



Building, Zoning & Engineering Division
Application for all Permits except Trees

FLORIDA BUILDING CODE
2010

Unless otherwise noted, complete every field. Write "N/A" if a section is not applicable to your property/project.

Application Number: _____

www.sarasotagov.com

Please provide all four (4) pages of this application form when submitting a permit.

Primary Contact's Name: _____ Phone No.: (____) _____
Mailing Address: _____ Fax No.: (____) _____
City: _____ State: _____ Zip Code: _____ Cell No.: (____) _____
Email Address: _____

Parcel ID number: _____

SITE ADDRESS: _____

Current Use: _____ Proposed Use: _____

Type of Construction: [] I [] II [] III [] IV [] V [] One-Hour Protected

A detailed description of work: _____

Existing: Gross Square Footage ("Under Roof"): _____ Net Square Footage ("Under A/C"): _____

Additional: Gross Square Footage ("Under Roof"): _____ Net Square Footage ("Under A/C"): _____

Number of Buildings: _____ Number of Units: _____ Number of Stories: _____

Type of Use: [] Single- or 2-Family Res [] Multi-Family Residential [] Mixed Use [] Commercial

Occupancy Use [] New [] Shed/Garage [] Reroof [] Electrical [] Sign
[] Demo [] Add Bedroom(s) [] Repair [] Mechanical [] Tent
[] Move [] Addition (No BRs) [] Remodel [] Plumbing [] Canopy / Shade

Construction Valuation: \$ _____ Prepay: _____ Disk: [] Yes [] No Number of Pages per set: _____

Occupancy Use Code: _____ Occupant Load: _____ Notice of Commencement Req'd: [] Yes [] No

Blueprints, Drawings and Supporting Docs. (Max 36" x 24"): RESIDENTIAL 2 SETS - COMMERCIAL 4 - 3 Extra set Civils

Contractor's Name: _____ City Registration No.: _____

Contractor's Address: _____ State Cert./Reg No.: _____

City: _____ State: _____ Zip Code: _____ Phone No.: (____) _____

E-mail: _____ Fax No.: (____) _____

Cell No.: (____) _____

Property Owner's Name: _____ Phone No.: (____) _____

Owner's Address: _____ Fax No.: (____) _____

City: _____ State: _____ Zip Code: _____ Cell No.: (____) _____

E-mail: _____

Architect/Engineer's Name: _____ Phone No.: (____) _____

Architect/Engineer's Address: _____ Fax No.: (____) _____

City: _____ State: _____ Zip Code: _____ Cell No.: (____) _____

E-mail: _____

[] N/A CITY CODE SECTION 29.5 & 30 ENGINEERING/RIGHT-OF-WAY USE

City Standards: [] will be followed (Plan View Only) [] will not be followed (Cross Section & Details shall be provided for approval)

Check all that apply Other than City Standard level of service the owner shall sign RIGHT-OF-WAY USE PERMIT

[] Driveway [] Concrete [] Paver [] Sidewalk Closure (M.O.T. Required) [] Bubbler Box LOT SQ FT: _____

[] Curb and gutter [] Lane/Road Closure (M.O.T. Required) [] Irrigation

[] Sidewalk/HD Ramp [] On-Street Parking # _____ [] Signage/Striping [] Erosion/Staging

[] Landscaping [] Parkway/Utility strip [] Mill/Paving [] De-Watering

[] Unimproved Right-of-Way [] Storage/Staging [] Special Event

[] Utility Work (Water, Re-use, Sanitary, Storm) [] Encroachment Agreement

The applicant declares that prior to filing of this permit; he/she has ascertained the location of all existing utilities, both aerial and underground. Application also declares that notice of this proposed work under this permit was furnished to each Utility. All required sketches, plans and cross-section covering details of this work shall be attached to and become a part of this permit. Any changes made to the drawings or stipulations must be approved and shall become part of the permit. All required sketches, plans and cross-section must be retained on-site.

[] If this box is checked the applicant must provide a surety deposit acceptable by the City Commission in the minimum amount of \$5,000.00 or \$ _____ which is equal to 115% of a Registered Professional Engineer's cost estimate.

FBC 2010 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."

Tree Protection Ordinance

Check here if any trees or palms are to be removed, relocated or protected.

Call 941-365-2200 ext 4345 and ask the City Arborist for more information.

Pollution Control Division

A) If the activity involves an underground fuel storage tank, check the appropriate box:

No change in tanks Yes, tank(s) to be installed Yes, tank(s) to be removed

If you checked a box indicating tanks are to be installed or removed, your building permit must reflect this and you must contact the Air & Water Quality Protection Storage Tank Program at 941-650-9087.

B) If the activity involves renovation or demolition, answer the following:

Has the building even been used for any non-residential purpose? **Yes** **No**

If the building is residential, does it contain more than four (4) living units? **Yes** **No**

If the building is residential, is it being demolished to make way for a commercial, municipal or multi-unit residential project? **Yes** **No**

If you checked "Yes" for any of these three questions, you may be required to submit an Asbestos Survey & Project Notification Form in accordance with Federal Law. Please contact Sarasota County at 941-650-7519, or 941-650-3923 and ask for the Air Quality Program for further details.

**ASBESTOS REMOVAL DISCLOSURE STATEMENT
FOR PROPERTY OWNERS ACTING AS THEIR OWN CONTRACTOR**

State law requires asbestos abatement to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own asbestos abatement contractor even though you do not have a license. You must supervise the construction yourself. You may move, remove or dispose of asbestos-containing materials on a residential building where you occupy the building and the building is not for sale or lease, or the building is a farm outbuilding on your property. If you sell or lease such building within 1 year after the asbestos abatement is complete, the law will presume that you intended to sell or lease the property at the time the work was done, which is a violation of this exemption. You may not hire an unlicensed person as your contractor. Your work must be done according to all local, state and federal laws and regulations which apply to asbestos abatement projects. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal ordinances.

I certify that I have read the Asbestos Removal Disclosure Statement printed above and that I understand my obligations under Florida law and local and municipal ordinance. I further certify that I will comply with all provisions of those laws and ordinances and that I will allow any authorized employee of the City of Sarasota to enter the premises associated with this project for the purpose of ascertaining full compliance.

Signature of Owner

Notary

Date

My Commission Expires

OWNER'S DISCLOSURE STATEMENT
APPLICABLE TO OWNERS ACTING AS THEIR OWN CONTRACTOR

- 1) I understand that state law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed, may act as my own contractor with certain restrictions even though I do not have a license.
- 2) I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
- 3) I understand that, as an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
- 4) I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the costs do not exceed \$75,000.00. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
- 5) I understand that, as the owner-builder, I must provide direct, on-site supervision of the construction.
- 6) I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
- 7) I understand that it is a frequent practice of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My home-owner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
- 8) I understand that I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with the laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious **financial risk**.
- 9) I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
- 10) I understand that I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, or the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at 850-487-1395 or at www.myflorida.com for more information about licensed contractors.
- 11) I am aware of, and consent to, an owner-builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following address _____.
- 12) I agree to notify the City of Sarasota immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure. Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if any unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage. Before a building permit can be issued, this disclosure statement must be completed and signed by the property owner and returned to the local permitting agency responsible for issuing the permit. A copy of the property owner's driver license, the notarized signature of the property owner, or other type of verification acceptable to the local permitting agency is required when the permit is issued.

OWNER'S AFFIDAVIT

I certify that all the foregoing information is accurate, and that all work will be done in compliance with all the applicable laws regulating construction. I agree to allow any authorized employees of the City of Sarasota to enter upon the premises associated with this project for the purpose of ascertaining compliance with the terms and conditions of the application or permit.

Signature of Owner

Notary

Date

My Commission Expires

APPLICATION FOR PERMIT BY CONTRACTOR

(Contractor or one of your registered agents please sign below)

Contractor Signature: _____ Printed Name: _____ Date: _____

Agent's Signature: _____ Printed Name: _____ Date: _____

The rest of this page for City use only

<u>Fee Schedule</u>		<u>Department</u>	<u>Init.</u>	<u>Date</u>
<input type="checkbox"/> <i>Triple Fee</i>		Building	_____	_____
Zoning	_____	Zoning	_____	_____
Zoning Inspection Fee	_____	Engineering	_____	_____
Building	_____	Water/Sewer	_____	_____
Electrical	_____	Public Works	_____	_____
Plumbing	_____	General Services	_____	_____
Gas	_____	County Enviro.	_____	_____
AC/Mechanical	_____	Health	_____	_____
Roofing	_____	Planning	_____	_____
Fire: Alarms	_____	Other	_____	_____
Suppression	_____	Historical	_____	_____
Sprinkler	_____	Notified	_____	_____
Fire Final	_____			

- Radon Fee _____
- Demolition _____
- Historic Demo _____
- Cert. Of Occupancy _____
- Cert. Of Completion _____
- Signs _____
- Miscellaneous _____
- Engineering _____
- Scanning Fee _____
- Lien and Notary Fee _____
- Public Art _____
- Training & Certification _____
- Fire Impact Fees _____
- EMS Impact Fees _____
- Fax Convenience Fee _____
- Credit Card Conv. Fee _____
- Historic Pres. Rev. Fee _____
- Public Art Rev. Fee _____
- Total Fees _____
- Credit Card Conv. Fee _____
- Total of All Fees** _____

Zoning Notes	Flood Zone

Approved / Declined *Date*

Zoning: Check here if EXEMPT from Impact Fees.

B01-13-01

ACCORDING TO THE CITY ZONING ORDINANCE CONSTRUCTION IS ALLOWED BETWEEN THE HOURS OF 6 AM - 9 PM WEEKDAYS, AND 9 AM - 9 PM ON WEEKENDS & HOLIDAYS.



**City of Sarasota
Building & Zoning Division
Plan Submittal Checklist for
New One & Two Family
Residential Structures & Additions
PER THE 2010 BUILDING CODE**

City of Sarasota Building & Zoning 1565 1st Street Sarasota, FL 34236 (941) 954-4156
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Please provide the following items with your completed Application for Permit

Staff Use	<u>PLANS CAN BE NO LARGER THAN 24" X 36"</u>	Yes	No	N/ A
	Three (3) copies of current signed/ sealed survey (for new homes only) to include:			
	Three complete sets of plans and specs			
	Total square feet of zoning lot.			
	Proposed finished floor elevation.			
	Elevation of the center line of the street(s)			
	The location of all existing and proposed structures			
	The distance from structures to front, sides & rear property lines & between structures			
	Arrow which indicates Northerly direction			
	Show required trees per Ordinance No. 02-4358			
	Location and types of all trees to be removed or relocated - Separate permit required.			
	Zoning Data Block must appear on plans including:			
	Minimum lot area required and minimum lot area provided			
	Minimum lot width required and minimum lot width provided			
	Maximum lot coverage allowed and lot coverage provided			
	Minimum yard setbacks required and yard setbacks provided			
	Maximum height allowed and height provided per Ordinance No. 02-4358			
	Total floor area of all structures			
	FEMA information may be required:			
	(a) Flood Zone minimum plans information checklist			
	(b) V-Zone construction certificate if located in a V-Zone			
	(c) Contract			
	(d) Cost breakdown backup required (Subs Bids, material breakdown)			
	(e) Full appraisal or Sarasota County Property Appraiser's valuation of the structure			
	(f) Flood Zone – Affidavit/Contractor			
	(g) Flood Zone – Affidavit/Property Owner			
	3 copies of proposed stormwater runoff plan with control details A & V Zone required to be signed & sealed by Engr, Archt, or Landscape Archt.			
	3 copies of Architectural and Structural drawings to include:			
	* Floor plan to scale to show: Total square feet under roof Square feet of temperature controlled area			
	* Cross section through for stairs			
	* Rated wall from floor to underside of roof (duplex)			
	* Egress windows and doors and size openings (Window & door specifications and NOA's)			
	* Truss detail must be provided			
	* Footing and dimensions, rebar and size			
	* Wall section showing continuous tie down from footing to roof (Show all anchoring devices with manufacturer's name and model number)			
	* Type of Roofing Material including specs on flat or shingle roof			
	* Elevations of all four sides			
	* Header and beam details all openings			
	* Opening protective system (impact glass, shutters, etc.)			
	* Show sheathing pattern and nail pattern on sheathing			
	3 copies of Electrical plan to indicate:			
	Panels, sub-panels and size of service per occupied unit, including location.			
	Smoke detectors per NEC /carbon monoxide protection required as of July 1, 2008 when fossil fuel appliances are installed or the residence has an attached garage. Show locations per State Statute section 553.885			
	Location of duplex outlets, switches and light fixtures			
	Identify all GFI and AFCI receptacles			
	3 copies of AC/ Mechanical Plan to include:			
	Location of climate control system and attic access with light.			
	Identify ventilation for all bathrooms			
	3 Copies of Energy Compliance forms completed b Owner, Contractor, or Engineer			
	3 copies of plans that show location of plumbing fixtures including water heater and location of backflow device and cleanouts			
	City of Sarasota Engineering & CIP Utility Cost Estimate Application form must be presented at time of application for permit to the Building Division. You must fill out all required fields.			
	3 copies of the site plans that include the north arrow, the total sq. ft. of zoning lot, the existing and proposed plans for the right-of-way section. Include existing and proposed driveway, neighbors driveway (if less than 15 feet from property line), road edge of pavement & right-of-way, property lines, utility poles, water meter, sewer cleanout and other utilities, trees and shrubs, signs and posts.			



