TYPE 8 - Marine Structures – Dock, Seawall, Boatlift and Other Roofed Structures, Boathouse, Dune Walkovers, Boardwalk, Etc. APPLICATION SUBMITTAL CHECKLIST*

(102 & 106 P.B.C. Amendments to the Florida Building Code 2004 and Palm Beach County Unified Land Development Code)

Note: MUST check with other agencies for their specific requirements. Failure to do so, could result in significant delay to your permit.

- ☐ **1) Completed Application.**
- ☐ **2) Owner/Builder Affidavit, if applicable (Owner/Builder must appear personally to apply for a permit under this exception to the Florida Licensing Laws).**
- ☐ **3) Applicant attests that all proposed construction is in conformance with the approval(s) of the "Authority(s) Having Jurisdiction" over the affected waters.**

Work in Easements or Common Areas

- ☐ 4) Letter of Approval from the Home Owners Association when work is proposed within a common area.
- ☐ 5) Easement Release Forms, Removal Agreement, Land Development Approval (when applicable), or ERM, Army Corp of Engineers, Florida Department of Environmental Protection, or Florida Inland Navigational District Approval (when applicable) required for construction within a utility, drainage, lake maintenance, or similar easement (see section on "Other Agencies").

TWO IDENTICAL SETS OF THE FOLLOWING:

- ☐ 6) Surveys - final/tie-in or formboard are acceptable, unless initial construction. Initial construction requires the survey to be less than 1 year old (per Policy and Procedure Memorandum # PBO-006). Include proposed improvements to create a site plan, drawn to scale and dimensioned, easements, rights of way, and existing structure locations. Provide distances or separations to the property lines.
- ☐ 7) Florida Department of Environmental Protection, Florida Inland Navigational District, and Army Corp of Engineers Approval or Exemption, as applies (see section on "Other Agencies").

Dock/ Dune Walkover/Boardwalk

- ☐ 8) Plan, elevation and section views. Guardrail locations, as applies.
- ☐ 9) Signed and sealed, detailed construction drawings**.**
- ☐ 10) Manufacturer's specifications for composite/grate/other specialty decking.

Seawall

- ☐ 11) Plan and section views.
- ☐ 12) Engineered, detailed construction drawings.

Boatlift

- ☐ 13) Plan view.
- ☐ 14) Signed and sealed lift drawings with pile size/installation or other installation details, as applies.
- ☐ 15) Manufacturer's design specification sheet (or similar) with all lift components, motor load, etc, if not included on lift drawings.

Boathouse or Other Roofed Structure

- ☐ 16) Signed and sealed, detailed construction drawings.
- ☐ 17) Wind design information per section 1603.1.4 FBC, as applies.
- ☐ 18) Plan view, wall/column sections, roof framing plan with anchor/connector schedule.
- ☐ 19) Stair/Handrail/Guardrail elevations and sections, as applies.
- ☐ 20) Electrical riser diagrams, panel schedule and load calculations, as applies.

(Continued on back)

OTHER AGENCIES, AS APPLY:

Marine structures may involve approval of Army Corp of Engineers, Florida Inland Navigation District, Florida Dept of Environmental Protection, Palm Beach County Environmental Resources Management, South Florida and/or other Water Management Districts. Applicants are urged to contact these agencies prior to submitting for permit, to determine program jurisdictions and to begin obtaining these approvals required to be completed prior to issuance of a building permit

AFFIDAVIT OF COMPLETENESS AND ACCURACY

INSTRUCTIONS: To be completed by the permit applicant: Contractor/Authorized Signatory of Contractor or Owner Builder.

Project: _____Date: _____

Property Control Number or Address: _____

STATEMENT OF COMPLETENESS AND ACCURACY
I certify the statements submitted herewith are true and correct. I understand that any knowingly false, inaccurate, or incomplete information provided by me will result in the ***assessment of additional fee,*** denial, revocation, suspension, or administrative withdrawal of this application or resulting permit. I further acknowledge that additional information may be required by Palm Beach County to process this application.

Check (√) one: I am the □Contractor □ Authorized Signatory of the Contractor, □ Owner/Builder.

_____ _____
Name (Type, Stamp, or Print Clearly) Signature

_____ _____
Name of Firm (If Applicable) License Number (If Contractor or Their Signatory)

*** This checklist is a guideline for minimum submittal requirements necessary for review of proposed construction and permit application. It is not intended to be comprehensive in nature. Specific work may require additional documentation. All work must demonstrate compliance with current code standards.**