



EARLY START PERMIT GUIDE

Purpose: To provide a procedure for allowing contractors to begin work, with limitations, while permit applications are being processed.

Scope: Covers interior/exterior alterations to commercial buildings; changes of grade for residential buildings, and foundation work (including systems) for residential buildings.

Limitations: Residential

Contractor may do all necessary work required for the first inspection. This would be inclusive of, but may not be necessarily limited to: grading; preparation of building pad; underground plumbing (mono slab foundation only); digging footings; and, setting steel (rebar). No inspection can be requested until the building permit is issued.

Commercial

Contractor may do all necessary work required for the first inspection. This would be inclusive of, but may not be necessarily limited to: demolition, framing; rough-in electric; rough-in plumbing; and, rough-in mechanical. No inspection can be requested until the building permit is issued.

Special Conditions:

Application for early start permit must be associated with a building permit for new construction (residential only) or an alterations permit (commercial only).

Fees: Residential: \$100.00
Commercial: \$200.00

EARLY START PERMIT APPLICATION

DATE RECEIVED: _____

PERMIT NO.: _____

JOB INFORMATION

PROJECT: _____

ADDRESS: _____

CONTRACTORS

BUILDING:

QUALIFIER: _____ LICENSE NO.: _____

ELECTRICAL:

QUALIFIER: _____ LICENSE NO.: _____

PLUMBING:

QUALIFIER: _____ LICENSE NO.: _____

MECHANICAL:

QUALIFIER: _____ LICENSE NO.: _____

It is hereby requested that contractor(s) noted above be allowed to commence work while building permit noted above is being processed. Work done pursuant to this request shall not proceed beyond the point where an inspection is required. No work shall be concealed without the proper inspection approval. I understand that no inspection will be performed until the associated primary permit is issued. I acknowledge that issuance of this Early Start Permit is no guarantee, written or expressed, that the building permit noted above will be issued. The City of Port Orange shall not be held liable for any damages or losses resulting from this work.

I HEREBY CERTIFY THE INFORMATION SUBMITTED TO BE TRUE AND CORRECT AND ACCEPT THE GENERAL AND SPECIFIC CONDITIONS OF THIS PERMIT. FAILURE TO COMPLY WITH ANY OF THE FOREGOING CONDITIONS SHALL CONSTITUTE A VIOLATION OF THE SAID CONDITIONS AND THE EARLY START PERMIT MAY BE REVOKED.

CONTRACTOR SIGNATURE

LICENSE NUMBER

DATE

THIS SHEET IS ONLY REQUIRED FOR EARLY START PERMITS ASSOCIATED WITH RESIDENTIAL CONSTRUCTION.

GENERAL PERMIT CONDITIONS

PERMIT NO.: _____

1. IF EXISTING TREES ARE SAVED THEY MAY BE CREDITED TOWARD THE TOTAL AMOUNT OF TREES REQUIRED ON THE LOT.
2. APPLICANT AGREES TO REPAIR DAMAGED SIDEWALKS, STREETS, UTILITIES, AND OTHER ELEMENTS OR SYSTEMS IF SUCH DAMAGE IS CAUSED BY THE PERMITTED WORK.
3. APPLICANT AGREES TO RESTORE DAMAGED RIGHT-OF-WAYS IF SUCH DAMAGE IS CAUSED BY THE PERMITTED WORK.
4. APPLICANT AGREES TO SOD OR SEED AND MULCH ALL DISTURBED AREAS TO PROTECT AGAINST EROSION DUE TO WIND OR RAIN IF THE PRIMARY PERMIT IS NOT ISSUED WITHIN 30 DAYS OF THE ISSUANCE OF THE EARLY START PERMIT.
5. APPLICANT AGREES NOT TO DISTURB CONSERVATION EASEMENTS, NATURAL VEGETATION EASEMENTS, AND/OR NATURAL BUFFERS.
6. APPLICANT AGREES NOT TO DISTURB ANY EXISTING DRAINAGE IMPROVEMENTS (STRUCTURES, SWALES, DITCHES, AND/OR SHORELINES, TOPS OF BANKS, SLOPES OF LAKES/PONDS, OR RETENTION AREAS).
7. NO BURNING OR BURYING OF MATERIALS SHALL BE PERMITTED.

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CONTRACTOR SIGNATURE LICENSE NUMBER DATE

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY
OF _____, 20__ BY _____ WHO
IS PERSONALLY KNOWN TO ME OR WHO PRODUCED _____ AS
IDENTIFICATION AND WHO DID NOT TAKE AN OATH.
STATE OF FLORIDA, COUNTY OF _____.

NOTARY: _____