BUILDING & ZONING DIVISION FEE SCHEDULE & WORKSHEET

FEES

CITY OF
SARASOTA
BUILDING AND
ZONING 1565 1ST
ST, SARASOTA
FL 34236

	SITE ADDRESS		
	APPLICATION NUMBER	CONSTRUCTION VALUE	
ZONING:	\$2.00 PER THOUSAND OR	MINIMUM	\$ 50.00
		MAXIMUM	\$ 15,000.00
SIGN PERMIT:	.40 PER SQ. FT	MINIMUM	\$ 50.00
BUILDING DEPT \$10.00 PER THOUSAND OF CONSTR. VALUE OR MINIMUM			\$ 100.00
SMALL PERMITS UNDER \$1000.00 IN CONSTR. VALUE MINIMUM BLDG FEE (FENCES/SHEDS)			\$ 40.00
NON REFUNDABLE 25% PREPAY REQUIRED ON ALL PERMIT APPLICATIONS			
ELECTRICAL:	ALL NEW CONSTRUCTION PER AMP FOR EACH UNIT		\$ 0.40
	PANELS & SUBPANELS 1-25 MINIMUM \$75.00		\$ 75.00
	OVER 25 PANELS - SUBPANELS \$2.00 EA. ADD'L		\$ 2.00
	MOTORS	EACH MOTOR UP TO AND INCLUDING 1 HP	\$ 2.00
		EACH MOTOR OVER 1 HP	\$ 4.00
		EACH MOTOR OVER 5 HP \$4.00 PLUS \$.50 PER HP	\$ 0.50
		MAXIMUM PER MOTOR	\$ 40.00
	TRANSFORMERS AND GENERATORS \$.50 CENTS EACH W/MAXIMUM OF		\$ 50.00
	ALTERATIONS AND REPAIRS		\$ 75.00
	EACH INSP. INCL. ROUGH IN, SERVICE CHANGE, FINAL, ETC.		EA. 75.00
	TEMPORARY ELECTRICAL WORK FOR RADIO TRANSMITTING STATIONS		
	RECEIVING STATIONS, CARNIVALS, CIRCUSES, ROAD SHOWS /		
	SIMILAR INSTALLATIONS		
			\$ 75.00
PLUMBING:	ALL NEW CONSTRUCTION PER OCCUPIED UNIT		\$ 45.00
	PER PLUMBING FIXTURE		\$ 5.00
	SEWER AND WATER FOR COMPLEXES WITH OVER 50 UNITS		\$ 100.00
	WATER HOOK UP		\$ 50.00
	SEWERS (SANITARY OR STORM)		\$ 50.00
	GAS (LPG OR NATURAL GAS)		\$ 50.00
	1ST 3 LOCATIONS		\$ 50.00
	EACH ADDITIONAL LOCATION		\$ 10.00
	ALTERATIONS AND REPAIRS		\$ 75.00
	EACH INSP. INCL. ROUGH IN, TUBSET, SHOWER PAN, FINAL ETC.		EA. 75.00
A/C MECH:	ALL NEW CONSTRUCTION PER SQ. FT OF TEMP CONTROLLED AREA		\$ 0.05
	COMMERCIAL BOILERS & WALK IN REFRIGERATION		\$ 10.00
	EACH INSPECTION INCL. ROUGH IN, FINAL, ETC.		EA. 75.00
FIRE:	FIRE PROTECTION SIGNALING SYSTEMS	PER DEVICE	\$ 2.00
	STANDPIPE SYSTEMS		\$ 75.00
	PRE-ENGINEERED OR ENGINEERED SUPPRESSION SYSTEMS (HALON, CO2, DRY/WET CHEMICAL SYSTEMS)		\$ 125.00
	SPRINKLER SYSTEM INSPECTION PER SYSTEM		\$ 75.00
	FIRE CONTROL SYSTEM	PER HEAD	\$ 1.00
		PER RISER	\$ 50.00
	ALTERATIONS & REPAIRS	PER INSPECTION	\$ 75.00
	FIRE FINAL INSPECTION	PER INSPECTION	\$ 75.00
	ALL OTHER FIRE INSPECTIONS	PER INSPECTION	\$ 75.00
	UNDERGROUND FIRE MAIN	PER INSPECTION	\$ 75.00
	STAIRWAY PRESSURIZATION TEST	PER INSPECTION	\$ 75.00
	SMOKE EVACUATION TEST	PER INSPECTION	\$ 75.00
	FIRE SYSTEMS REQUIRING 2 INSPECTORS MINIMUM 2 HOUR		\$ 200.00
	PERMIT FEE FOR ALL OTHER PERMITS REQUIRED BY THE FBC		\$ 75.00
	FIRE CERTIFICATE LETTER		\$ 150.00
ROOFING:	ALL ROOFING EXCLUDING NEW CONSTRUCTION \$10.00 PER \$1,000.00		
	OF ESTIMATED CONSTRUCTION VALUATION OR FRACTION THEREOF		
	MINIMUM ROOFING FEE		\$ 100.00
TENTS:	FIRST TENT	EACH	\$ 75.00
		EACH ADDITIONAL TENT	\$ 10.00
SUB-TOTAL			

REINSPECTION FEES:	IST REINSPECTION	\$	100.00
	2ND REINSPECTION	\$	125.00
	3RD REINSPECTION	\$	150.00
	THEREAFTER	\$	175.00
DEMOLITIONS:	DEMO FEE	\$	100.00
	HISTORICAL DEMO	\$	100.00
HISTORICAL DEMO ADD \$.10 PER SQ FOOT FOR ALL PERMITS		\$	0.10
CERTIFICATE OF OCCUPANCY:	EACH CERTIFICATE	\$	120.00
CERTIFICATE OF COMPLETION		\$	120.00
TEMPORARY CERTIFICATE OF OCCUPANCY	IST TCO 30 DAYS	\$	200.00
	2ND TCO 31-60 DAYS	\$	400.00
	3RD TCO 61-90 DAYS	\$	800.00
	ALL ADDITIONAL TCO'S	\$	1,000.00
MOVING STRUCTURES	MOVING ANY STRUCTURE EACH STRUCTURE	\$	100.00
CHANGE OF CONTRACTOR FEE 10% OR \$50.00 WHICHEVER IS GREATER OF PERMIT FEES		\$	50.00
DUPLICATE PERMIT CARD:		\$	25.00
SPECIAL NIGHT WORK, WEEKEND & HOLIDAY PERMIT (\$25.00 PER DAY)		\$	25.00
AFTER HOURS INSECPECTION FEE MINIMUM 2 HOURS		\$	150.00
TRANSMITTAL REVIEW FEE:	EACH TRANSMITTAL PLUS \$1.00 PER PAGE	\$	50.00
REPLACEMENT DRAWINGS:		\$	50.00
	OVER 10 PAGES \$50.00 PLUS \$1.00 PER PAGE		
NOTARY FEE		\$	4.00
LIEN FEE		\$	5.00
PERMIT EXTENTION FEE:		\$	75.00
1% OF TOTAL PERMIT FEE FOR TRAINING AND CERTIFICATION			
RADON 3% OF TOTAL PERMIT FEE, MIN \$4.00			
SCANNING FEE \$2.50 PER PAGE WHEN THE CITY DOES THE SCANNING			
SCANNING FEE \$.50 PER PAGE WHEN CUSTOMER PROVIDES AN AS BUILT CD			
FAX CONVENIENCE FEE			\$5.00
CREDIT CARD CONVENIENCE FEE			\$2.50
HISTORIC PRESERVATION PER REVIEW ON ALL PERMITS			\$10.00
PUBLIC ART REVIEW			\$5.00
PERMIT SEARCH FEE (minimum \$10.00 fee or hourly rate for extensive research)			\$10.00
ALCOHOLIC BEVERAGE LICENSE			\$25.00
BUILDING OFFICAL CERTIFICATION LETTER OR WRITTEN OPINION LETTER			\$275.00
TEMPORARY ACTIVITY PERMIT		\$	50.00
TOTAL			



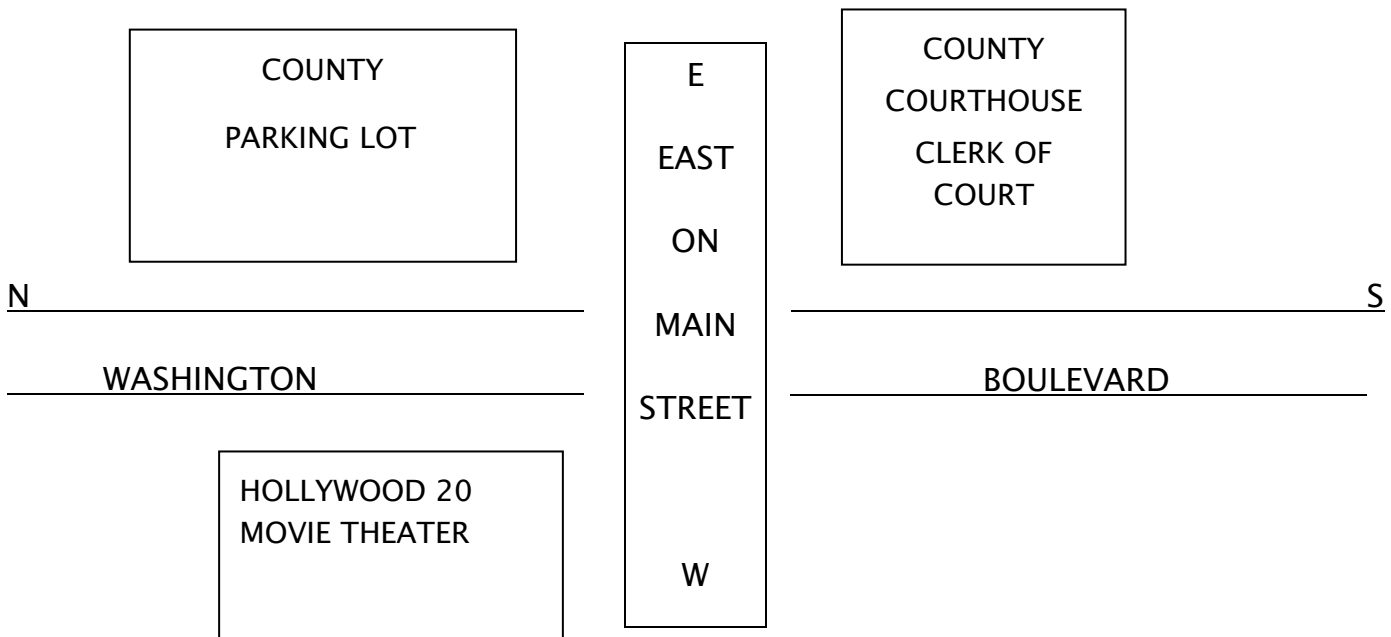
NOTICE OF COMMENCEMENT

TO FILE THE NOTICE OF COMMENCEMENT YOU MUST FILL OUT THE FORM, HAVE IT NOTARIZED AND TAKE IT TO THE CLERK OF COURT AT THE SARASOTA COUNTY COURTHOUSE AT 2000 MAIN ST @ MAIN ST AND US 301.

GO INTO THE CLERKS OFFICE AND ASK TO RECORD THE NOTICE OF COMMENCEMENT. ONCE IT IS RECORDED ASK TO GET A CERTIFIED COPY OF THE NOC. THERE IS A FEE FOR RECORDING AND CERTIFYING THIS FORM.

THE CITY BUILDING DIVISION MUST RECEIVE THE CERTIFIED COPY OF THE NOTICE OF COMMENCEMENT BEFORE YOUR FIRST INSPECTION CAN BE CALLED IN.

YOU MAY FAX IT TO 941-954-4178 OR BRING IT IN PERSON TO 1565 1ST ST SARASOTA, FL 34236



NOTICE OF COMMENCEMENT

Permit No. _____

Tax Folio No. _____

State of Florida, County of Sarasota

THE UNDERSIGNED HEREBY GIVES NOTICE THAT IMPROVEMENTS WILL BE MADE TO CERTAIN REAL PROPERTY,

AND IN ACCORDANCE WITH §713.13 OF THE FLORIDA STATUTES, THE FOLLOWING INFORMATION IS PROVIDED IN THE Notice of Commencement.

LEGAL DESCRIPTION OF PROPERTY (INCLUDING STREET ADDRESS, IF AVAILABLE): _____

GENERAL DESCRIPTION OF THE IMPROVEMENTS: _____

NAME OF OWNER: _____

ADDRESS OF OWNER: _____

OWNER'S INTEREST IN SITE OF THE IMPROVEMENT: _____

FEE SIMPLE TITLE HOLDER'S NAME: _____

FEE SIMPLE TITLE HOLDER'S ADDRESS: _____

CONTRACTOR'S NAME: _____

CONTRACTOR'S ADDRESS: _____

SURETY: _____

ADDRESS: _____ **AMOUNT OF BOND \$** _____

ANY PERSON(S) MAKING A LOAN FOR THE CONSTRUCTION OF THE IMPROVEMENTS:

NAME: _____

ADDRESS: _____

PERSON WITHIN THE STATE OF FLORIDA DESIGNATED BY THE OWNER UPON WHOM NOTICES OR OTHER DOCUMENTS MAY BE SERVED AS PROVIDED FOR BY FLORIDA STATUTE §713.13(1)(A)7.

NAME: _____

ADDRESS: _____

IN ADDITION TO HIMSELF OR HERSELF, OWNER DESIGNATES _____

OF _____

TO RECEIVE A COPY OF THE LIENOR'S NOTICE AS PROVIDED IN FLORIDA STATUTES §713.13(1)(B)

EXPIRATION DATE OF NOTICE OF COMMENCEMENT (THE EXPIRATION DATE IS ONE (1) YEAR FROM THE DATE OF RECORDING UNLESS A DIFFERENT DATE IS SPECIFIED.)

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOBSITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature of Owner _____

Printed Signature of Owner _____

Sworn to me this _____ day of _____

_____ in the year 20 _____

Signature of Notary Public

Printed Signature of Notary Public



Division Letter of Transmittal

Complete this form and submit it **OVER THE COUNTER** with any new or adjusted pages. You must also fill out section (G), below summarizing your changes.

We **DO NOT** accept transmittals by fax or mail.

Type or print. Please use **blue** or **black** ink.

Only contractors or agents may **pick up** transmittals.

PERMIT NUMBER _____

Date Submitted: _____ Site Address: _____

Submitted by: _____ Phone: _____ Fax: _____

TRANSMITTAL DETAILS (ALL LINES MUST BE COMPLETED PRIOR TO PRESENTING YOUR TRANSMITTAL AT THE COUNTER):

a) **Did a City reviewer request these changes?** [] Yes or [] No.

