

Homeowners Guide to Building Codes and Permitting

The Purpose of Permits

In the State of Florida, the Legislature requires all cities and counties to adopt the Florida Building Code. Local code officials and inspectors enforce codes through building permits to keep your homes and businesses safe. Applying for a building permit notifies the Building Official that you are constructing or remodeling a structure which will insure the project meets code compliance standards for occupancy and use.

Building Permits Are Required For The Following:

- Above-ground pool
- Accessory building (shed, carport, barn etc.)
- Addition
- Boathouse
- Concrete, walkway
- Deck
- Demolition
- Dock
- Drywall
- Duct work
- Electrical
- Exterior door replacement
- Fence
- Fireplace installation
- Gas
- Generator
- HVAC Change out
- In-ground pool
- Mechanical
- Mobile homes (new and replacements)
- New building
- Plumbing
- Renovation Interior/ Exterior
- Roof (new and re-roof)
- Screen Enclosure
- Sea wall
- Siding
- Solar
- Storm Shutters
- Walls
- Water heater/Water conditioning system
- Window Replacement

Work That May Not Require Permit:

- Minor non-structural interior alterations/ repairs (wall/ceiling repair, flooring, interior doors)
- Painting, floor coverings (carpet, tile wood)
- Sink, faucet, valves and trap, replacement/repair, garbage disposal, clogged drains, existing sewer lines
- Appliance replacement/ repair (any appliance with factory-affixed cord into existing outlet)
- Install refrigerators, freezers, ranges, cook tops
- Portable heating, A/C Units (wall or window); however, new electrical wiring requires an electrical permit.
- Replace/ Repair plumbing fixtures such as a toilet, tank components

These lists are not complete lists. Before starting any work, you should check with the Building Department regarding the scope of work you intend to perform to determine if a permit is required.

Early Warning Signs of an Unlicensed Contractor:

- Large down payment is requested before work begins/many requests for money during early phases of construction
- You, as the homeowner, are asked to obtain the permit
- Verbal contract only, the person is not willing to put terms in writing
- Contractor does not have proof of insurance
- Contractor is only willing to work on weekends or after hours
- Contractor displays only an occupational license (a business license is not a license to perform contracting work)
- Someone other than the person/company contracting to do the work obtains the permit
- You are asked to make checks payable to an individual or make payments in cash
- License numbers are not on vehicle, business cards, contracts, flyers or advertisements

Section 455.277 (1)(j), Florida Statutes prohibits any person from aiding, assisting, procuring, employing or advising any unlicensed person or entity. Individuals who aid unlicensed persons may face fines up to \$5000.

Pursuant to Section 14-48 of the Code of Ordinances, City of Port Orange, the following penalties are established in addition to the applicable permit fee, for any work commenced prior to issuance of a permit:

- Before submittal of permit application - \$500 or double the applicable permit fee, whichever is greater
- After submittal of permit application, but before permit is issued - \$300 or the applicable permit fee, whichever is greater

The City of Port Orange is dedicated to maintaining the safety, health and welfare of the citizens of Port Orange.

Please contact the Building Dept. if you have any questions at (386) 506-5602.