

**EPCI**  
Code Administration Services

**Application for Building Permit**

**Date:** \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State & Zip Code:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Fee Simple Title Holder (If other than owner):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State & Zip Code:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Contractor's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**State License #:** \_\_\_\_\_ **Competency Card #:** \_\_\_\_\_

**Address of Project:** \_\_\_\_\_

**Proposed Use of Site:** \_\_\_\_\_

**Property Parcel ID#:** \_\_\_\_\_

**Legal Description of Property:** \_\_\_\_\_

Will structure be at least 30' from any body of water?  Yes  No

**COMMERCIAL PROJECTS:**

**Company Name:** \_\_\_\_\_

**Bonding Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City, State & Zip:** \_\_\_\_\_

**Architect/Engineer:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City, State & Zip:** \_\_\_\_\_

**Mortgage Lender:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City, State & Zip:** \_\_\_\_\_

Application is made hereby to obtain a permit to do work and installation as indicated. I certify that NO WORK or installation has commenced prior to issuance of a permit and that all work will be performed to meet the standards of all laws regarding construction in this jurisdiction. I understand that separate permits must be secured for electrical work, plumbing, signs, roofing, pools, furnaces, boilers, heaters, tanks, air conditioners, etc.

**PURPOSE OF BUILDING:**

Single Family     Townhouse     Commercial     Industrial  
 Duplex     Swimming Pool     Storage     Sign  
 Multi-Family     Demolition     Addition, Alteration, Renovation  
 Other: \_\_\_\_\_

**PROJECT DESCRIPTION:** \_\_\_\_\_

**Distance from Property Lines:**  
Front \_\_\_\_\_ Rear \_\_\_\_\_ Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

**Cost of Construction:** \_\_\_\_\_ **Square Footage:** \_\_\_\_\_

**EPI:** \_\_\_\_\_ **Flood Zone:** \_\_\_\_\_ **Lowest Floor Elevation:** \_\_\_\_\_

**Area Heated/Cooled:** \_\_\_\_\_ **# Stories:** \_\_\_\_\_ **# of Units:** \_\_\_\_\_

**Type of Roof:** \_\_\_\_\_ **Type of Walls:** \_\_\_\_\_ **Type of Floor:** \_\_\_\_\_

**Extreme Dimensions of:** Length \_\_\_\_\_ Height \_\_\_\_\_ Width \_\_\_\_\_

*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 AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT. For improvements to real property with a construction cost of \$2,500 or more, a certified copy of the Notice of Commencement is required to be submitted to this Department along with an affidavit attesting to its recording. A certified copy of the Notice of Commencement must be provided to this Department before the second or any subsequent inspection can be performed. Filing of the documents that have been certified may be done by mail facsimile or hand delivery.*

**NOTICE:** EPCI/Mexico Beach Building Department does not have the authority to enforce DEED RESTRICTIONS or COVENANTS on properties.

**OWNERS'S AFFIDAVIT:** I hereby certify that the information contained in this application is true and correct to the best of my knowledge, and that all work will be done in compliance with all applicable laws regulating construction and zoning.

\_\_\_\_\_  
**Signature of Owner or Agent**

\_\_\_\_\_  
**Signature of Contractor**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
**Notary as to Owner or Agent**

\_\_\_\_\_  
**Notary as to Contractor**

**Commission expires:** \_\_\_\_\_

**Commission expires:** \_\_\_\_\_

**Building Official Approval:** \_\_\_\_\_

Mexico Beach Office  
1202 Hwy 98  
Mexico Beach, FL 32410  
Phone 850-648-2033  
Fax 850-648-8768

Callaway Office  
324 S Berthe Ave  
Callaway, FL 32404  
Phone 850-874-9347  
Fax 850-871-2416