If yes, who requested these changes? _____

If yes, are changes other than those requested included in this transmittal? [] Yes or [] No.

b) **Who should receive this transmittal?** [] Plans Review, [] Zoning, [] Planning, [] Engineering, [] Utilities/Eng.

c) **Check which this transmittal includes:** [] Blueprints and/or drawings only, [] Documents only, [] Both

IMPORTANT NOTE: All blueprints/drawings must be the **same size** as those in the original submission, all changes must be **clouded**, and changes must be **summarized**. Transmittals not meeting these requirements will be rejected.

d) **# of Pages per set:** ___ **Number of Sets** Residential 2 sets, Commercial 4 sets, Civil revisions 5 Sets _____

e) **How many new or replacement pages are you adding with the transmittal?** _____

f) **Do the alterations change the construction value?** [] Yes or [] No. Additional construction value: _____

g) Briefly **describe all items** you are submitting and the changes they represent. (Please be sure that full summaries appear on each changed blueprint and drawing, and that changes are clouded):

Please make sure to include a summary of all changes that are clouded on all plans.

FEE SCHEDULE:

Zoning	_____	REVIEWER COMMENTS: _____
Building Fee +\$1.00 page	_____	_____
Electrical	_____	_____
Plumbing	_____	_____
AC / Mechanical	_____	_____
Roofing	_____	_____
Signs	_____	_____
Trees	_____	_____
Fire (AL, Sup, Spr & F)	_____	_____
Cert of Occupancy	_____	_____
Scan Fee	_____	_____
Cert & Training Fee	_____	_____
Radon Fee	_____	_____
Total Fees	_____	_____



City of Sarasota Building Division Subcontractor Form

1565 1st St, Sarasota, FL, 34236

Phone 941-954-4156 Fax 941-954-4178 Inspections 941-954-4126

I certify that I am the Contractor which obtained the below permit, Owner or Authorized Agent, and that the below constitutes a true list of subcontractors working for me on this job. I understand any change of subcontractors shall be permissible provided written notification of said change is first submitted to the Building Division.

PERMIT #: _____ PERMIT ADDRESS: _____

CONTRACTOR NAME: _____

ELECTRICAL		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
PLUMBING		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
A/C MECH.		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
ROOFING		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
FIRE ALARM		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
FIRE SPRINKLER		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
FIRE SUPPRESSION		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
FIRE LINE		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
GAS		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	
IRRIGATION		Contractor Name	
Address		Cont./Agent Signature	
Phone Number		City Reg. #	
MISCELLANEOUS		Contractor Name	
Address		Contr./Agent Signature	
Phone Number		City Reg. #	



BUILDING & ZONING DIVISION MINIMUM PLAN REQUIREMENTS

TREE REMOVAL OR RELOCATION

Please provide the following information:

City of Sarasota
Building & Zoning
1565 1st Street
Sarasota, FL 34230
(941) 954-4156

A permit is required to remove or relocate any tree (other than citrus) greater than four and one-half inches in diameter at breast height and most palms. While there is no fee to remove "nuisance" species of trees such as Malalueca (punk trees), Australian pine, and certain others, you must obtain a permit prior to their removal. Only citrus trees do not require permits (Excluding the Mango tree.)

I. ONE (1) COPY OF THE TREE PERMIT APPLICATION (FORM B110) COMPLETELY FILLED OUT AND SIGNED.

- A. You must provide a Primary Contact. This individual will be contacted for all plans, zoning or permitting issues throughout the permitting process.**
- B. Each tree to be removed or relocated must be listed on a numbered line on the back of the permit application.**
 - 1. Each tree listed must show the species of the tree. All trees, even nuisance trees, must be listed.
 - 2. Measure the trunk of each tree listed in either Diameter (through) or Circumference (around) at breast height. All trees greater than 4-1/2" diameter (approximately 14-1/4" circumference). If you have questions about measuring a particular tree (for instance, banyans and other trees with multiple "trunks"), please call the City of Sarasota Arborist at 365-2200 ext. 4345.
 - 3. You must provide a reason the tree is to be removed or relocated. If a tree is diseased or dying, you may be required to provide a signed letter from a certified arborist, on his or her letterhead, that states that the tree must be removed.
- C. Note: As stated on the application, all trees that will remain must be protected by a tree barrier during all phases of construction. Please see the Building Department for a copy of the Tree Protective Barrier specifications.**

II. TWO (2) FOR RESIDENTIAL & FOUR (4) FOR COMMERCIAL COPIES OF A SITE PLAN DRAWN TO SCALE, ILLUSTRATING:

Note: A sample site plan appears on the reverse of this form that may help you create your own site plan for this project. Please note that the specifics of your site plan must reflect all of the information noted below.

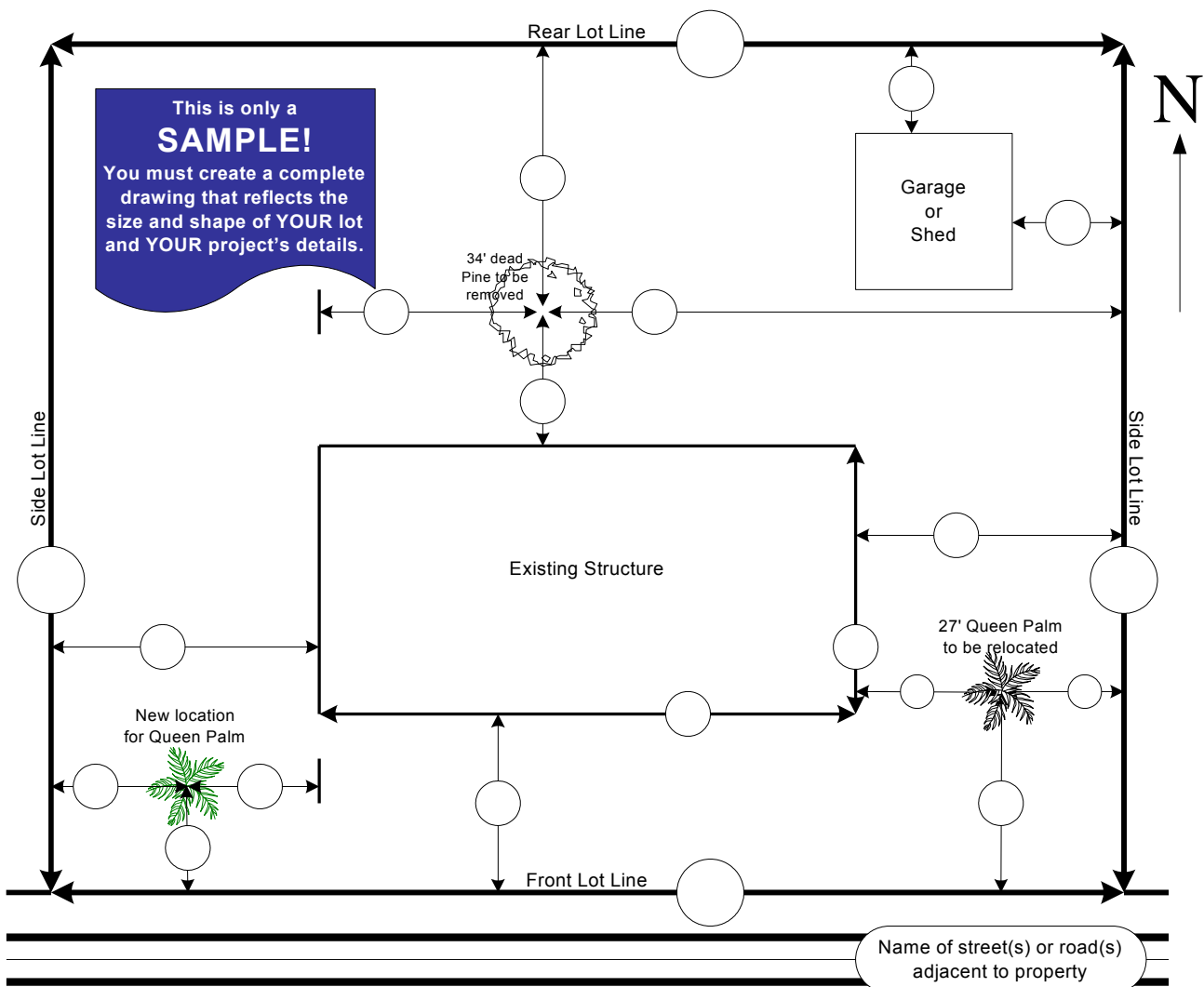
- A. An arrow indicating North**
- B. The name(s) of all streets adjacent to the property**
- C. Setbacks of the tree(s) from the front, side and rear property lines**
- D. Lot dimensions.**
- E. All structures on the property and all driveways.**
- F. Location of each tree to be removed. Marked with the number corresponding to the line on the second page of the permit application where that tree is listed.**
- G. Current location and proposed location each tree to be relocated, marked with number corresponding to the line on the second page of the permit application where that tree is listed.**



BUILDING & ZONING DIVISION SAMPLE SITE PLAN

Instructions for preparing a Site Plan

- I. On an 8-1/2 x 11 sheet of standard paper (or larger), draw your individual property. Your drawing **MUST** be to scale and show adjacent street(s) and roads(s), with a direction arrow indicating north.
- II. Show **ALL** buildings, mobile homes, garages, sheds and any other structures on your property on the site plan, regardless of the reason for requesting a permit.
- III. If the requested permit is for an addition, show the existing structure(s) with solid lines and the addition(s) with dotted lines.
- IV. After locating all structures on your property, show distances in feet from lot lines and for key elements of the plan (as illustrated by the circles in the sample, below).
- V. Sign and date your site plan drawing before submitting it with your permit application.
- VI. The drawing below is **SAMPLE ONLY**. Your lot and building(s) will differ in size, shape and scale. Your drawing must accurately reflect **YOUR** property and **YOUR** project. Where the shapes of building(s) differ, include measurements for the offsets from the lot lines or other parts of the building(s).





BUILDING DEPARTMENT TREE APPLICATION

2 Site Plans Required for Residential Homes

4 Site Plans Required for Commerical Buildings

Application Number _____

Tree Protection Ordinance

02-4401

Unless otherwise noted, complete every field. Write "N/A" if a section is not applicable to your property/project.

(Please use blue or black ink)

A permit is required to remove or relocate any tree (other than citrus) greater than four and one-half inches in diameter at breast height and most palms. While there is no fee to remove "nuisance" species of trees such as Malalueca (punk trees), Australian Pine, and certain others, you must obtain a permit prior to their removal. Only citrus trees do not require permits.

"TREES BEING REMOVED SHOULD BE TAGGED WITH COLORED RIBBON "

Primary Contact's Name: _____ Phone No.: (____) _____
Address _____ Fax No.: (____) _____
City: _____ State: _____ Zip Code: _____ E-mail: _____

Parcel Address: _____
Site Address: _____

Is tree removal/relocation associated with a separate permit for construction or other building? Yes No
If associated with one or more separate building permit(s), enter the application number(s) here: _____

Description of Work: _____

Number of trees / palms to be removed: _____ Number of trees / palms to be relocated: _____
On the reverse of this sheet, you must list all trees and palms that you intend to relocate or remove. With this application, include a site plan showing all trees listed. Number of pages per site plan: _____ Number of sets submitted: _____

Contractor's Name: _____ City Registration No.: _____
Company's Address: _____ State Cert./Reg No.: _____
City: _____ State: _____ Zip Code: _____ Phone No.: (____) _____
E-mail: _____ Fax No.: (____) _____

Property Owner's Name: _____ Phone No.: (____) _____
Owner's Address: _____ Fax No.: (____) _____
City: _____ State: _____ Zip Code: _____ E-mail: _____

Certified Arborist's Name: _____ Phone No.: (____) _____
Certified Arborist's Address: _____ E-mail: _____
City: _____ State: _____ Zip Code: _____ Certification Number: _____

Please Note: All items from Certified Arborists must be on letterhead and include the Arborist's seal and certification number.

Application for permit by homeowner:

I, _____, am the owner of the aforementioned property and hereby apply for a permit to perform the work described herein. I attest that the information contained in this application is correct; that I will obey all applicable laws and ordinances; and that I understand that City Ordinance 02-4401 contains significant fines and penalties for violations.

Signature of Owner _____ Date _____

Application for permit by contractor:

I, _____, hereby apply for a permit to perform the work described herein under contract from the owner of the aforementioned property. By my signature below, I attest that the information contained in this application is correct and complete to the best of my knowledge; that the work will be performed as stated in this application as it may be amended; that I have and shall maintain all required liability and workers compensation insurance coverage; and that I will obey all applicable laws and ordinances.

Signature of Contractor _____ Date _____

NOTE: IF ANY WORK WILL TAKE PLACE IN PUBLIC RIGHT-OF-WAY, A RIGHT-OF-WAY PERMIT WILL BE REQUIRED.

Please list only trees with a diameter greater than 4.5 inches at breast height and palms protected by ordinance. Identify each tree by species. You may use either the common or the scientific name, but you may not list a tree as "other" or "unknown"; Each tree must be listed separately. Under "Diam Cir", enter "Diam" if you are supplying the size as a diameter (through) or "Cir" for circumference (around). For size, please enter the number of inches at breast height. Under Action, enter "Add", "Relocate" or "Remove", then enter the reason in the space provided, or on a separate sheet if needed. Use one line per tree, and use as many separate sheets as you may need. Please make sure that each tree on this or separate sheets is numbered. Whenever possible, please use that number to identify each tree on the site plan that you submit.

#	Species	Diam Cir	Size (in.)	Action	Reason	Fee Office Use Only
0	(example) Laurel Oak	Cir	16	Remove	Diseased	
0	(example) Serone Reopens / Saw Palmetto	Diam	4.75	Relocate	New Landscape plan	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11					Tree Permit Fee	
12					Tree Fee	
15					Train & Cert Fee	
16					Credit Card Fee	
17					Fax Conv. Fee	
19					Prepay Fee	
					<input type="checkbox"/>	Total Fees

Please check this box if you would like to pick up the permit in our office at 1565 1st St., 2nd floor annex bldg.

