



Marine Permit  
Building Permit  
Florida Building Code 5th Edition (2014)

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**Job Information** Application Date: \_\_\_\_\_ Est. cost: \_\_\_\_\_ Permit #: \_\_\_\_\_

Tax/Folio #: \_\_\_\_\_ Job Address: \_\_\_\_\_

Legal Sub/Unit/Blk/Lot: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Mailing Address (if different): \_\_\_\_\_

Description of Work: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Contractor Information**

Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Qualifier's name: \_\_\_\_\_ Job rep: \_\_\_\_\_

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

Phone/Fax/E-mail: \_\_\_\_\_

**Sub-Contractor Information**

Electrical: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Plumbing: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

**Work being performed**

New Dock (Sq. Ft. \_\_\_\_\_)  Redeck Dock (Sq. Ft. \_\_\_\_\_)  Boatlift (Quantity \_\_\_)  Davit

Mooring Pilings Setbacks: LSide: \_\_\_\_\_ RSide: \_\_\_\_\_ Protrusion into waterway: \_\_\_\_\_ feet

**Permits from other agencies**

Department of Environmental Protection \_\_\_\_\_

Army Corps of Engineers \_\_\_\_\_

Notes \_\_\_\_\_

**Location of materials and loading of equipment:**

Will the above items occur on this property or another property? \_\_\_\_\_

If stored on another property provide address \_\_\_\_\_

Attach a notarized letter from the owner of the property and *mark it on the plat map page of the plans.*

\_\_\_\_\_ Dredge - Dredge Spoil Location \_\_\_\_\_

(Off site spoil locations must be pre-approved by the Zoning Department.)

### **The following must be included with the application**

- \_\_\_\_\_ Two copies of a scale survey/site plan indicating location of the structure, distance between each side property line and the structure, protrusion of structure into the waterway
  - \_\_\_\_\_ Two copies of the survey or plat map with the subject lot highlighted or circled showing the width of the waterway at the subject site.
  - \_\_\_\_\_ Two copies of any permit issued by other agencies for this work.
- \*Three Copies required for Commercial Marine Permits.

### **Regulations and Information**

1. City of Marco Island Building Services is regulated by the Florida Building Code 5th Edition (2014). For more information about the code or to purchase the code visit <http://www.floridabuilding.org>
2. Plans size should be 24" x 36" or smaller, on standard paper. Plans must be to scale.
3. All boat docking facilities are subject to, and shall comply with, all federal and state requirements and permits, including but not limited to the requirements and permits of the state Department of Environmental Protection, the U.S. Army Corps of Engineers, and the U.S. Environmental Protection Agency. If state or federal permission is required for the construction, installation, modification or replacement of any boat docking facility, such permission shall be presented in writing to the community development director or his designees prior to the issuance of any building permit for a boat docking facility.
4. If electrical work is needed for dock installation (e.g. for a boatlift, lights, or electrical outlets) then a licensed electrical contractor, sub-contracted to the dock/marine contractor must perform the electrical work.
5. If plumbing work is required on a dock or marine project then a licensed plumbing contractor must be sub-contracted to the dock/marine contractor.
6. Check with the respective property owners association for deed restrictions.
7. Staging activity may not occur on any residential vacant lot. Staging activity shall only occur at the owners' property where the work is being performed or at a commercial boat yard.
8. Commercial/ Multifamily docks and piers require a standpipe as per NFPA 303.
9. One application must be filled out with the original signature of the qualifier pulling the permit.
10. Sub contractor forms must be submitted for electric and plumbing work.
11. A framing inspection is required, to verify that the fasteners are adequate and that sound engineering practices are being followed. There shall be no splicing of unsupported framing without signed, sealed and dated engineering, detailing the repair (nailing pattern and size of mend plate).
12. A final survey must be submitted and approved prior to issuance of Certificate of Completion.
13. The fee for dock work is \$0.15 per square foot of the gross square footage of the structure, \$100.00 minimum fee.
14. The fee for each boatlift permit shall be \$50.00.
15. Electric and plumbing work is charged at the normal rate of \$0.10 per square foot, with a minimum fee of \$75.00.
16. A plan review fee of 25% of the permit fee will be charged at the time of application. This fee is not refundable nor is it credited to any other fee.
17. The Electronic Data Conversion Surcharge, added to all permits, will equal 5% of the total permit cost, with a minimum charge of \$5.00 and a maximum charge of \$300.00. The fee will be capped at \$100.00 if an electronic copy of the permit documents is also submitted.

RECORDED NOTICE OF COMMENCEMENT MUST BE POSTED IF THE PROJECT VALUATION EXCEEDS \$2,500.00

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**Contractor's Affidavit**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced.

**No work whatsoever will commence until the building permit has been issued.**

- The permit fee will be quadrupled if work is started without an approved permit.
- The permittee further understands that only licensed contractors may be employed and that the structure shall not be used or occupied until a Certificate of Occupancy is issued.
- The Licensed Contractor possesses all required insurance coverage (i.e., liability, compensation, US L&H) for work authorized by this permit
- See Section 104.5.1.4 of the Marco Island Administrative Construction Code for information regarding the permit expiration date.

\_\_\_\_\_  
Print Name of Qualifier

\_\_\_\_\_  
Signature of Qualifier

State of Florida

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary