

When do I need a Permit?



presented by
CITY OF ORLANDO
Permitting Services Division

June 18, 2008



CITY OF ORLANDO

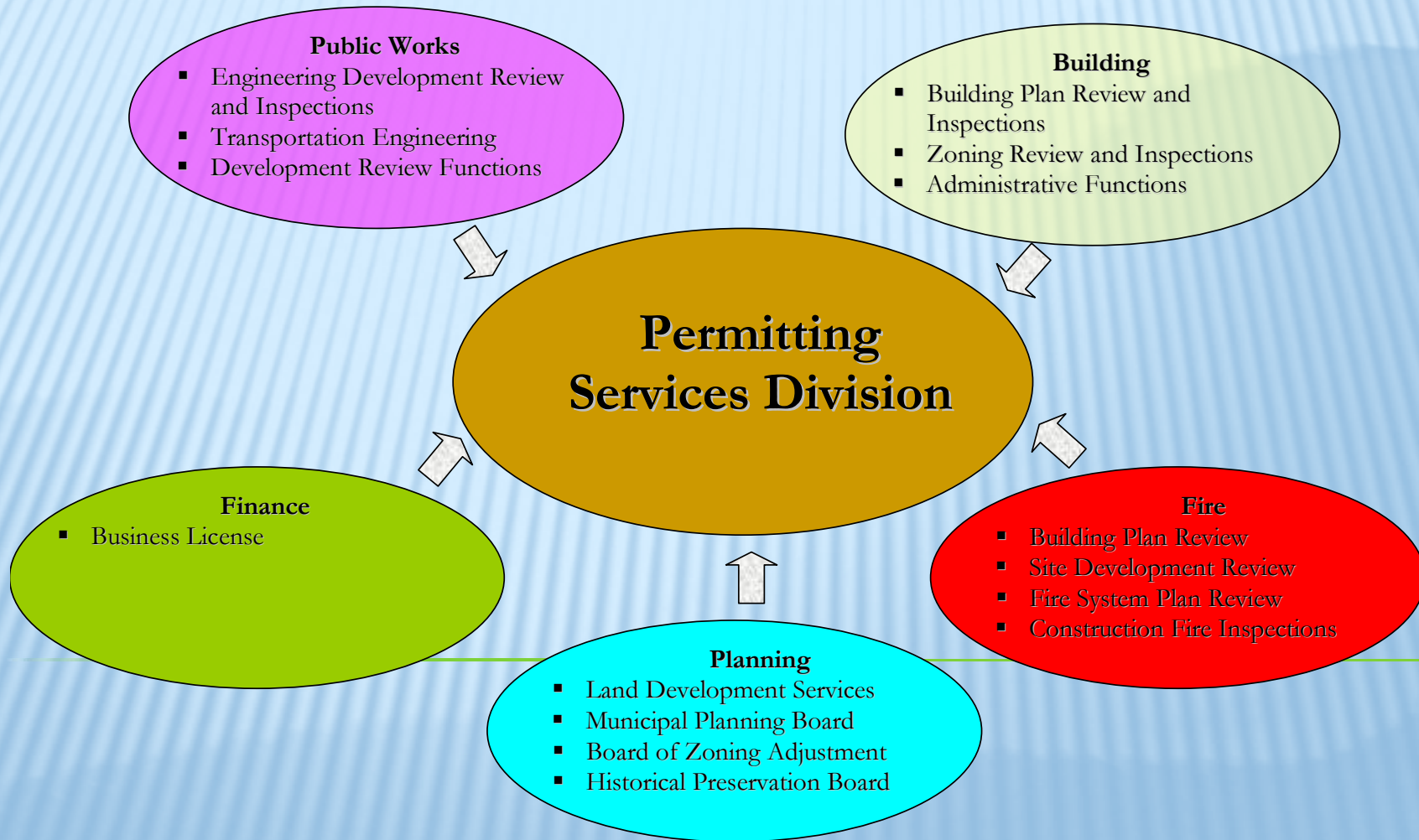


PERMITTING SERVICES

✦ **MISSION:**

Enhance the quality of life in the City by delivering public services in knowledgeable, responsive and financially responsible manner.