Please note that all trees must be protected by a tree barrier during all phases of construction. Please see the Building Department for a copy of the Tree Protective Barrier specifications.

This section reserved for office use only:	Approved <input type="checkbox"/>	Declined <input type="checkbox"/>



CITY OF SARASOTA
Backflow Prevention
Protecting Water Protecting People
Assembly Test Report



Water Conservation

TESTER NAME (PRINT)		PHONE	FAX
TESTER/COMPANY MAILING ADDRESS		BUILDING PERMIT NO.	
SERVICE ADDRESS		METER NO.	
LOCATION OF DEVICE		SERIAL NO.	
DEVICE INFO	MANUFACTURER	TYPE	SIZE MODEL

DATE	TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM	LINE PRESSURE AT TIME OF TEST	PSI	PRESSURE DROP ACROSS FIRST CHECK VALVE	PSI
------	------	--	----------------------------------	-----	---	-----

	CHECK VALVE NO. 1	CHECK VALVE NO. 2	DIFFERENTIAL PRESSURE RELIEF VALVE
INITIAL TEST	1. Held at _____ PSI 2. Leaked ----- [] 3. Closed tight ----- []	1. Held at _____ PSI 2. Leaked ----- [] 3. Closed tight ----- []	1. Opened at _____ PSI 2. Did not open ----- []
R E P A I R S	Cleaned ----- [] Replaced: Disc ----- [] Spring ----- [] Guide ----- [] Pin retainer ----- [] Hinge pin ----- [] Seal ----- [] Diaphragm ----- [] Other, describe ----- []	Cleaned ----- [] Replaced: Disc ----- [] Spring ----- [] Guide ----- [] Pin retainer ----- [] Hinge pin ----- [] Seal ----- [] Diaphragm ----- [] Other, describe ----- []	Cleaned ----- [] Replaced: Disc. upper ----- [] Disc. Lower ----- [] Spring ----- [] Diaphragm, large Upper ----- [] Lower ----- [] Diaphragm, small Upper ----- [] Lower ----- [] Spacer, lower ----- [] Other, describe ----- []
FINAL TEST	Closed tight ----- []	Closed tight ----- []	Opened at _____ PSI

TYPE OF SERVICE: POTABLE WATER [] POTABLE IRRIGATION [] FIRE SERVICE []

REMARKS: _____

REPORT OF TEST RESULTS: PASSED _____ FAILED _____

<p align="center">Annual test report should be sent to: CITY OF SARASOTA Utilities Department - Attn: Cross-Connection Section 1750 12th Street, Sarasota, FL 34236, Fax # (941) 365-4840</p>	<p align="center">THE ABOVE REPORT IS CERTIFIED TO BE TRUE</p>
<p align="center">If you have a Building Permit No. please send report to: CITY OF SARASOTA Neighborhood and Development Services 1565 First Street, Sarasota, FL 34236, Fax # (941) 954-4178</p>	<p>TESTED BY: _____</p>
	<p>REPAIRED BY: _____</p>
	<p>FINAL TEST BY: _____</p>
	<p>CERTIFICATION NO: _____</p>

The backflow device must be installed on private property not within the public right-of-way.



EROSION SILTATION CONTROL PERMIT

For construction projects where the contractor changes, the new contractor shall obtain a new erosion siltation control permit at least two days prior to taking control of the duty and responsibility of the erosion permit.

Neighborhoods & Development Services, 1565 1st St, 2nd floor Annex Building,
Sarasota, Fl 34236, Telephone Number: 941-365-2200 Ext 4375 or 4367, Fax Number: 941-954-4178
To view the City's Engineering Design Criteria Manual (E. D. C. M.) for Erosion and Siltation Control
guidelines please visit our web page at [http://www.sarasotagov.com/InsideCityGovernment/Content/
Engineering/DesignCriteria/EDCM-Final.pdf](http://www.sarasotagov.com/InsideCityGovernment/Content/Engineering/DesignCriteria/EDCM-Final.pdf)

Erosion Siltation Permit Number

--	--	--	--	--	--	--	--

Contractor Name

Contractor cell phone #

Contractor Address

Contractor Office/Home phone #

Contractor Email

Contractor Fax #

Site Location

Property Owner Name

Property owner Address

Fees have been paid pursuant to Section 29.5-8 of the City Code in the amount of \$ _____

\$5.00 per 1000 sq. ft. (sq. ft. x .005= \$ Minimum \$15.00 Maximum \$300.00

After Erosion/ Siltation Control Devices have been installed on site, Permittee **MUST schedule a site inspection**
with the Neighborhoods & Dev. Serv. by calling 941-954-4126 between the hours of 7:30 am to 4:30 pm M-F.

Failure to schedule a timely site inspection will result in a fine of \$100.00

Permittee Name

Permittee Signature

Date

for **Alexandrea DavisShaw, PE City Engineer**

Date

Inspected by:

Date

Comments:

Pass

Fail

Reinspection Needed (\$50)

Additional Measures Needed

No disturbed area may be denuded for more than thirty (30) calendar days unless otherwise authorized by the City Engineer. Denuded areas must be covered by mulches such as straw, hay, filter fabric, seed and mulch, sod, or some other permanent vegetation.

Within sixty (60) calendar days after final grade is established on any portion of a project site, that portion of the site shall be provided with established permanent soil stabilization measures according to the original construction plan, whether by impervious surface or landscaping.

Soil stockpiles shall be protected at all times by on-site drainage controls which prevent erosion of the stockpiled material. Control of dust from such stockpiles may be required depending upon their location and the expected length of time the stockpiles will be present. In no case shall no unstabilized stockpile remain in place longer than thirty (30) calendar days.

During construction, all storm sewer inlets receiving drainage from the project shall be protected by sediment traps such as, but not necessarily limited to, secured filter socks, sod, or stone which shall be maintained and modified as required by construction progress, and which shall be approved by the City Engineer before installation. In no case shall sediment or debris be allowed to enter a public right-of-way in such a manner as to create a traffic hazard, a public nuisance, or a threat to existing drainage ways.

Sediment basins and traps, perimeter berms, filter fences, berms, sediment barriers, vegetative buffers and other measures intended to trap silt or prevent the transport of silt onto adjacent properties, or into storm sewer systems or existing water bodies, shall be installed, constructed, or, in the case of vegetative buffers, protected from disturbance, as a first step in the land alteration process. Such systems shall be fully operative and inspected by the City Engineer before any other disturbance of the site begins. Earthen structures, including but not limited to berms, earth filters, dams, or dikes, shall be stabilized and protected from drainage damage or erosion within one (1) week or installation.

Areas of five (5) acres or more shall be required to have temporary sedimentation basins as a positive remedy against downstream siltation, which shall be shown and detailed on construction plans. During development, permanent retention areas may be used in place of sedimentation basins provided they are maintained to the satisfaction of the City Engineer. The contractor shall prohibit the discharge of silt through the outfall structure during construction of any retention area and shall clean out the retention area before installing any permanent subdrain pipe. In addition, permanent retention areas shall be totally cleaned out and operating properly at the time of final inspection and at the end of any applicable warranty period. When temporary sedimentation basins are used, they shall be capable at all times of containing at least one cubic foot (1 c.f.) of sediment for each one hundred square feet (100 s.f.) of area tributary to the basin. Such capacity shall be maintained throughout construction by regular removal of sediment from the basin.

Land alteration and construction shall be minimized in all waterways and in a 25-foot-wide strip adjacent to the water, as measured from the top of the bank of the waterway. Construction equipment and motor vehicles shall be kept out of waterways and the 25-foot buffer area whenever possible. Barriers shall be used to prevent access by construction equipment and motor vehicles. Where in-channel work cannot be avoided, precautions shall be taken to stabilize the work area during land alteration, development, and construction to minimize erosion. If the channel or buffer area is disturbed during land alteration, it shall be stabilized within three (3) calendar days after the in-channel work is completed. Silt curtains or other filter/siltation reduction devices shall be installed on the downstream side of the in-channel activity to alleviate increased turbidity. Wherever stream crossings are required, properly-sized temporary culverts shall be provided and shall be removed when construction is completed. Upon completion of construction, the area of the crossing shall be restored to a condition equal to or better than that which existed prior to the construction activity.

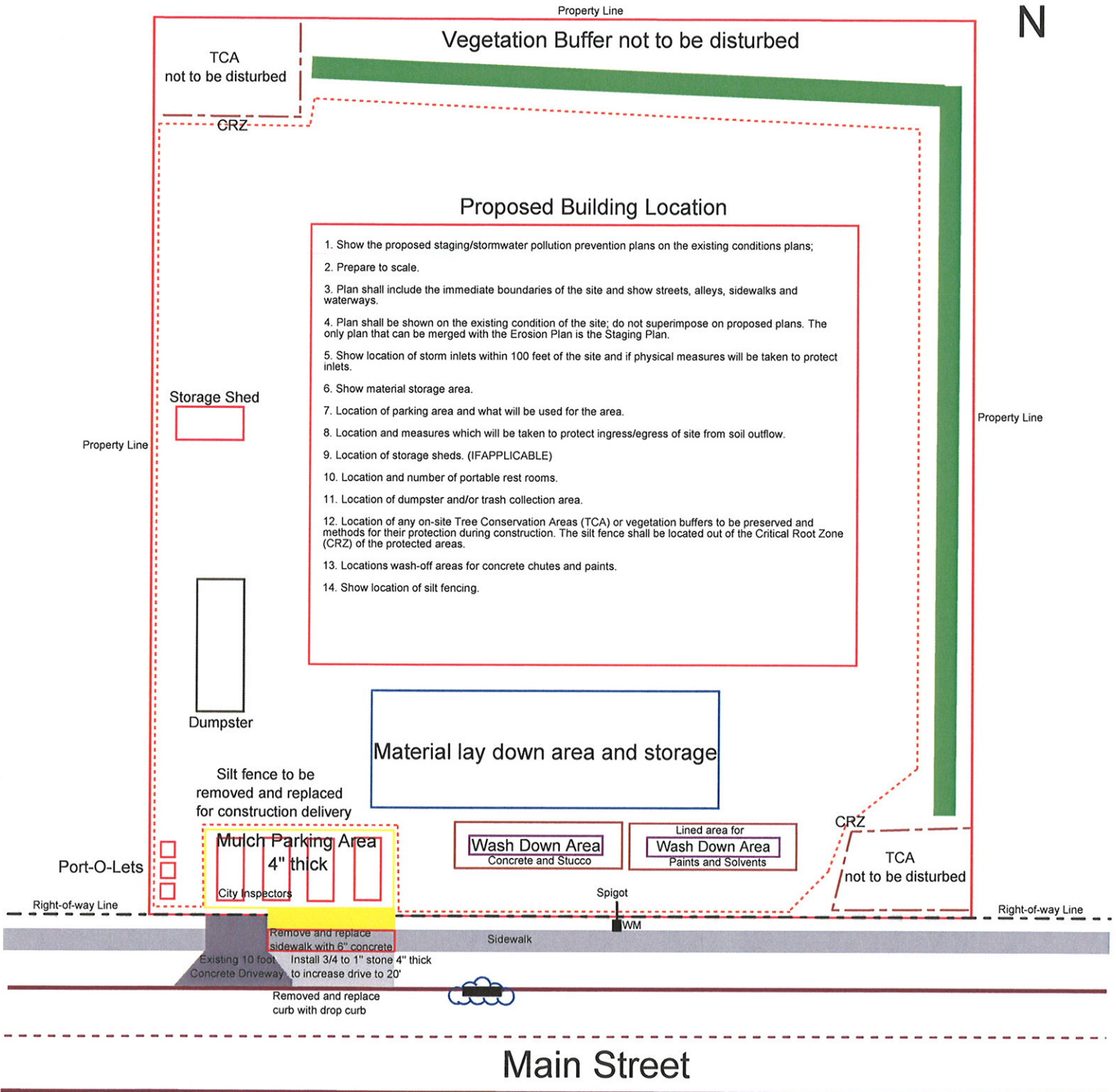
All disturbed or constructed swales, ditches, and channels leading from the site shall be sodded within three (3) days of excavation. All interior swales and detention areas shall be sodded prior to issuance of a Certificate of Occupancy.

The construction of all underground facilities shall be accomplished in an expeditious manner, with backfill and restoration lagging no more than four hundred feet (400 ft.) behind excavation and installation. Where appropriate, excavated material shall be cast onto the uphill side of any trench and shall not be cast into any channel, channel bank, or gutter.

All erosion control devices shall be inspected and documented every seven (7) days, and after each rainfall, and shall be cleaned or repaired as required.

Maintenance of all soil erosion and siltation control practices, whether temporary or permanent, shall be at all times the responsibility of the permittee. Failure to do so can cause rescinding of ESC Permit, and/or payment to the City for cleaning of downstream facilities and areas.

