



TOWN OF MELBOURNE VILLAGE

555 Hammock Road • Melbourne Village • Brevard County • Florida 32904-2513

Telephone: (321) 723-8300 • Fax (321) 984-7219

Email: permitting@melbournevillage.org

APPLICATION FOR BUILDING PERMIT

Florida Building Code Edition in effect: 2023 – 8th Edition

Florida Electrical Code Edition in effect: 2023 Edition

Florida Fire Prevention Code Edition in effect: 2023 – 8th Edition

For Office Use Only

Date Rec'd: _____

TRB Req'd: _____

PERMIT #: _____

Date Issued: _____

Date Compl: _____

TRB As-Built: _____

JOB INFORMATION:

Site Address: _____

Value of Construction: \$ _____

Scope of Work: _____

WILL THIS PROJECT REQUIRE THE REMOVAL OF ANY TREES? Yes | No

(If YES - a separate Tree Removal Permit Application must be submitted – NO TREES may be removed without a permit)

WILL THIS PROJECT INCREASE THE FOOTPRINT OF THE RESIDENCE

OR BE ADDING A NEW STRUCTURE? Yes | No **Proposed Add'l Sq Footage:** _____

PROPERTY INFORMATION | LEGAL DESCRIPTION | ZONING DESIGNATION:

Lot #: _____ Tax Account #: _____ Parcel ID#: _____

Zoning: R-1 | R-1A | R-2 | COMM Use: SFR | COMM | Other Lot size: _____
(Circle One) (Circle One)

OWNER INFORMATION: *Check if this is an Owner/Builder Permit (no Contractor being used)*

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

CONTRACTOR'S INFORMATION (APPLICANT):

Company Name: _____

Qualifier Name: _____

Address: _____

City: _____ State: _____ Zip: _____

License # or COC #: _____ Phone: _____

Contact E-Mail: _____

SUBCONTRACTOR INFORMATION:

Plumbing Contractor:	License #:	Phone:
Electrical Contractor:	License #:	Phone:
HVAC Contractor:	License #:	Phone:
Roofing Contractor:	License #:	Phone:
Gas Contractor:	License #:	Phone:
Specialty Contractor:	License #:	Phone:

➡ CONTINUED ON REVERSE ➡

NOTICE OF COMMENCEMENT INFORMATION: If the cost of the proposed work has a value of \$5,000 or more (\$15,000 for HVAC) a Notice of Commencement must be recorded with the Brevard County Clerk of Courts.

A copy of the recorded Notice of Commencement must be submitted to Town of Melbourne Village Building Department prior to receiving an inspection.

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.

* **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 government entities such as water management districts, state agencies, or federal agencies.

It is the owner's or operator's responsibility to comply with the provisions of Section 469.003, Florida Statutes, and to notify the Department of Environmental Protection of his or her intentions to remove asbestos, when applicable, in accordance with state and federal law.

All work is to be performed in accordance with the above statements, Florida Building Code, Town of Melbourne Village Code of Ordinances and Zoning Regulations.

FINAL INSPECTION IS REQUIRED – FAILURE to obtain a final inspection may result in a penalty.

APPLICANT'S AFFIDAVIT

Application is hereby made to obtain a permit to do the work and installation(s) as indicated. I certify that no work or installation(s) commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be obtained for pools, signs, fences, electrical work, plumbing, heating, ventilation and air conditioning (unless listed above), septic systems, and tree removal.

LEAD RRP NOTICE: I certify that I am aware of the lead requirements under the Federal Lead Renovation, Repair and Painting Rule.

OWNER AFFIDAVIT: I certify that all the foregoing information is accurate and all work will be done in compliance with all applicable laws regulating construction and zoning.

OWNER/AGENT SIGNATURE:

CONTRACTOR SIGNATURE:

STATE OF FLORIDA
COUNTY OF BREVARD

STATE OF FLORIDA
COUNTY OF BREVARD

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____, who ____ is personally known to me, or ____ has produced _____ as identification and who did not take an oath.

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____, who ____ is personally known to me, or ____ has produced _____ as identification and who did not take an oath.

Notary Public

Notary Public

Notary Stamp

Notary Stamp

