



Awning/Shade Shutter 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 must be supplied if other work will be performed

Sub-Contractor: _____ State Cert/CC Comp Card #: _____

Address: _____

Work being performed

Type of awning: _____ Number of awnings: _____

Actual Setbacks (feet): Front: _____ Rear: _____ LSide: _____ Rside: _____

Is this material fire retardant? Yes No Total square footage: _____

The Following must be included with the application:

- _____ Two (single family or multi-family) or Three (commercial) sets of plans showing the design, size and location of the awning/shade shutter to be installed.
- _____ Two (single family or multi-family) or Three (commercial) copies of engineered or mastered drawings.
- _____ Waiver of Hurricane Protection Affidavit for Shade Shutter application.

Regulations and Information

1. Plan size should be 24X 36 or smaller, on standard sized paper. Plans must be to scale.
2. All awnings or shade shutters must meet the requirements of the Florida Building Code 5th Edition (2014).
3. If engineering for the structure and materials being used is not on file, the contractor is responsible for supplying the drawings with an original signature and the raised seal of a registered Florida architect or structural engineer to City of Marco Island Building Division.

4. If permit is for a shade shutter, a Waiver of Hurricane Protection Affidavit must be submitted with the permit application.
5. Any awning or canopy, which extends 4 feet or more from an attached sprinkled building, must be equipped with an automatic fire sprinkler system.
6. Awnings that meet all testing requirements of NFPA 102 & NFPA 701 will now be accepted without fire sprinklers installed under the awnings.
7. See Collier County Land Development Code for Special Overlay Districts.
8. One application must be filled out with the original signature of the qualifier pulling the permit.
9. The fee for an awning is \$0.40 per square foot. The minimum fee shall be \$50.00 per required inspection.
10. The fee for a shade only shutter is the same as for shutters. \$50.00 for the first opening; \$10.00 for each additional opening; \$150.00 maximum per house or units, or \$150.00 maximum per floor for common area work in condominium or commercial buildings.
11. Related Electric or Fire fees will be charged at the regular rate or permitted separately.
12. A plan check fee of 25% of the building permit fee will be charged at the time of application. This fee is not refundable nor is it credited to any other fee.
13. 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 is capped at \$100.00 if the documents are also submitted in electronic format.

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/Completion is issued.
- See Section 105.4.1.1 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