SWPPP SAMPLE COPY Single Family Developments

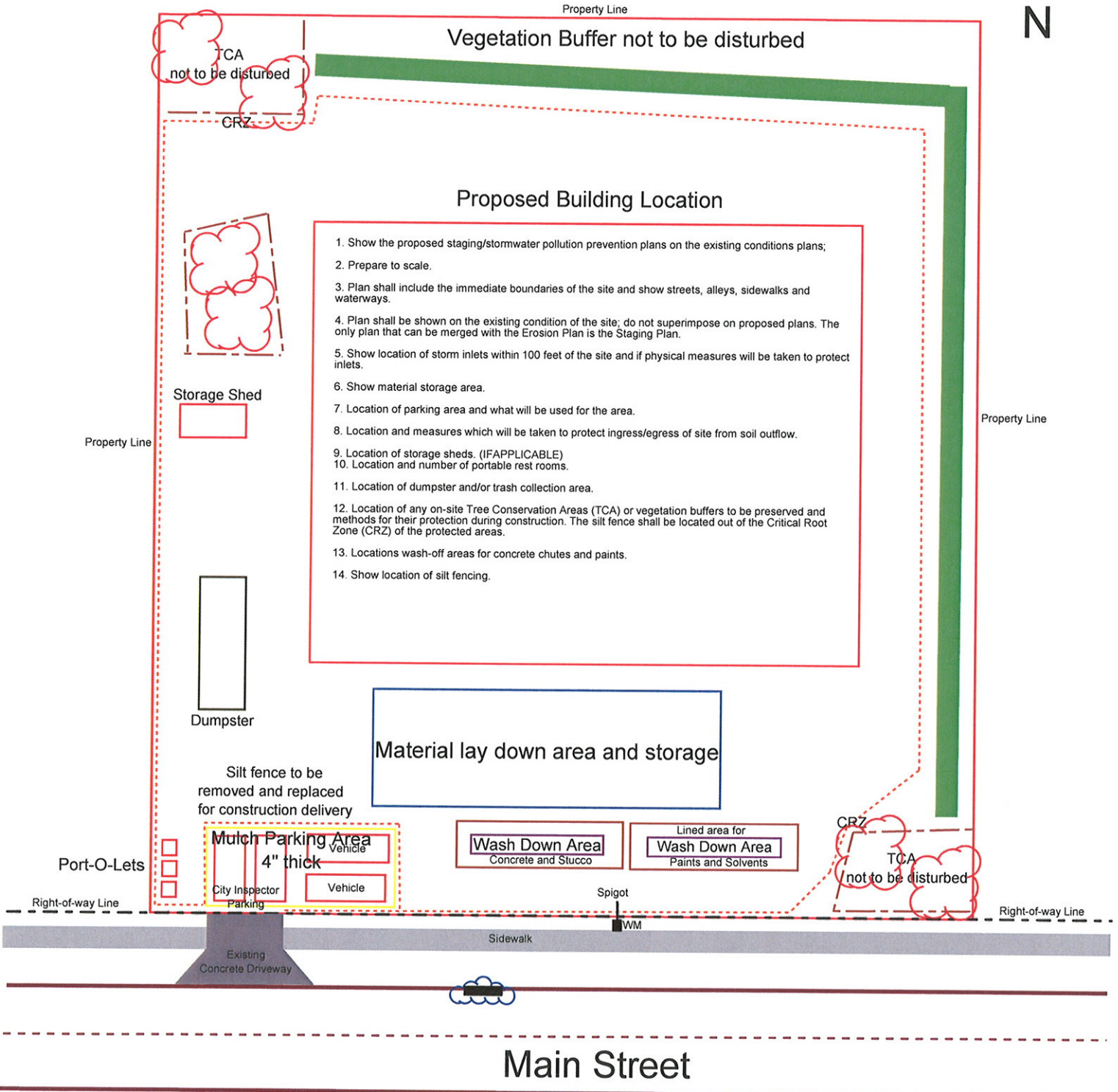


- Proposed Building Location**
1. Show the proposed staging/stormwater pollution prevention plans on the existing conditions plans;
 2. Prepare to scale.
 3. Plan shall include the immediate boundaries of the site and show streets, alleys, sidewalks and waterways.
 4. Plan shall be shown on the existing condition of the site; do not superimpose on proposed plans. The only plan that can be merged with the Erosion Plan is the Staging Plan.
 5. Show location of storm inlets within 100 feet of the site and if physical measures will be taken to protect inlets.
 6. Show material storage area.
 7. Location of parking area and what will be used for the area.
 8. Location and measures which will be taken to protect ingress/egress of site from soil outflow.
 9. Location of storage sheds. (IFAPPLICABLE)
 10. Location and number of portable rest rooms.
 11. Location of dumpster and/or trash collection area.
 12. Location of any on-site Tree Conservation Areas (TCA) or vegetation buffers to be preserved and methods for their protection during construction. The silt fence shall be located out of the Critical Root Zone (CRZ) of the protected areas.
 13. Locations wash-off areas for concrete chutes and paints.
 14. Show location of silt fencing.

LEGEND		
Silt Fence	Orange	Inlet Protection
Double Row Silt Fence	Violet	Mulch
		Vegetation
		Vegetation Barrier
		Blue
		Yellow
		Green
		Brown

*Tree Conservation Area (TCA)
*Critical Root Zone (CRZ)
>If tree Barrier is not provided Silt fence shall be set off the tree CRZ, 1ft from trunk for every inch of diameter of tree.
>Silt Fence or construction activities shall not encroach into CRZ

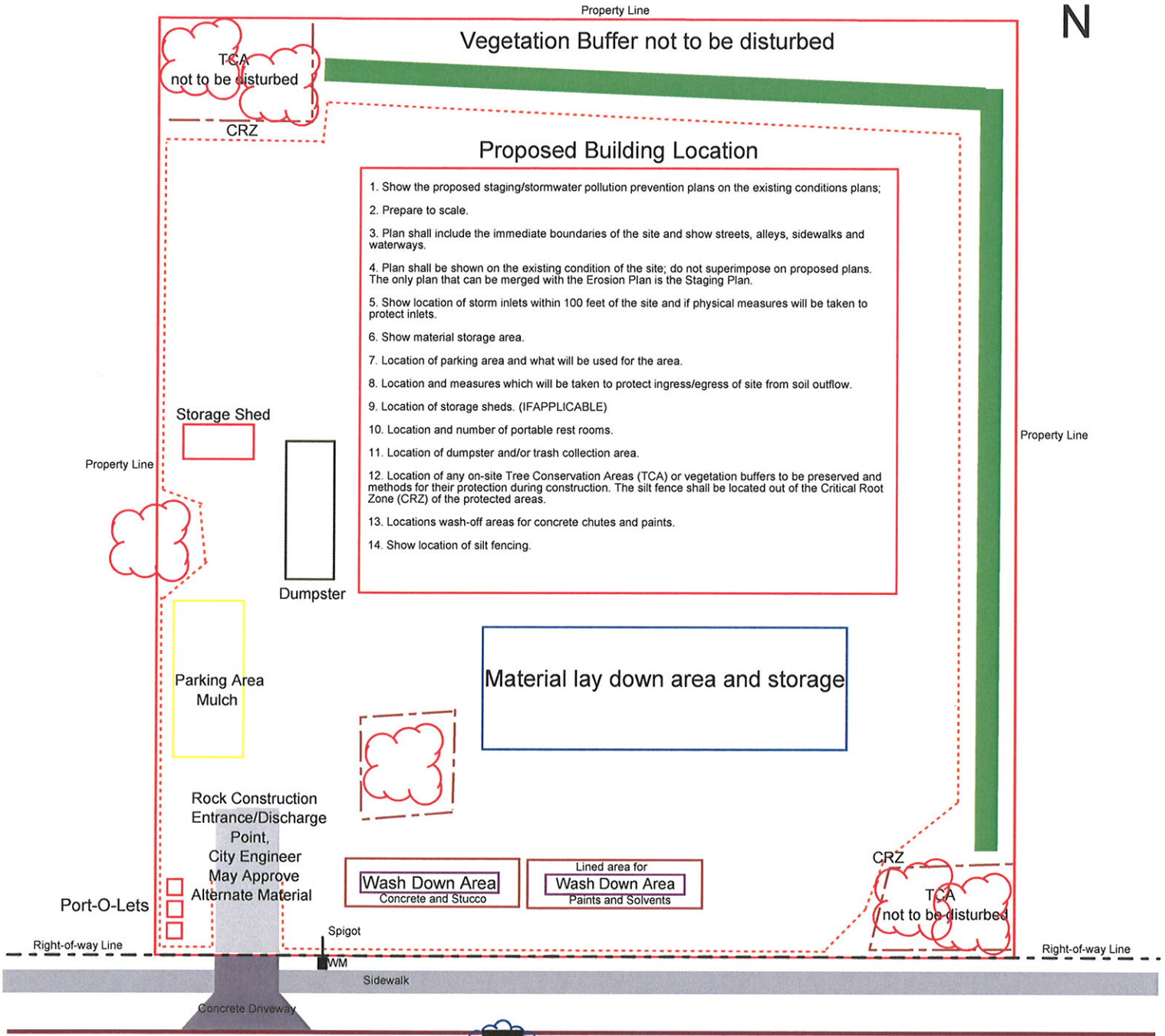
SWPPP SAMPLE COPY Single Family Developments



LEGEND	
<p>Silt Fence</p> <p>Double Row Silt Fence</p>	<p style="text-align: center;">Orange</p> <p style="text-align: center;">Violet</p> <p style="text-align: center;">Blue</p> <p style="text-align: center;">Yellow</p> <p style="text-align: center;">Green</p> <p style="text-align: center;">Brown</p>
<p>Inlet Protection</p> <p>Mulch</p> <p>Vegetation</p> <p>Vegetation Barrier</p>	<p style="text-align: center;">Blue</p> <p style="text-align: center;">Yellow</p> <p style="text-align: center;">Green</p> <p style="text-align: center;">Brown</p>

*Tree Conservation Area (TCA)
 *Critical Root Zone (CRZ)
 >If tree Barrier is not provided Silt fence shall be set off the tree CRZ, 1ft from trunk for every inch of diameter of tree.
 >Silt Fence or construction activities shall not encroach into CRZ

SWPPP SAMPLE COPY Single Family Developments



- Proposed Building Location**
1. Show the proposed staging/stormwater pollution prevention plans on the existing conditions plans;
 2. Prepare to scale.
 3. Plan shall include the immediate boundaries of the site and show streets, alleys, sidewalks and waterways.
 4. Plan shall be shown on the existing condition of the site; do not superimpose on proposed plans. The only plan that can be merged with the Erosion Plan is the Staging Plan.
 5. Show location of storm inlets within 100 feet of the site and if physical measures will be taken to protect inlets.
 6. Show material storage area.
 7. Location of parking area and what will be used for the area.
 8. Location and measures which will be taken to protect ingress/egress of site from soil outflow.
 9. Location of storage sheds. (IF APPLICABLE)
 10. Location and number of portable rest rooms.
 11. Location of dumpster and/or trash collection area.
 12. Location of any on-site Tree Conservation Areas (TCA) or vegetation buffers to be preserved and methods for their protection during construction. The silt fence shall be located out of the Critical Root Zone (CRZ) of the protected areas.
 13. Locations wash-off areas for concrete chutes and paints.
 14. Show location of silt fencing.

Main Street

*Tree Conservation Area (TCA)
 *Critical Root Zone (CRZ)
 >If tree Barrier is not provided Silt fence shall be set off the tree CRZ, 1ft from trunk for every inch of diameter of tree.
 >Silt Fence or construction activities shall not encroach into CRZ

LEGEND		
Silt Fence	Inlet Protection	Blue
Double Row Silt Fence	Mulch	Yellow
	Vegetation	Green
	Vegetation Barrier	Brown
		Orange
		Violet



CITY OF SARASOTA - NEIGHBORHOOD AND DEVELOPMENT SERVICES

-UTILITY COST ESTIMATE APPLICATION-

Return to: Engineering Division, 1565 1st St. Sarasota, FL 34236 – Ph. 365-2200 ext 4375, Fax: 954-4178

Mail checks payable to: City of Sarasota – Mail to: (P.O. Box 3439) Sarasota, FL. 34230

Make Payments in person to: Public Works – 1761 12th Street – Office located on First floor

Please fill out **Yellow Section** to the best of your knowledge

Address:		Date:	QS Map #:
Legal Description Required		Applicant Information	
Sarasota County PID #		Owner Name:	
Lot:	Block:	Company Name:	
Subdivision:		Address:	
Is property located in the City? Y <input type="checkbox"/> N <input type="checkbox"/>		City:	State: Zip:
If no, have you applied for annexation? Y <input type="checkbox"/> N <input type="checkbox"/>		Cell #	Home #
Utility Services Requested (√, number, size/inch)			
<input type="checkbox"/> Single-Family	<input type="checkbox"/> Domestic Water Meter	No. _____	Size _____
<input type="checkbox"/> Multi-Unit # _____	<input type="checkbox"/> Irrigation Water Meter	No. _____	Size _____
<input type="checkbox"/> Commercial	<input type="checkbox"/> Fire Line	No. _____	Size _____
<input type="checkbox"/> Multi-Use	<input type="checkbox"/> Sanitary Sewer Service	No. _____	Size _____
	<input type="checkbox"/> Reuse	No. _____	Size _____
Description of Utility Locations Requested (description, or n/a)			
WATER:		SEWER:	
REUSE:		IRRIGATION:	
FIRELINE:			
To the best of my knowledge, the above information is correct _____			
(Applicant Signature)			
FOR CITY USE ONLY			
CONDITIONS FOR SERVICE			ESTIMATED COST
<input type="checkbox"/> FDEP Permit Approval Water <input type="checkbox"/> Sewer <input type="checkbox"/>			Water: _____
<input type="checkbox"/> Construction by applicant: Service line to utilities:			Sewer: _____
<input type="checkbox"/> Back Flow Device Required: RPZ: _____ DDC: _____ DC: _____			Reuse: _____
<input type="checkbox"/> Utility Deposit and Administrative Processing Fee Required			Deposit: _____
<input type="checkbox"/> Other:			Serv. charge: _____
<input type="checkbox"/> Separating meters from:			TOTAL: _____
Approved By _____		Date: _____	Application No: _____



BACKFLOW DEVICE TECHNICAL SHEET

Please reference the 'Conditions for Service' section on the Utility Cost Estimate Application.

Note the applicable types of backflow devices that have been specified for the Utility Cost Estimate Application -- **RPZ, DDC** or **DC**. All backflow devices for all meters at the site, whether they are domestic or irrigation, are to be of the same type as specified on the Utility Cost Estimate Application. All commercial sites require an **RPZ** backflow device, as they are deemed a high hazard site. The only exemption to this requirement is a single family residence which has domestic meter service only and is without a cross-connection hazard on the site. Please reference the examples listing below for clarification of sites requiring RPZ backflow device installation.

