



# Marine Permit Building Permit

Florida Building Code 8th Edition (2023)  
Florida Fire Prevention Code 8th Edition

# 30

**Job Information** Application Date: \_\_\_\_\_ Est. cost: \_\_\_\_\_ Permit #: \_\_\_\_\_

Parcel ID #: \_\_\_\_\_ Job Address: \_\_\_\_\_

Legal: Sub/Unit/Blk/Lot: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Mailing Address (if different): \_\_\_\_\_

## Primary Contractor Information

Contractor: \_\_\_\_\_ State Cert/CC Comp Card #: \_\_\_\_\_

Address/Email/Phone: \_\_\_\_\_

Job Representative Contact Info: \_\_\_\_\_

## Description of Work

### Work being performed

- New Dock (Sq. Ft. \_\_\_\_\_)  Re-deck Dock (Sq. Ft. \_\_\_\_\_)  Boatlift (Quantity: \_\_\_\_\_)  Davit  
 Mooring Pilings Setbacks: L Side: \_\_\_\_\_ R Side: \_\_\_\_\_ Protrusion into waterway: \_\_\_\_\_ feet  
Is the GFCI protection being provided at the electrical panel or at the device?  Panel  Device  
 Fish Table  Hose Bibbs

### Permits from other agencies

Department of Environmental Protection: \_\_\_\_\_

Army Corps of Engineers: \_\_\_\_\_

Notes: \_\_\_\_\_

### Location of materials and loading of equipment:

Will the above items occur on this property or another property? \_\_\_\_\_

If stored on another property provide address: \_\_\_\_\_

Attach a notarized letter from the owner of the property and *mark it on the plat map page of the plans.*

Dredge - Dredge Spoil Location: \_\_\_\_\_

(Off site spoil locations must be pre-approved by the Zoning Department.)

### The following must be included with the application

 An electronic set of plans consisting of at least the following:

- Scaled survey/site plan indicating location of the structure, distance between each side property line and the structure, protrusion of structure into the waterway.  
 Survey or plat map with the subject lot highlighted or circled showing the width of the waterway at the subject site.  
 Copy of any permit issued by other agencies for this work.

**Be advised that significant portions of the City of Marco Island are subject to deed restrictions. It is incumbent upon the property owner to research deed restrictions that may be applicable to their property. Questions regarding deed restrictions should be directed to the Marco Island Civic Association (MICA) at (239) 642-7778.**

**Regulations and Information**

1. City of Marco Island Building Services is regulated by the Florida Building Code 8th Edition (2023). For more information about the code or to purchase the code visit <http://www.floridabuilding.org>
2. Visit [www.cityofmarcoisland.com/CSS](http://www.cityofmarcoisland.com/CSS) for more information about how to submit for permit.
3. All boat docking facilities are subject to, and shall comply with, all federal and state requirements and permits, including but not limited to the requirements and permits of the state Department of Environmental Protection, the U.S. Army Corps of Engineers, and the U.S. Environmental Protection Agency. If state or federal permission is required for the construction, installation, modification or replacement of any boat docking facility, such permission shall be presented in writing to the community development director or his designees prior to the issuance of any building permit for a boat docking facility.
4. If electrical work is needed for dock installation (e.g., for a boatlift, lights, or electrical outlets) then a licensed electrical contractor, sub-contracted to the dock/marine contractor must perform the electrical work.
5. If plumbing work is required on a dock or marine project (hose bibbs), then a licensed plumbing contractor must be sub-contracted to the dock/marine contractor.
6. Check with the respective property owners association for deed restrictions.
7. Staging activity may not occur on any residential vacant lot. Staging activity shall only occur at the owners' property where the work is being performed or at a commercial boat yard.
8. Commercial/ Multifamily docks and piers require a standpipe as per NFPA 303.
9. One application must be filled out with the original signature of the qualifier pulling the permit.
10. Sub-contractor forms must be submitted for electric and plumbing work.
11. A framing inspection is required, to verify that the fasteners are adequate and that sound engineering practices are being followed. There shall be no splicing of unsupported framing without signed, sealed, and dated engineering, detailing the repair (nailing pattern and size of mend plate).
12. A final survey must be submitted and approved prior to issuance of Certificate of Completion.
13. The fee for dock work is \$0.25 per square foot of the gross square footage of the structure, \$120.00 minimum fee.
14. The fee for each boatlift permit shall be \$84.00.
15. Electric and plumbing work is charged at the normal rate of \$0.25 per square foot for new construction, or \$0.20 for alteration work, with a minimum fee of \$77.00.
16. A plan review fee of 38% of the permit fee will be charged at the time of application. This fee is not refundable nor is it credited to any other fee.
17. The Electronic Data Conversion Surcharge, added to all permits, will equal 5% of the total permit cost, with a minimum charge of \$5.00 and a maximum charge of \$300.00. The fee will be capped at \$100.00 if an electronic copy of the permit documents is also submitted.

**Sub-Contractor Information (Enter Company Name, License Number, and Address.)**

Electric: \_\_\_\_\_

Plumbing: \_\_\_\_\_

**Design Professional Information (Enter Name, License Number, and Address.)**

Architect: \_\_\_\_\_

Engineer: \_\_\_\_\_

**Miscellaneous Information (Enter Company Name and Address.)**

Fee Simple Title Holder: \_\_\_\_\_

Bonding Company: \_\_\_\_\_

Mortgage Lender: \_\_\_\_\_

**Additional Portal Access Permission**

I am authorizing the general contractor for this project \_\_\_\_\_, and/or permitting service \_\_\_\_\_, to have full access to this permit via the Citizens Self Service Portal. I acknowledge that I am solely responsible for managing any/all permits applied for under my license.

**Voluntary Owner Contact Info**

If the property owner for this project would like to be copied on City emails related to this permit add their email here. Owner's Email Address: \_\_\_\_\_

**Owner's Affidavit** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

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

\_\_\_\_\_  
Print Name of Owner or Agent for Owner

\_\_\_\_\_  
Signature of Owner or Agent for Owner

State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
by \_\_\_\_\_, who is  personally known to me, or  has produced \_\_\_\_\_ as identification,  
by means of  physical presence or  online notarization.

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary

**Contractor's Affidavit**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced.

**No work whatsoever will commence until the building permit has been issued.**

- The permit fee will be quadrupled if work is started without an approved permit.
- The permittee further understands that only licensed contractors may be employed and that the structure shall not be used or occupied until a Certificate of Occupancy is issued.
- See Section 105.5 of the Marco Island Administrative Construction Code for information regarding the permit expiration date.
- I will provide the Florida DBPR - Florida Lien Law statement to the person whose property is subject to attachment.

\_\_\_\_\_  
Print Name of Licensed Contractor

\_\_\_\_\_  
Signature of Licensed Contractor

State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
by \_\_\_\_\_, who is  personally known to me, or  has produced \_\_\_\_\_ as identification,  
by means of  physical presence or  online notarization.

\_\_\_\_\_  
Signature, Notary Public – State of Florida

(Seal)

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary