

Uniform Permit Application Workgroup – Meeting 2

Jennifer Bridge, Ph.D. and Duzgun Agdas, Ph.D.
Engineering School of Sustainable Infrastructure and Environment (ESSIE)

University of Florida

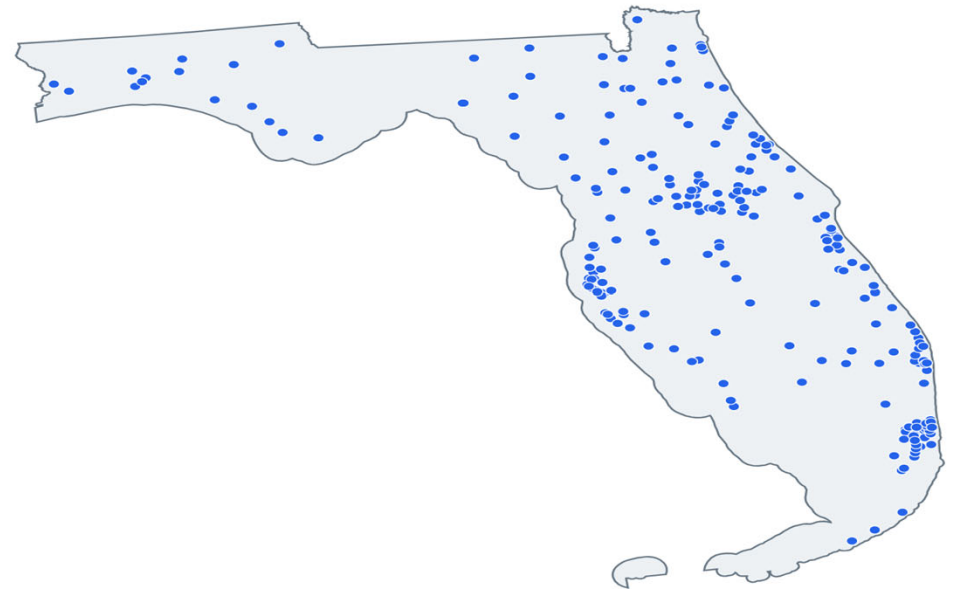
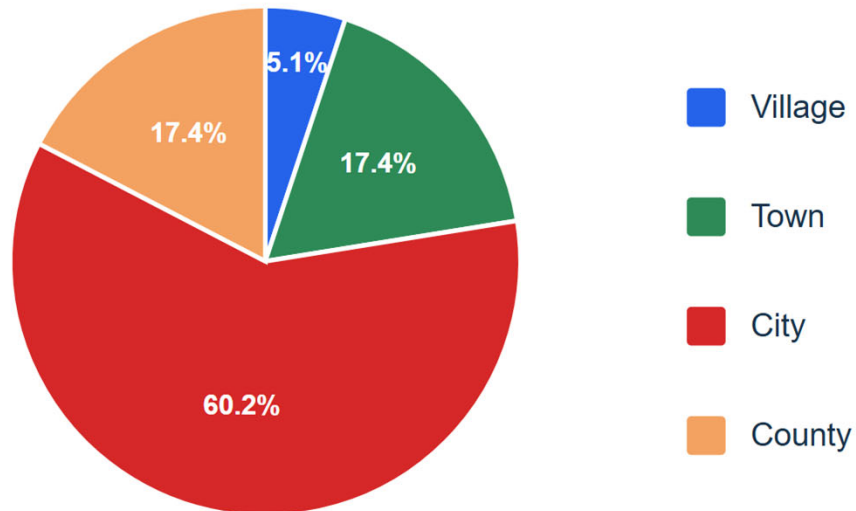
October 16, 2026