Examples:

Pool on site
Spa on site
Irrigation on site
Well on site
Reuse on site
Commercial site
Fire Line on site
Body of water
Sewage Lift Station on site
Other (hazard)

A permit must be obtained from the Building Department by a licensed plumber (backflow device certified) for the installation of the required backflow device(s) adjacent to all meter(s) at the site. **The backflow device must be installed on private property and not within the public right-of-way.** A copy of the backflow device annual test report should be sent to Utilities Department, Attn: Cross-Connection Section, 1750 12th Street, Sarasota, FL 34236, Fax # (941) 365-4840 unless you have a Building Permit No. If so, it should be sent to: Neighborhood and Development Services Dept., 1565 First Street, 2nd Floor, Fax # 954-4178.

For additional information, please contact City of Sarasota Neighborhoods & Development Services, Engineering Division at (941) 365-2200, Ext. 4375.

PART 2: EROSION AND SILTATION CONTROL

The standards, regulations, and procedures set forth herein represent the erosion and siltation control practices of the City of Sarasota for the purpose of controlling:

1. The alteration of land and topography;
2. The removal and placement of certain vegetation; and
3. The erosion, sedimentation, and pollution within drainage systems.

The content of this regulation shall not be construed as a guarantee against all storm water damage, but will serve as a means to minimize the extent of potential storm water hazards to the public. These are minimum standards only and do not relieve the Developer or his Engineer-of-Record from their designated responsibility to meet the intent of this regulation and to protect the rights of surrounding property owners and the public interest, in accordance with good engineering practices.

Section A - Sea Walls.

1. All seawalls, bulkheads, groins, waterfront elevations and land slope shall be provided, as necessary, to protect waterfront property or waterways from erosion in accordance with Figure ER-1 as approved by the City Engineer.

Section B - Erosion and Siltation Control Permits.

1. All projects requiring any vegetation/root removal in the soil zone at or underlying the surface or removal of existing impervious surface (i.e. asphalt or buildings) such that bare soil remains, shall be required to have an Erosion and Siltation Control (ESC) Permit prior to beginning any such work. Any project five (5) acres or larger shall provide a copy of their Pollution Prevention Plan and "Notice of Intent" for construction activities, per the National Pollutant Discharge Elimination System (NPDES) permit.

Section C - Procedure for Permitting Land Disturbing Activity.

1. No person shall perform any land disturbing activity without first obtaining an Erosion and Siltation Control (ESC) Permit from the City Engineer. Such permit shall be in addition to any other permits or approvals required for the project by any other ordinances, rules, and regulations in effect.
2. Application for an ESC Permit must be made to the Building and Zoning Department in the same manner as Site Development Plans (See page 1-2), and must be accompanied by an Erosion and Siltation Control Plan. The applicant's ESC Plan shall include, in minimum, the following information for the entire tract of land to be disturbed, regardless of whether the tract will be developed in stages:
 - a. A narrative description of the overall project shall include:
 - (1) Anticipated starting and completion dates for each sequence and stage of land disturbing activities and the expected date the final stabilization will be completed;
 - (2) A description of the siltation control program and siltation control practices;
 - (3) An adequate description of general topographical and soil conditions of the tract;
 - (4) A description of the current zoning classification of adjacent property and a general description of existing and proposed structures, buildings and other fixed development located within a perimeter of two hundred feet (200 ft.) of the boundary line of applicant's property;
 - (5) A description of the maintenance program for siltation control facilities, including inspection programs, revegetation of exposed soils, method, and frequency of removal and disposal of solid waste material removed from control facilities, and disposition of temporary structural measures.
 - (6) Name, address, and telephone number of person and/or company that will have legal responsibility for accomplishing the plan, including maintenance thereafter.
 - b. Maps, drawings, and supportive computations bearing the signature and raised seal of a Professional Engineer, and containing:
 - (1) A site drawing indicating the location of the proposed project in relation to jurisdictional boundaries

of roadways, and location of water courses;

(2) A plan for temporary and permanent vegetative and structural erosion and siltation control measures.

- c. A boundary line survey of the site on which the work is to be performed bearing the signature and raised seal of a Professional Surveyor and Mapper.
3. If the project is to be developed in phases, then the City Engineer may issue a separate permit for a master plan or for each phase, at the City Engineer's sole discretion.
 4. The permit may be suspended, revoked, or modified by the City Engineer or his designee upon a finding that the holder is not in compliance with these regulations or has violated any of the provisions or conditions of the permit.
 5. In the case of a suspended or revoked permit, the permittee may be required to resubmit any applicable information deemed necessary for the application of a new permit, and may be subject to penalties as authorized by law.

Section D - Principles and Standards.

1. **Implementation:** Soil erosion and siltation control measures shall conform to the standards and specifications of this Manual. The application of measures shall apply to all features of the site, including street and utility installations, drainage facilities and other temporary and permanent development. Measures shall be installed to prevent or control erosion and siltation pollution during all stages of any land disturbing activity.

In addition to the above mentioned considerations, the best management practices contained in the Florida Department of Environmental Protection's, Nonpoint Source Management for Construction Activities should be utilized along with the following additional guidelines, paragraphs 2 through 9.

2. **Stabilization of Denuded Areas:** No disturbed area may be denuded for more than thirty (30) calendar days unless otherwise authorized by the City Engineer. Denuded areas must be covered by mulches such as straw, hay, filter fabric, seed and mulch, sod, or some other permanent vegetation. Within sixty (60) calendar days after final grade is established on any portion of a project site, that portion of the site shall be provided with established permanent soil stabilization measures according to the original construction plan, whether by impervious surface or landscaping.
3. **Protection and Stabilization of Soil Stockpiles:** Soil stockpiles shall be protected at all times by on-site drainage controls which prevent erosion of the stockpiled material. Control of dust from such stockpiles may be required depending upon their location and the expected length of time the stockpiles will be present. In no case shall no unstabilized stockpile remain in place longer than thirty (30) calendar days.
4. **Protection of Existing Storm Sewer Systems:** During construction, all storm sewer inlets receiving drainage from the project shall be protected by sediment traps such as, but not necessarily limited to, secured hay bales, sod, or stone which shall be maintained and modified as required by construction progress, and which shall be approved by the City Engineer before installation. In no case shall sediment or debris be allowed to enter a public right-of-way in such a manner as to create a traffic hazard, a public nuisance, or a threat to existing drainage ways.
5. **Sediment Trapping Measures:** Sediment basins and traps, perimeter berms, filter fences, berms, sediment barriers, vegetative buffers and other measures intended to trap silt or prevent the transport of silt onto adjacent properties, or into storm sewer systems or existing water bodies, shall be installed, constructed, or, in the case of vegetative buffers, protected from disturbance, as a first step in the land alteration process. Such systems shall be fully operative and inspected by the City Engineer before any other disturbance of the site begins. Earthen structures, including but not limited to berms, earth filters, dams, or dikes, shall be stabilized and protected from drainage damage or erosion within one (1) week or installation.
6. **Sedimentation Basins:** Areas of three (3) acres or more shall be required to have temporary sedimentation basins as a positive remedy against downstream siltation, which shall be shown and detailed on construction plans. During development, permanent retention areas may be used in place of sedimentation basins provided they are maintained to the satisfaction of the City Engineer. The contractor shall prohibit the discharge of silt through the outfall structure during construction of any retention area and shall clean out the retention area before installing any permanent subdrain pipe. In addition, permanent retention areas shall be totally cleaned out and operating properly at the time of final inspection and at the end of any applicable warranty period. When temporary sedimentation basins are used, they shall be capable at all times of containing at least one cubic foot (1 c.f.) of sediment for each one hundred square feet (100 s.f.) of area tributary to the basin. Such capacity shall be maintained throughout construction by regular removal of sediment from the basin.

7. Working In or Crossing Waterways or Waterbodies: Land alteration and construction shall be minimized in all waterways and in a 25-foot-wide strip adjacent to the water, as measured from the top of the bank of the waterway. Construction equipment and motor vehicles shall be kept out of waterways and the 25-foot buffer area whenever possible. Barriers shall be used to prevent access by construction equipment and motor vehicles. Where in-channel work cannot be avoided, precautions shall be taken to stabilize the work area during land alteration, development, and construction to minimize erosion. If the channel or buffer area is disturbed during land alteration, it shall be stabilized within three (3) calendar days after the in-channel work is completed. Silt curtains or other filter/siltation reduction devices shall be installed on the downstream side of the in-channel activity to alleviate increased turbidity. Wherever stream crossings are required, properly-sized temporary culverts shall be provided and shall be removed when construction is completed. Upon completion of construction, the area of the crossing shall be restored to a condition equal to or better than that which existed prior to the construction activity.
8. Swales, Ditches and Channels: All disturbed or constructed swales, ditches, and channels leading from the site shall be sodded within three (3) days of excavation. All interior swales and detention areas shall be sodded prior to issuance of a Certificate of Occupancy.
9. Trench Excavation: The construction of all underground facilities shall be accomplished in an expeditious manner, with backfill and restoration lagging no more than four hundred feet (400 ft.) behind excavation and installation. Where appropriate, excavated material shall be cast onto the uphill side of any trench and shall not be cast into any channel, channel bank, or gutter.
10. Maintenance: All erosion control devices shall be checked regularly, and after each rainfall, and shall be cleaned or repaired as required.

Maintenance of all soil erosion and siltation control practices, whether temporary or permanent, shall be at all times the responsibility of the Owner. Failure to do so can cause rescinding of ESC Permit, and/or payment to the City for cleaning of downstream facilities and areas.
11. Standard Details: City of Sarasota Standard Figures ER-2 thru ER-8 are examples of accepted methods that may be used and/or required to control erosion and siltation.

Section E - Procedure for Inspection of Land Disturbing Activity.

1. **Prior Notification:** Construction projects that receive approval of an Erosion and Siltation Plan, shall notify the City Engineers Office five (5) working days before construction begins, regardless of the size or scope of the approved project. The Engineering Department individual responsible for the site review will then schedule a pre-construction meeting on-site to establish procedures to be followed. **FAILURE TO NOTIFY THE CITY ENGINEER'S OFFICE PRIOR TO CONSTRUCTION SHALL CONSTITUTE A VIOLATION OF THE APPROVED PLAN, AND SUBJECT THE APPLICANT TO REVOLCATION OF EROSION AND SEDIMENTATION PERMIT.**
2. **Pre-construction Meeting:**
 - a. A pre-construction meeting will be scheduled between the Engineering Department site reviewer and the Owner/Developer and or representative, and should include:
 - (1) Engineering Department Site Reviewer;
 - (2) Owner/Developer and/or Representative;
 - (3) Site Construction Supervisor/Responsible Construction Personnel
 - (4) Any Necessary Subcontractors/Builders
 - (5) A Certified Construction Reviewer (when required).
 - b. Items to be discussed during the pre-construction meeting shall include the following:
 - (1) The line of communications to be established for the transmittal of written and verbal information.
 - (2) Mandatory inspections will be discussed as to stage of construction, and frequency of inspection needed.
 - (3) Discussion of the sequence of construction and determination that any changes to the construction

sequence shall receive prior approval.

(4) Determine that limits of disturbance are clearly marked on site, and assure everyone is aware of limitations.

(5) Discussion of the approved plan and the procedure for potential field modification when needed.

2. Review Authority Responsibilities: All site inspections shall generate a written inspection report and/or notice of violation.

a. Initial Erosion and Sediment Control Construction Review: Unless waived by the Engineering Department site reviewer, the reviewer shall be notified after the perimeter controls have been installed, but before land clearing and grading begins, including clearing and grading for sediment and stormwater management traps or ponds. The site reviewer shall verify that correct installation of perimeter controls has been completed before authorization is given to proceed with the next item of the sequence of construction.

b. Required Sediment and Stormwater Construction Review: The Engineering Department site reviewer shall be notified prior to construction of stormwater management facilities as specified in this Manual, as well as previously determined stages of construction. Failure to notify the site reviewer prior to any specified stage of construction may necessitate that the structure or earthwork be constructed again in the presence of the site reviewer.

c. Routine Construction Review: The Engineering Department site reviewer will, in addition to the above designated inspections, ensure that every active construction site be inspected for compliance with the approved plan on a regular basis. The frequency of inspections will be determined by the size and scope of the project.

d. Authorization to Remove Sediment Controls: In certain instances it may be possible to remove sediment controls when a portion of a site has been completed and stabilized, but prior to a final site inspection. This action shall take place only after authorization of the Engineering Department site reviewer.

e. Final Construction Review: When all site grading and development, including stabilization has been completed, the Engineering Department site reviewer shall be notified for a final inspection. The entire site shall be reviewed for final conformance to the approved Stormwater Management Plan before final acceptance will be granted.

2. Project Review Procedures During Construction: All policies and procedures guiding review of active construction shall be consistent with this Manual.

a. Official Identification of Review Authority Personnel: The Engineering Department site reviewer will make his/her presence known to the appropriate individuals on the site before any inspection occurs. The site reviewer will have the appropriate identification and offer it as an introduction. If no appropriate individual can be found, the site reviewer will again attempt to contact the designated persons at the conclusion of the inspection.

b. Documentation of Site Review and Deficiencies: The Engineering Department site reviewer will complete a written report to be discussed with the contractor's representative or responsible person on site when that person is available. The written report shall be specific as to conformance with the approved plan, and/or a time frame to comply with items that need correction. The inspection report will be transmitted to the contractor's representative or responsible person and owner/developer or representative when appropriate. It shall be discussed that the plan deficiencies must be corrected in an appropriate time frame, or the site shall receive a violation notice. (NOTE: It is up to the discretion of the Engineering Department site reviewer to directly issue a Notice to Comply when the seriousness of the violation warrants.

