Planning & Development

JACKSONVILLE BEACH

Building Division
904.247.6235

ROOF PERMIT APPLICATION

11 North Third Street, Jacksonville Beach, FL 32250
permits@jaxbchfl.net | www.jacksonvillebeach.org/building
FBC 8TH EDITION (2023)

APPL#_____

LOCATION

Job Address _____
Parcel ID No. _____
Tenant Name _____
Lot/Block _____
Subdivision _____

OWNER OF RECORD

Name _____
Address _____
City _____ State _____
Zip _____ Phone _____
E-Mail _____

SCOPE OF WORK

Total Value of Work *(including materials, and labor)* $ _____

Alternative Plan Review and/or Inspection Services (separate form required) Not Applicable

EXISTING USE OF BUILDING	EXISTING ROOF DATA	TYPE OF WORK
	Covering: Slope: _____ Framing: Roof Mounted Equipment to be reinstalled: Skylights to be replaced:	

NEW ROOF DATA	FL PRODUCT APPROVAL NO.
Roof 1 Covering:	
Roof 1 Underlayment:	
Roof 1 Slope: _____ Number of Squares: _____	
Roof 2 Covering:	
Roof 2 Underlayment:	
Roof 2 Slope: _____ Number of Squares: _____	

ADDITIONAL DESCRIPTION

CONTRACTOR OF RECORD

Licensed Contractor
Company Name _____ DBA Name _____
Qualifier Primary Name _____ License Number _____
License Location _____
Mailing Address _____
Phone _____ E-Mail _____
Inspection Contact E-Mail _____

OWNER'S AFFIDAVIT and ELECTRONIC SUBMISSION STATEMENT: Application is hereby made to obtain a permit to do the work as indicated above and I certify that no work has commenced and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction, whether specified herein or not. I understand that additional permits are required to reinstall certain roof mounted systems and for **Building, Electrical, Plumbing, Pools, Mechanical, Driveway, Green Energy, etc.** and additional approvals may be required from other entities. Issuance of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local laws.Unless owner builder exemption is elected, I certify the contracting firm listed is authorized to obtain a building permit for the work described herein.

ROOF IN-PROGRESS AFFIDAVIT: I certify all materials installed will match the product(s) listed above and the roof deck sheathing, nailing, dry-in, underlayment and/or flashings at the above referenced address will be installed in accordance with all applicable codes and standards set forth in the Florida Building Code and/or Florida Statutes 553.844, Windstorm Loss Mitigation for Roofing. A legible copy of each manufacturer's installation instructions will be posted on-site for the inspector.

ROOF OVER INSPECTION AFFIDAVIT: I certify that if a roof over is elected, an inspection was performed to verify the existing roof covering conforms to the provisions of FBC 1511.3 to recover it without first removing all existing layers down to the roof deck.

In lieu of signed, sworn and notarized signatures of the property owner, agent and/or contractor and under penalty of perjury, I declare that I have read and examined this application and all of the foregoing information is true and correct. Payment of required permit fees will make this application valid and binding to the same force and effect as handwritten signatures and that I may be required to provide traditional signatures at a later date.

WARNING TO OWNER: *FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. SAID RECORDED NOTICE MUST BE POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. CONSULT WITH YOUR LENDER OR AN ATTORNEY IF YOU INTEND TO OBTAIN FINANCING.*

Contractor's Signature _____ Print Name _____ Date _____