or an attorney before recording your Notice of Commencement.

Per FSS 105.3.3: An enforcing authority may not issue a building permit for any building construction, erection, alteration, modification, repair, or addition unless the permit either includes on its face or there is attached to the permit the following statement: "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."

JJs Waste & Recycling (JJs) is, by legal contract, an authorized provider of garbage, recycling, yard waste, and commercial garbage and construction debris collection and disposal services within the city limits of the City. Contractors, homeowners, and commercial businesses may contact JJs at 407-298-3932 to set up accounts for Commercial, Construction Roll Off, or other services needed. Rates are fixed by contract and are available at City Hall or from JJ's. The City enforces the contract through its code enforcement office. Failure to comply will result in a stop work order. Any company other than JJs, that services the Belle Isle with roll-offs must have a franchise agreement with the City.

#### Elevation Certification:

After the construction of the lowest floor of the building has been completed, still before vertical construction of the structure shall be permitted to continue, an Elevation Certificate marked "building under construction" shall be submitted and approved. Vertical construction shall not be permitted until Elevation Certificate marked "building under construction" is formally approved.

Separate permits must be secured for all other construction, including ELECTRICAL, MECHANICAL, PLUMBING, GAS, SIGNS, POOLS, ENCLOSURES, etc.

#### Impervious Surface Ratio Worksheet

Development Zoned A-1, A-2, R-1-AAA, R-1-AA, R-1-A, R-1 per Section 50-74 Impervious Surface Ratio of the City Code

- Total Lot Area (sq ft) X 0.35 = Allowable Impervious Area (BASE).  
Total Lot Area \_\_\_\_\_ X 0.35=(BASE) \_\_\_\_\_
- Calculate the "proposed" impervious area on the lot. This includes the sum of all areas that do not allow direct percolation of rainwater. *Examples include house, pool, deck, driveway, accessory building, etc.*

House _____	Driveway _____
Walkway _____	Accessory Buildings _____
Pool & Spa _____	Deck & Patio _____
Other _____	

Actual Impervious Area (AIA) \_\_\_\_\_

- If AIA is less than BASE, subtract AIA from BASE to determine the amount of impervious area that may be added without providing onsite retention.
- If AIA is greater than BASE, then onsite retention **must be provided.**

Assuming 7.5 inches of rainfall based on a 24hr 10-year Rain Event (TP40), the formula is: (7.5 inches rainfall/12 inches p/foot) X (result from line 4) = cubic feet of storage volume needed.

If required – submit a copy of the plans for Fire review.

Date: Sent \_\_\_\_\_ RCD \_\_\_\_\_

Wind Load Category: A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_

SPRINKLERS REQ'D	Y	N	
ZONING	Y	N	\$ _____
CERT OF OCC	Y	N	\$ _____
CITY IMPACT FEES	Y	N	\$ _____
SCHOOL IMPACT FEES	Y	N	\$ _____
FIRE	Y	N	\$ _____
SWIMMING POOL	Y	N	\$ _____
POOL ENCLOSURE	Y	N	\$ _____
BOAT DOCK	Y	N	\$ _____
BUILDING	Y	N	\$ _____
WINDOW(S)	Y	N	\$ _____
DOOR(S)	Y	N	\$ _____
OTHER _____	Y	N	\$ _____

1% FL SURCHARGE \_\_\_\_\_

1.5% FL SURCHARGE \_\_\_\_\_

TOTAL \_\_\_\_\_

By Owner Form	Y	NA
Notice of Commencement	Y	NA
Power of Attorney	Y	NA
Contractor Packet On File?	Y	N
Attached Survey	Y	N
Construction Plans	Y	N
Elevation Certification	Y	N

#### OTHER PERMITS REQUIRED:

ELECTRICAL	Y	NA
PREPOWER	Y	NA
MECHANICAL	Y	NA
PLUMBING	Y	NA
ROOFING	Y	NA
GAS	Y	NA

OTHER: \_\_\_\_\_