Permitting Services Division



What are the Benefits of our Consolidated Teams?

- ✘ Built a customer service-driven organization
 - ✘ Unified vision and goals
 - ✘ Allows for staff coordination
 - ✘ Efficiency in the development review process
 - ✘ Reinforced economic development philosophy
 - ✘ Enhanced economic competitiveness
 - ✘ Improved external and internal communication
 - ✘ Simplified and unified process
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Permitting Services Division

✦ Key Managers to Know and Contact:

Tim Johnson- Division Manager- 407.246.2075

Desnee Young- Asst. Division Manager- 407.246.3306

Tom Hite- Building Official- 407.246.2525

Doug Gaines, Economic Development Coordinator- 407.246.3648

Rhonda Lattimore- Customer Service Manager- 407.246.2803

Keith Grayson- Chief Engineering/Zoning Plan Review- 407.246.3234

Don Fields- Chief Building Plan Review- 407.246.2654

Jack Richardson- Fire Protection Engineer- 407.246.3150

Donald Pittman- Inspections Services Manager- 407.246.2805

Permitting Services is comprised of 104 staff, dedicated to Customer Service!

What is a Permit?

- ✦ A permit gives authorization to the property owner or his/her representative to build or make physical changes to a home, office or property.



When do I need a Permit?

- ✘ **Any physical improvement** that you plan to make on the inside or outside of a building, site or property- except for **painting, laying sod or installing landscaping**



Why do I need a Permit?

- × **It's the Law. The Florida Building Code 2004, 105.1, states.....**

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.



Why do I need a Permit?

- ✘ **Permits are intended to Protect you!**
- ✘ You are making an investment that will protect you and your family from unlicensed workers. A permit can also be used as a guide to establish the completion of a project.



Why do I need a Permit?

- ✘ Permits are intended to Protect you!
- ✘ If for some reason you have a dispute with your contractor, and there is no permit for the work, you will have no recourse in the legal system to collect or recover from your loss.



Why do I need a Permit?

- ✘ Permits help to prevent Minor problems from becoming Major problems
- ✘ Minor problems could lead to costly repairs, liability and life safety issues and can be detected during the inspection process. If caught at this stage, it could prevent a major problem before the end.



Why do I need a Permit?

- ✘ **You will need it before you sell your property**
- ✘ When selling a property, the buyer, realtor and/or lender may require that unpermitted work be corrected, properly permitted and inspected before closing.



Why do I need a Permit?

- ✘ **Permits allow for Inspections**
- ✘ Inspections ensure that the work is done safely and that it meets the minimum code requirements



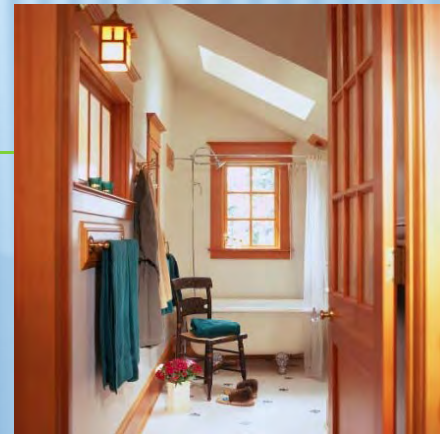
How do I go about getting a permit?

- ✘ Make application at Permitting Services- First Floor of City Hall/400 S. Orange Avenue
- ✘ Typically drawings that depict the work to be undertaken are required (4 sets)
- ✘ Drawings are reviewed and approved, after which a permit is issued



How do I go about getting a permit?

- ✘ Minor work that does not involve structural members or the alteration of the floor layout can be permitted under a 'Scope of Work' application without submitting drawings.
- ✘ Scope of Work could include roofing material installation, gutters, fixture replacement, etc.



Where do I go to get a permit?