2. Compliance Review Procedures:

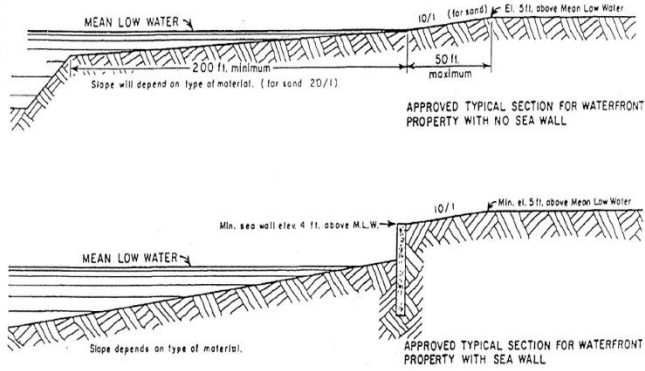
a. Previous Deficiencies Corrected: The site shall be re-inspected by the Engineering Department site reviewer, at the appropriate time, to determine if all necessary corrections have been completed. If all deficient items from the previous inspection have been corrected, it shall be noted on the site inspection form, along with any new items to be corrected.

b. Previous Deficiencies Not Corrected: If previous site conditions have not been corrected, appropriate enforcement action shall be initiated.

CITY OF SARASOTA
MARCH 2002

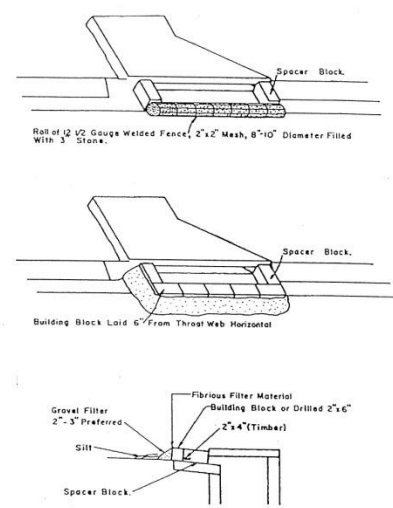
2-7

SEA WALL
N.T.S.
FIG. ER-1



CONSTRUCTION OF GROINS, BULKHEADS, SEAWALLS MUST BE IN ACCORDANCE WITH PLANS DRAWN UP BY A LICENSED PROFESSIONAL ENGINEER THOROUGHLY FAMILIAR WITH THIS TYPE OF CONSTRUCTION OR A TYPE WHICH HAS BEEN TIME TESTED AND PROVED SATISFACTORY IN THIS AREA.

THE ABSOLUTE MINIMUM ELEVATION OF TOP OF CATCH BASIN INLET SHALL BE 4 FEET ABOVE MEAN LOW WATER. MINIMUM LAND ELEVATIONS ARE CONTROLLED BY NECESSARY STORM OR SANITARY SEWERS AND STREET GRADES, ALL OF WHICH MUST BE APPROVED BY THE CITY ENGINEER.



Fibrous Filter Material in Front of Block Prevents Gravel From Washing into Structure.

2"x4" Behind Blocks And Across Throat Helps Keep Block in Place. Place in Outer Hole of Spacer Block.

TEMPORARY SEDIMENT TRAP
AT CURB INLET

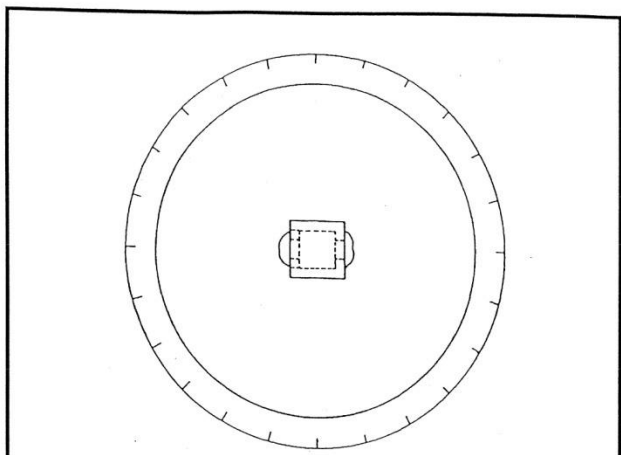
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CITY OF SARASOTA

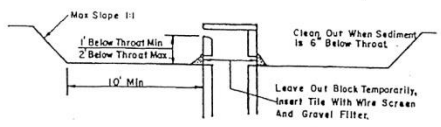
MARCH 2002

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FIG. ER-6



PLAN VIEW



CROSS SECTION

Circular Shape is Not Essential-Vary Shape To Fit Drainage Area And Terrain. Observe To Check Trap Efficiency And Modify As Necessary To Insure Satisfactorily Trapping Of Sediment.

TEMPORARY SEDIMENT TRAP
AT STORM DRAIN INLET

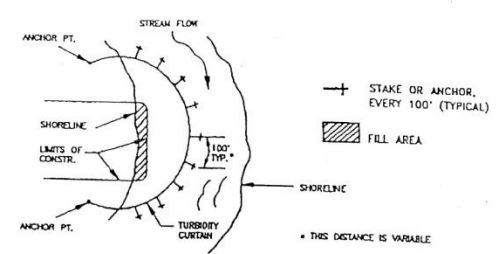
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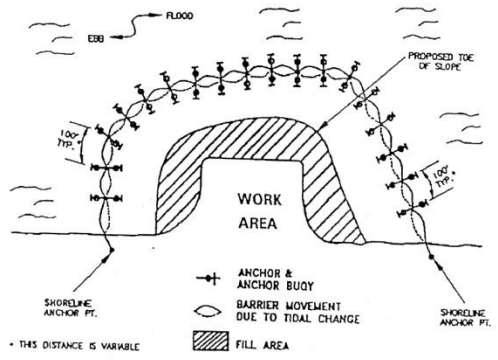
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2-13

FIG. ER-7



Typical Layouts
Streams, Ponds, and Lakes (Protected and Non-Tidal)



TURBIDITY BARRIERS

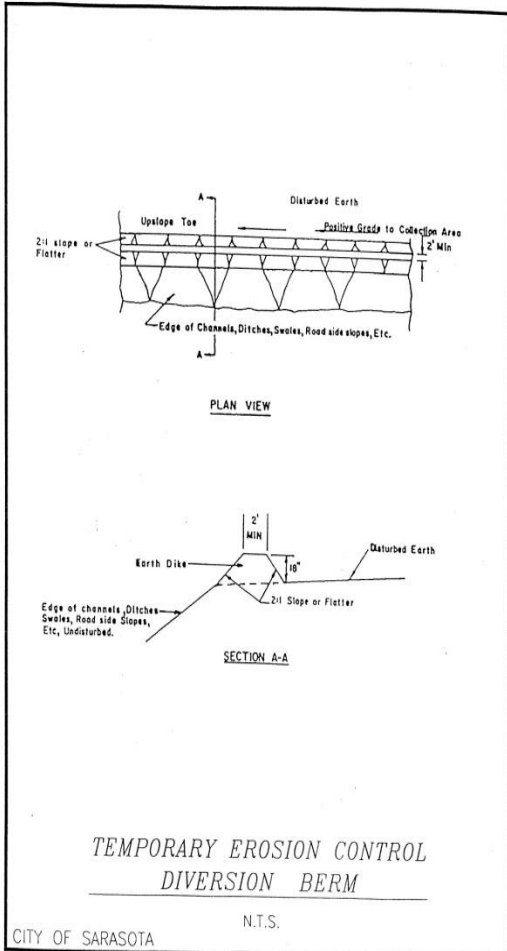
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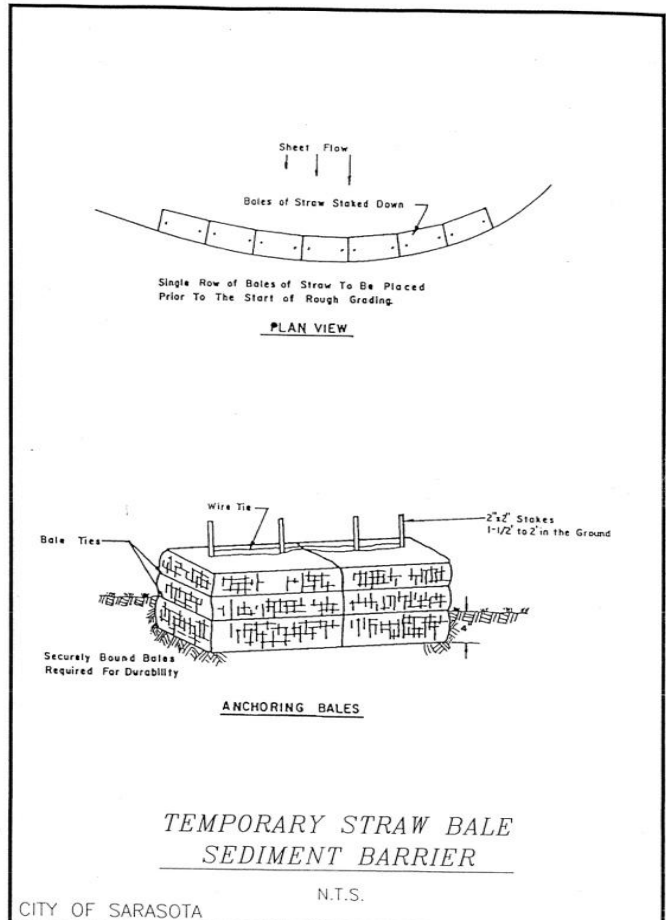
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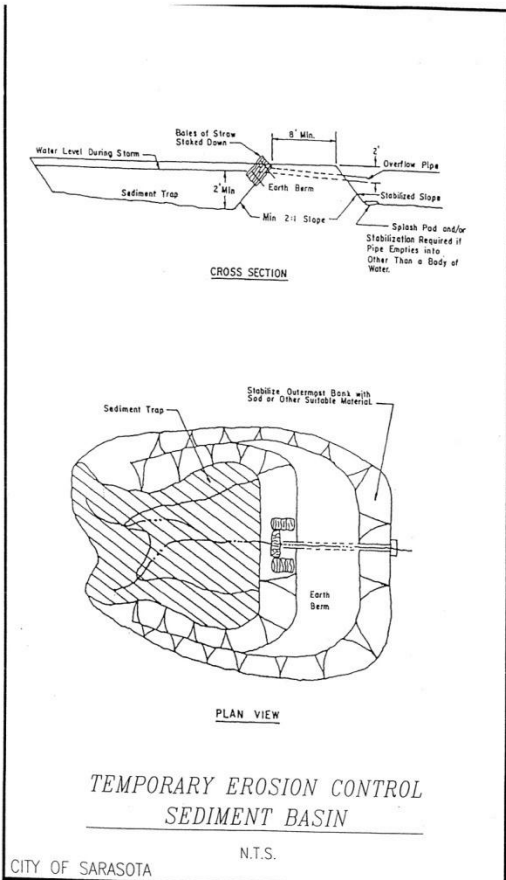
FIG. ER-8



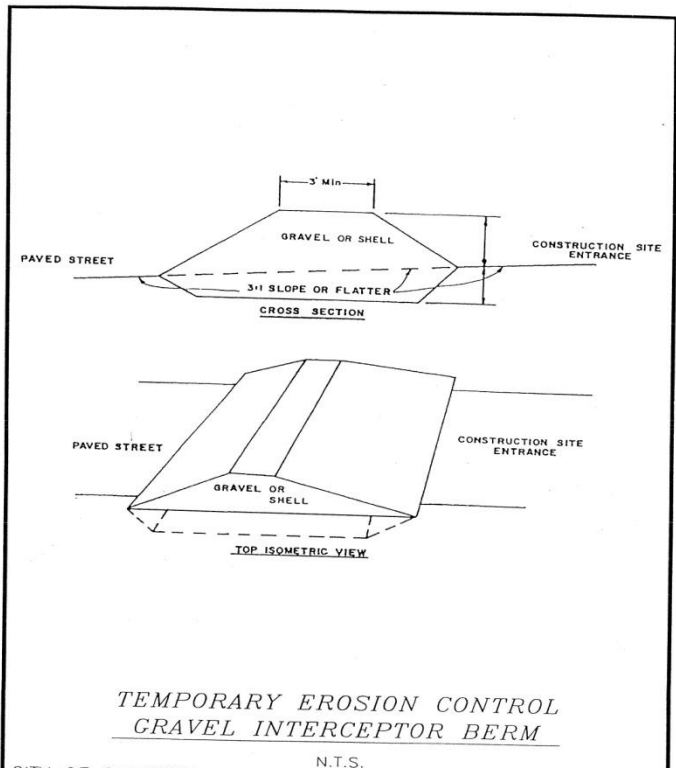
CITY OF SARASOTA
MARCH 2002 2-9 FIG. ER-3



