



CITY OF
FLAGLER BEACH
FLORIDA

Change of Grade Permit Application

Job Address: _____

Subdivision: _____ Lot: _____ Block: _____

Parcel Number: _____ Flood Zone: _____

Property Owner Information

Name: _____

Address: _____

Phone Number: _____

Applicant / Contractor Information (If Different from Owner)

Business Name: _____

Owner Name: _____

Address: _____

Phone Number: _____

Email: _____

State Registration / Certificate Number: _____

Valuation of Work: \$ _____ Total Sq. Footage: _____

Job Description: _____

Estimated Start Date: _____ Estimated Completion Date: _____

Existing & Proposed Elevations

Existing Average Grade Elevation: _____ ft. Proposed Final Grade Elevation: _____ ft.

Total Cu. Yards of Fill (if applicable): _____ Total Cu. Yards of Excavation (if applicable): _____

Stormwater and Drainage Plan

Attach site plan showing property lines, adjacent properties, structures, setbacks, drainage flow direction, swales, retention areas, and finished floor elevation if applicable.

- Site Plan Attached
- Elevation Certificate Attached (if required)
- Drainage Calculations Attached (if required)



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NOTICE OF COMMENCEMENT REQUIREMENT

A recorded Notice of Commencement (NOC) is required for this permit if value is over \$5,000.00 and must be submitted before the first inspection.

NOC Attached

Utilities Acknowledgment

Applicant acknowledges responsibility for locating all utilities prior to excavation and complying with Sunshine 811 requirements.

Yes

*****NOTICE*****

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN SIX (6) MONTHS, OR IF THE CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX MONTHS AT ANYTIME AFTER WORK IS COMMENCED.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or Local law regulating construction or the performances of construction.

Signature of Owner

Date

Signature of Applicant

Date