- ✘ Permits are issued in the Office of Permitting Services, located on the First Floor of City Hall.
- ✘ Office hours are 8:00am until 5:00pm Mon-Fri
- ✘ We will soon have a second location in Southeast Orlando – 7401 Dowden Road



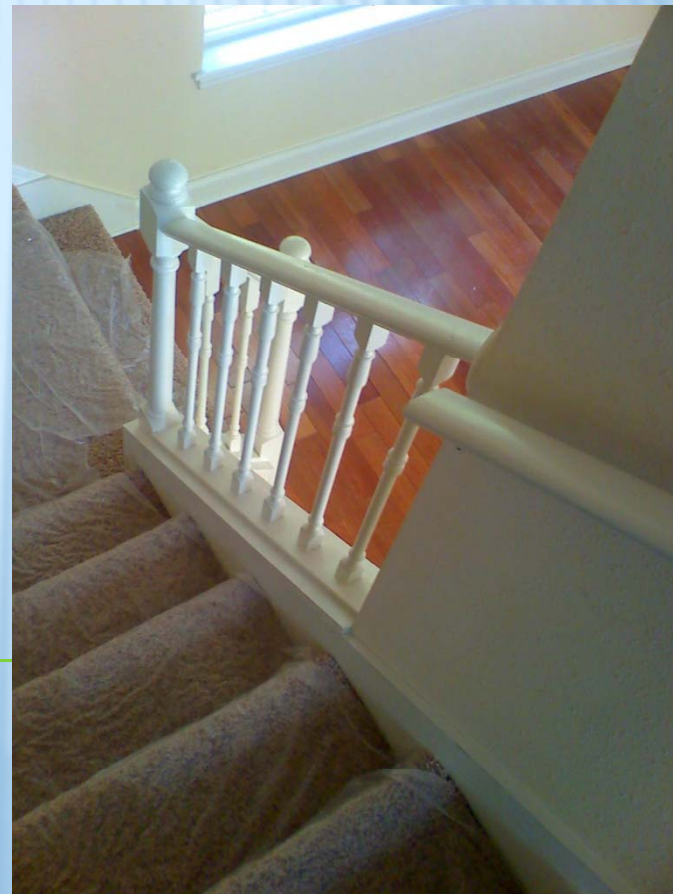
When do I need a Permit?

- ✘ Items that require a permit include:
- ✘ Doors and Windows- also require a Notice of Acceptance
- ✘ Garden Sheds
- ✘ Decks
- ✘ Skylight
- ✘ Pavers
- ✘ Screen Enclosures
- ✘ Irrigation Systems
- ✘ Signs



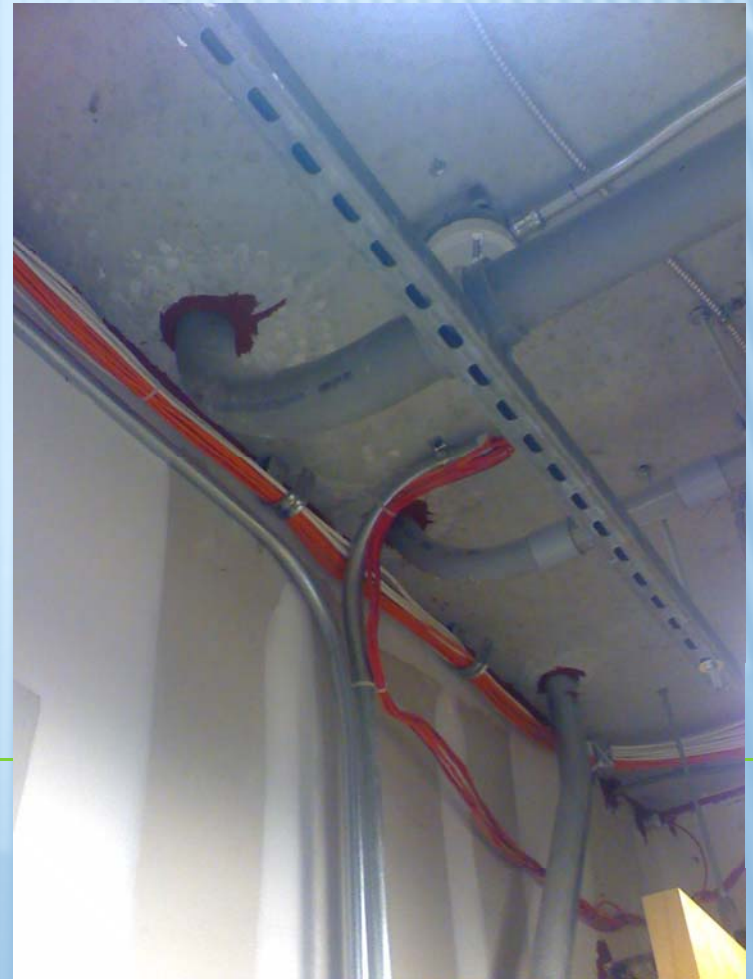
When do I need a Permit?