CITY OF SARASOTA
MARCH 2002 2-11 FIG. ER-5



CITY OF SARASOTA
MARCH 2002 2-10 FIG. ER-4



CITY OF SARASOTA
MARCH 2002 2-8 FIG. ER-2

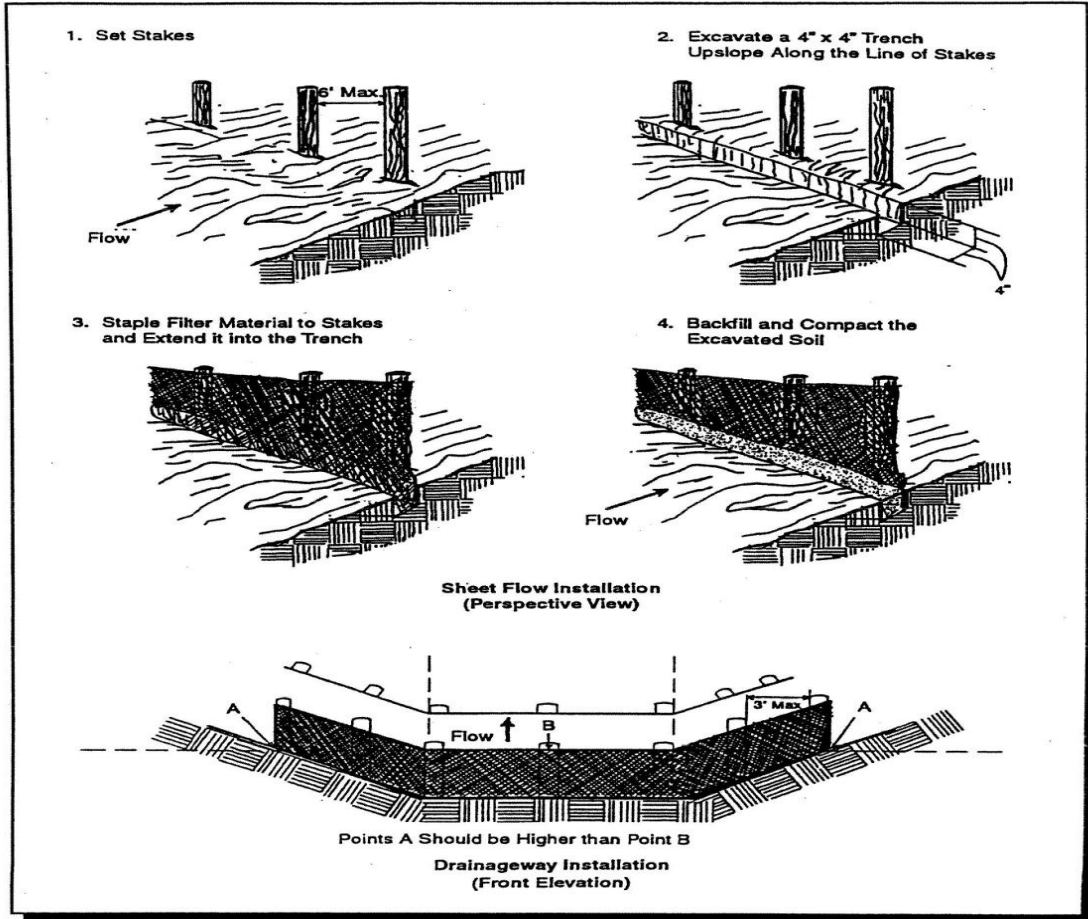


Plate 4.06b Construction of a Filter Barrier
Source: NRCS

**Sarasota County Phase II Impact Fee Updates
Impact Fees Charged on All Development
In Effect for Permits Received on or after 24-July-2007**

Notes:
Application date ("in Date") determines if these rates apply.
EMS and Fire Impact fees are charged prior to issuance of Building Permit.
General Government, Justice, and Law Enforcement are charged prior to issuance of Certificate of Occupancy

Land Use	Code	Dev. Unit	Impact Fee Rate per Development Unit					Subtotal EMS & Fire	Subtotal Govt/Just/Law	Total
			EMS	Fire	Gen'l Gov't	Justice	Law Enf.			
Residential										
Single Family & Multi-Family	most 200's ¹	1 Dwelling Unit	60	119	179	421	103	179	882	
Less than 500 sq.ft. Living Area			71	140	211	497	121	211	1,040	
500 - 749 sq.ft. Living Area			80	158	237	558	136	238	1,169	
750 - 999 sq.ft. Living Area			87	172	259	608	149	259	1,275	
1,000 - 1,249 sq.ft. Living Area			93	184	276	650	159	277	1,362	
1,250 - 1,499 sq.ft. Living Area			101	200	301	706	173	301	1,481	
1,500 - 1,999 sq.ft. Living Area			114	225	339	796	195	339	1,669	
2,000 - 2,999 sq.ft. Living Area			128	252	379	892	218	380	1,869	
3,000 - 3,999 sq.ft. Living Area			139	274	413	972	238	413	2,036	
4,000 sq.ft. Living Area or more			76	149	225	529	129	225	1,108	
Mobile Home	240	1 Dwelling Unit	60	118	177	416	102	178	873	
Adult Living Facility (ALF)	252	1,000 sq.ft.								
Lodging										
Hotel/Motel	310/320	1 Room	61	121	182	427	104	182	895	
Recreational										
Recreational Buildings	most 400's ²	1,000 sq.ft.	60	118	177	416	102	178	873	
RV Park	416	1 Space	76	149	225	529	129	225	1,108	
Institutional										
School, House of Worship, etc.	5xx	1,000 sq.ft.	60	118	177	416	102	178	873	
Medical/Office										
Medical and Office Buildings	6xx/7xx	1,000 sq.ft.	60	118	177	416	102	178	873	
Retail/Service										
Retail, Bank, Service, Restaurant	8xx/9xx	1,000 sq.ft.	149	293	441	1,037	254	442	2,174	
Industrial										
Gen'l Industrial / Manufacturing	110/120/140	1,000 sq.ft.	36	70	106	250	61	106	523	
Warehouse	150/151	1,000 sq.ft.	22	44	66	155	38	66	325	

¹ Includes all 200 series except 240 (Mobile Home) and 252/253/254/255 (assisted living)
² Includes all 400 series land uses except 416 (RV Parks).
 *Note: The General Gov't fees is assessed at a lower rate in the municipalities. Call Planning Services at 941-861-5140 for these rates.

**Impact Fees Charged on Residential Development at Certificate of Occupancy
In Effect for Permits Received on or after 18-June-2007**

Single Family	2007	Living Area Square Footage							≥4000
		<500	500-749	750-999	1000-1249	1250-1499	1500-1999	2000-2999	
Road	\$ 2,552.00	\$ 3,419.00	\$ 3,989.00	\$ 4,417.00	\$ 4,759.00	\$ 5,171.00	\$ 5,774.00	\$ 6,352.00	\$ 6,772.00
Park	\$ 1,240.00	\$ 1,485.00	\$ 1,644.00	\$ 1,794.00	\$ 1,916.00	\$ 2,085.00	\$ 2,348.00	\$ 2,630.00	\$ 2,865.00
Library	\$ 201.00	\$ 237.00	\$ 266.00	\$ 291.00	\$ 310.00	\$ 338.00	\$ 380.00	\$ 426.00	\$ 464.00
Educational	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00	\$ 2,032.00
Sub Total	\$ 6,025.00	\$ 7,153.00	\$ 7,931.00	\$ 8,534.00	\$ 9,017.00	\$ 9,626.00	\$ 10,534.00	\$ 11,440.00	\$ 12,133.00
Road s/c	\$ 57.42	\$ 76.93	\$ 89.75	\$ 99.38	\$ 107.08	\$ 116.35	\$ 129.92	\$ 142.92	\$ 152.37
Park s/c	\$ 27.90	\$ 32.96	\$ 36.99	\$ 40.37	\$ 43.11	\$ 46.91	\$ 52.83	\$ 59.18	\$ 64.46
Library s/c	\$ 4.52	\$ 5.33	\$ 5.99	\$ 6.55	\$ 6.98	\$ 7.61	\$ 8.55	\$ 9.59	\$ 10.44
Educ s/c	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32	\$ 20.32
Total	\$ 6,135.16	\$ 7,288.54	\$ 8,084.05	\$ 8,700.62	\$ 9,194.48	\$ 9,817.19	\$ 10,745.62	\$ 11,672.00	\$ 12,380.59

Multi-Family	2007	Living Area Square Footage							≥4000
		<500	500-749	750-999	1000-1249	1250-1499	1500-1999	2000-2999	
Road	\$ 2,552.00	\$ 3,419.00	\$ 3,989.00	\$ 4,417.00	\$ 4,759.00	\$ 5,171.00	\$ 5,774.00	\$ 6,352.00	\$ 6,772.00
Park	\$ 1,240.00	\$ 1,485.00	\$ 1,644.00	\$ 1,794.00	\$ 1,916.00	\$ 2,085.00	\$ 2,348.00	\$ 2,630.00	\$ 2,865.00
Library	\$ 201.00	\$ 237.00	\$ 266.00	\$ 291.00	\$ 310.00	\$ 338.00	\$ 380.00	\$ 426.00	\$ 464.00
Educational	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00	\$ 474.00
Sub Total	\$ 4,467.00	\$ 5,595.00	\$ 6,373.00	\$ 6,976.00	\$ 7,459.00	\$ 8,068.00	\$ 8,976.00	\$ 9,882.00	\$ 10,575.00
Road s/c	\$ 57.42	\$ 76.93	\$ 89.75	\$ 99.38	\$ 107.08	\$ 116.35	\$ 129.92	\$ 142.92	\$ 152.37
Park s/c	\$ 27.90	\$ 32.96	\$ 36.99	\$ 40.37	\$ 43.11	\$ 46.91	\$ 52.83	\$ 59.18	\$ 64.46
Library s/c	\$ 4.52	\$ 5.33	\$ 5.99	\$ 6.55	\$ 6.98	\$ 7.61	\$ 8.55	\$ 9.59	\$ 10.44
Educ s/c	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74	\$ 4.74
Total	\$ 4,581.58	\$ 5,714.96	\$ 6,510.47	\$ 7,127.04	\$ 7,620.90	\$ 8,243.61	\$ 9,172.04	\$ 10,098.42	\$ 10,807.01

Mobile Home	2007	ALL
Road	\$ 2,854.00	
Park	\$ 1,559.00	
Library	\$ 253.00	
Educational	\$ 138.00	
Sub Total	\$ 4,804.00	
Road s/c	\$ 64.22	
Park s/c	\$ 35.08	
Library s/c	\$ 5.69	
Educ s/c	\$ 1.38	
Total	\$ 4,910.37	



WATER / SEWER IMPACT AND CONNECTION FEES

Effective 10/01/2008

The permit to connect to the City's water distribution and sanitary sewer systems shall be valid for period of 12 months from the date of receipt of funds for the permit. These charges represent the cost of providing a metered connection and sewer tap to the system and shall be in addition to established monthly charges for service.

Meter Size	Water Impact Fee	Connection Fee	Sewer Impact Fee	Connection Fee	Connection Fee Total
5/8"	\$900.00	\$325.00	\$2,577.00	\$700.00	\$4,502.00
1"	\$2,250.00	\$420.00	\$6,442.50	\$700.00	\$9,812.50
1.5"	\$4,500.00	\$850.00	\$12,885.00	\$700.00	\$18,935.00
2"	\$7,200.00	\$1,360.00	\$20,616.00	\$700.00	\$29,876.00
3"	\$14,400.00	\$1,890.00	\$41,232.00	\$700.00	\$58,222.00
4"	\$22,500.00	\$2,500.00	\$64,425.00	\$700.00	\$89,600.00
6"	\$45,000.00	COST	\$128,850.00	COST	\$173,850.00
8"	\$72,000.00	COST	\$206,160.00	COST	\$278,160.00

In addition, there will be no impact fee assessed to install an irrigation meter, only a connection fee based on the requested meter size determined by the owner or approved representative. However, a backflow device is required.

REUSE CONNECTION FEES

Meter Size	Connection Fee	Connection Fee Total
2" or less	\$325.00	\$325.00
2" & Larger	COST	COST

There will be no installation fee assessed to existing irrigation customers transferring service to reuse main.

All payment must be paid in advance.

A fire hydrant construction meter requires a \$750.00 deposit payable at the Utility Billing Office plus the established monthly charges for service:

- 3" meter – primarily used by vehicles filling tanks
- 1" meter – smaller construction sites.



City of Sarasota Public Works Department

Water Meter Size Determination Form

Based on 2007 Florida Building Code, Appendix E
Table E103.3 (2), Load Values Assigned to Fixtures

Project: _____ Date: _____

Type of occupancy: _____ Prepared By: _____

Residential:	Value	# of Fixtures	Fixture Unit Count
Bathroom (Toilet, Sink, Bath/Shower) Private Flush Tank	3.6		
Bathroom (Toilet, Sink, Bath/Shower) Private Flush Valve	8.0		
Bathtub - Private Faucet	1.4		
Bidet - Private Faucet	2.0		
Combination Fixture - Private Faucet	3.0		
Lavatory - Private Faucet	0.7		
Shower Head - Private Mixing Valve	1.4		
Water Closet - Private Flush Valve	6.0		
Water Closet - Private Flush Tank	2.2		
Water Closet - Private Flushometer Tank	2.0		
Dishwasher - Private Automatic	1.4		
Kitchen Sink - Private Faucet	1.4		
Laundry Tray (1 to 3) - Private Faucet	1.4		
Washing Machine (8lbs) Priv. Automatic	1.4		
Commercial:	Value	# of Fixtures	Fixture Unit Count
Bathtub - Public Faucet Type	4.0		
Lavatory - Public Faucet	2.0		
Shower Head - Public Mixing Valve	4.0		
Urinal - Public 1" Flush Valve	10.0		
Urinal - Public 3/4" Flush Valve	5.0		
Urinal - Public Flush Tank	3.0		
Water Closet - Public 1" Flush Tank	10.0		
Water Closet - Public 3/4" Flush Tank	5.0		
Water Closet - Public Flushometer Tank	2.0		
Kitchen Sink - Public Hotel/Restaurant	4.0		
Service Sink - Public Faucet	3.0		
Washing Machine (8lbs) Pub. Automatic	3.0		
Washing Machine (15lbs) Pub. Automatic	4.0		
Drinking Fountain - Public 3/8" Valve	0.3		
Total Fixture Unit Count			
Estimated Peak Demand From Table E103.3 (3) in GPM			
Other Water Demands In GPM (See Notes Below)			
Total GPM Demand			

Water Meter Table

Meter Size	5/8"	1"	1.5"	2"	3"	4"	6"	8"
Maximum Flow (GPM)	20	50	100	160	320	500	1000	1500
Maximum Fixture Units	21	128	375	695	1955	3657	8400	12600
Meter Size Required _____								

GREEN BUILDING NOTES:

1. In order to further the initiatives of green building practices, a reduction of gallons per minute for applicable fixtures may be taken, if proper documentation is presented with the building permit application.
2. Documentation of reduced flows must be in the form of manufacturers specification sheets.
3. If the flow reducing fixtures are not installed, the reductions will not be applicable and the meter size will be re-evaluated.

Pool on site _____ Spa on site _____ Irrigation on site _____ Well on site _____
 Reuse on site _____ Commercial site _____ Fire line on site _____ Body of Water _____
 Sewage Lift Station on site _____ Other _____

Owner/Contractor Signature _____