

**OFFICE USE**

**FEES:**  
 Application Fee: \$ \_\_\_\_\_  
 Other: \_\_\_\_\_ \$ \_\_\_\_\_  
 Total: \_\_\_\_\_ \$ \_\_\_\_\_  
 Paid: \_\_\_\_\_



**OFFICE USE**

Approved by Building Official: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Permit # \_\_\_\_\_

**City of Apalachicola  
 BUILDING PERMIT APPLICATION**

Owner's Name: \_\_\_\_\_ email: \_\_\_\_\_  
 Address: \_\_\_\_\_ Ph# \_\_\_\_\_  
 Fee Simple Title Holder (If other than Owner): \_\_\_\_\_  
 Contractor's Name: \_\_\_\_\_ Ph# \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State License # \_\_\_\_\_ Business License # \_\_\_\_\_  
 Address of Project: \_\_\_\_\_  
 Purpose of Permit: \_\_\_\_\_  
 Property/Parcel ID# & Legal description: \_\_\_\_\_

**Will Structure be at least 30 feet from any body of water? \_\_ Yes \_\_ No**  
**Is Elevation Certificate Required: \_\_ Yes \_\_ No Is it Attached?: \_\_\_\_\_**

**Flood Plain Administrator must determine Flood Zone Designation before a building permit may be issued:**  
**FEMA designation: \_\_\_\_\_**  
**Date: \_\_\_\_\_**

**If the application is for a Commercial Project please list the Name of the Business:**

\_\_\_\_\_

Bonding Company: \_\_\_\_\_ Ph# \_\_\_\_\_  
 Architect's/Engineer Name: \_\_\_\_\_ Ph# \_\_\_\_\_  
 Mortgage Lender's Name: \_\_\_\_\_ Ph# \_\_\_\_\_  
 Water System Provider: \_\_\_\_\_ Sewer System Provider: \_\_\_\_\_  
 Private Water Well: \_\_\_\_\_ Septic Tank Permit # \_\_\_\_\_

**WARNING TO OWNER: Your failure to record a Notice of Commencement may result in you paying twice for improvements to your property. If you intend to obtain financing, consult with your lender or attorney BEFORE recording your Notice of Commencement.**

**For improvements to real property with a construction cost of \$2,500.00 or more, a certified copy of the Notice of Commencement is required to be submitted to the Building Department when application is made for a permit or the applicant may submit a copy of the Notice of Commencement along with an affidavit attesting to its recording. A certified copy of the Notice of Commencement must be provided the Building Department BEFORE the second or any subsequent inspection can be performed. Filing of the documents that have been certified may be done by mail, fax, or hand-delivery.**