- ✘ Items that require a permit include:
- ✘ Driveways and Sidewalks
- ✘ Fences
- ✘ Solar Panels
- ✘ Water Heaters
- ✘ Air-Conditioning Units
- ✘ Tile Roof
- ✘ Gutters and Downspouts
- ✘ Water Fountains



When do I need a Permit?

- ✘ Items of great debate:
 - ✘ Low-Voltage Wiring- Yes!
 - ✘ Stucco- Yes!
 - ✘ Wood Siding- Yes!
 - ✘ Plug in patio lights- No!
 - ✘ Painting- No!, except in Colonial town and Downtown which require Historic Approval
 - ✘ Sod and Landscaping- No!
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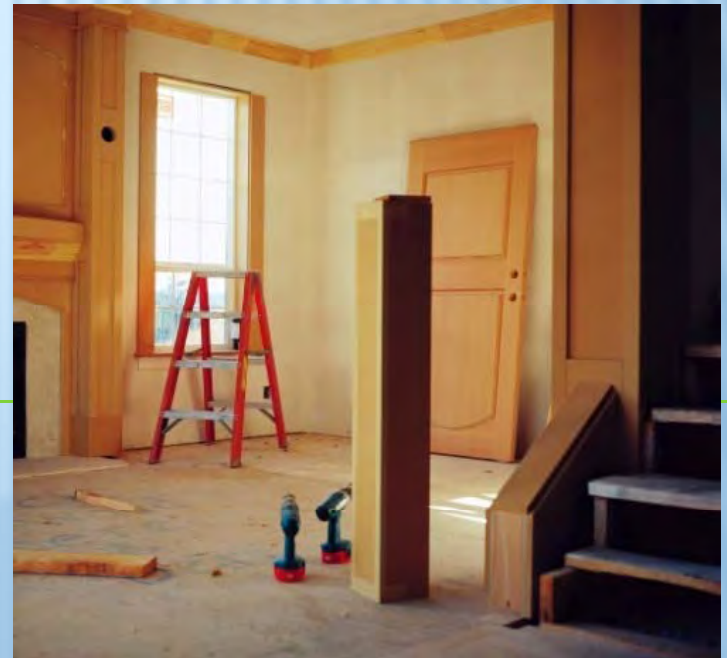
When do I need a Permit?

- ✘ Items of great debate:
- ✘ Above Ground Pools- Yes!
- ✘ Wall Sconces- Yes!
- ✘ Gates- Yes!
- ✘ Plug in solar patio lights- No!
- ✘ Painted Sign- Yes!
- ✘ Pergola- Yes!
- ✘ Plug in equipment- No!
- ✘ Install cabinets- No!



Why do I need a Permit?

- ✘ You will need a permit if you are going to sell the property
- ✘ Permits/Inspections are designed to help!
- ✘ Permits protect the property owner
- ✘ It's the Law
- ✘ Permits prevent minor problems from becoming major problems



Questions ?

