CITY OF FLAGLER BEACH
BUILDING DEPARTMENT

RE-ROOF PERMIT CHECKLIST

Contractors must be current with Flagler County Building Services for permitting.

- ☐ **Permit Application**
- ☐ **Roofing Information Sheet** (Original and a copy)
- ☐ **Proof of Property Ownership** (Copy of recorded warranty deed or print out from the Property Appraiser's Office)
- ☐ **Disclosure Statement** (owner is acting as his/her own contractor) **FS 489.103**
- ☐ **Notice of Commencement** (Required when value of labor and materials is over **$2,500.00**) Recorded and certified by the Flagler County Clerk of Court FS sec 713.135

Applicant must obtain all required inspections including the final inspection. Failure to close out permits may result in additional fees and/or suspension of permitting rights.

City of Flagler Beach Building Department, P.O. Box 70, 116 3rd Street S., Flagler Beach, FL 32136,
Phone (386) 517-2000 ext. 232, Fax (386) 517-2016