POWERING THE NEW ENGINEER TO TRANSFORM THE FUTURE

Data Collection and Analysis

235 Applications (all accessible application forms) analyzed for required information

Jurisdiction Type Distribution

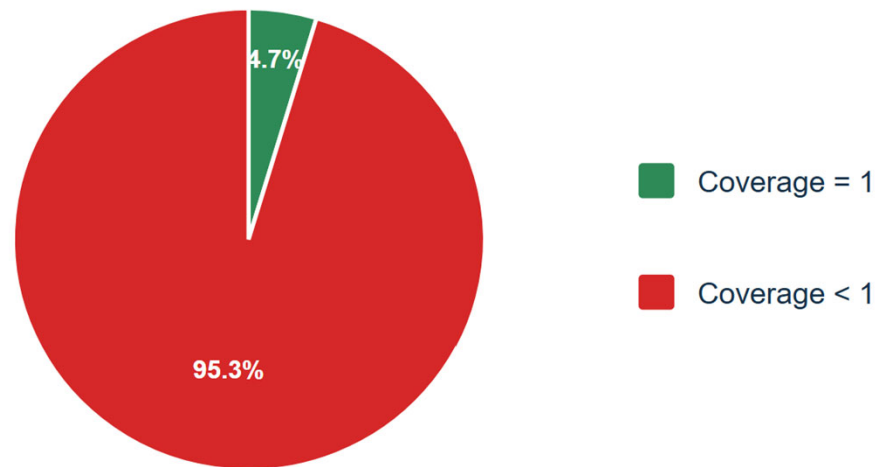


Each dot marks the Census internal point for a tested jurisdiction. Geography: U.S. Census Bureau 2024 TIGER/Line.

Data Collection and Analysis

- Applications were compared with permit applications required by 713.135, F.S.
- Score of 1: all required components present
- ~5% met all required components

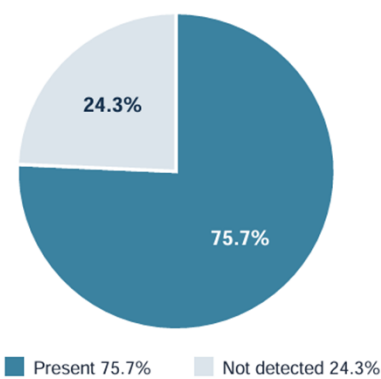
Building Permit Applications Statute Compliance



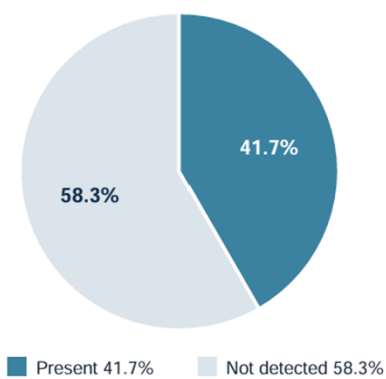
Permit application form fields

Information-field presence across searchable forms

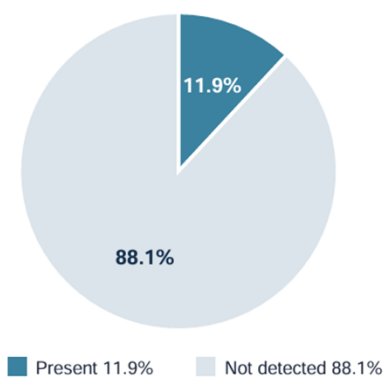
Trade information



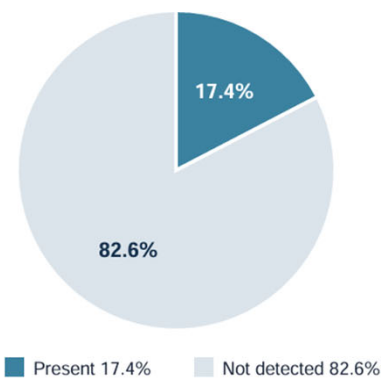
Subcontractor information



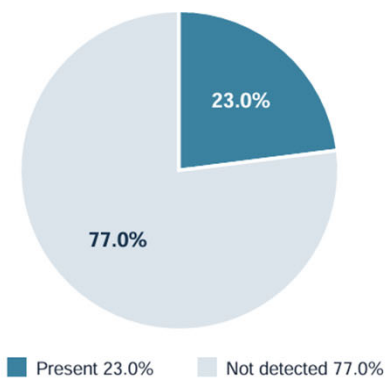
Current site conditions



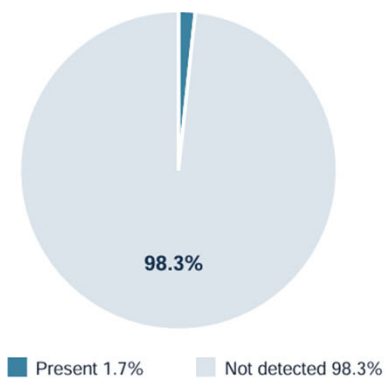
Tenant or lessee information



Design professional licensing

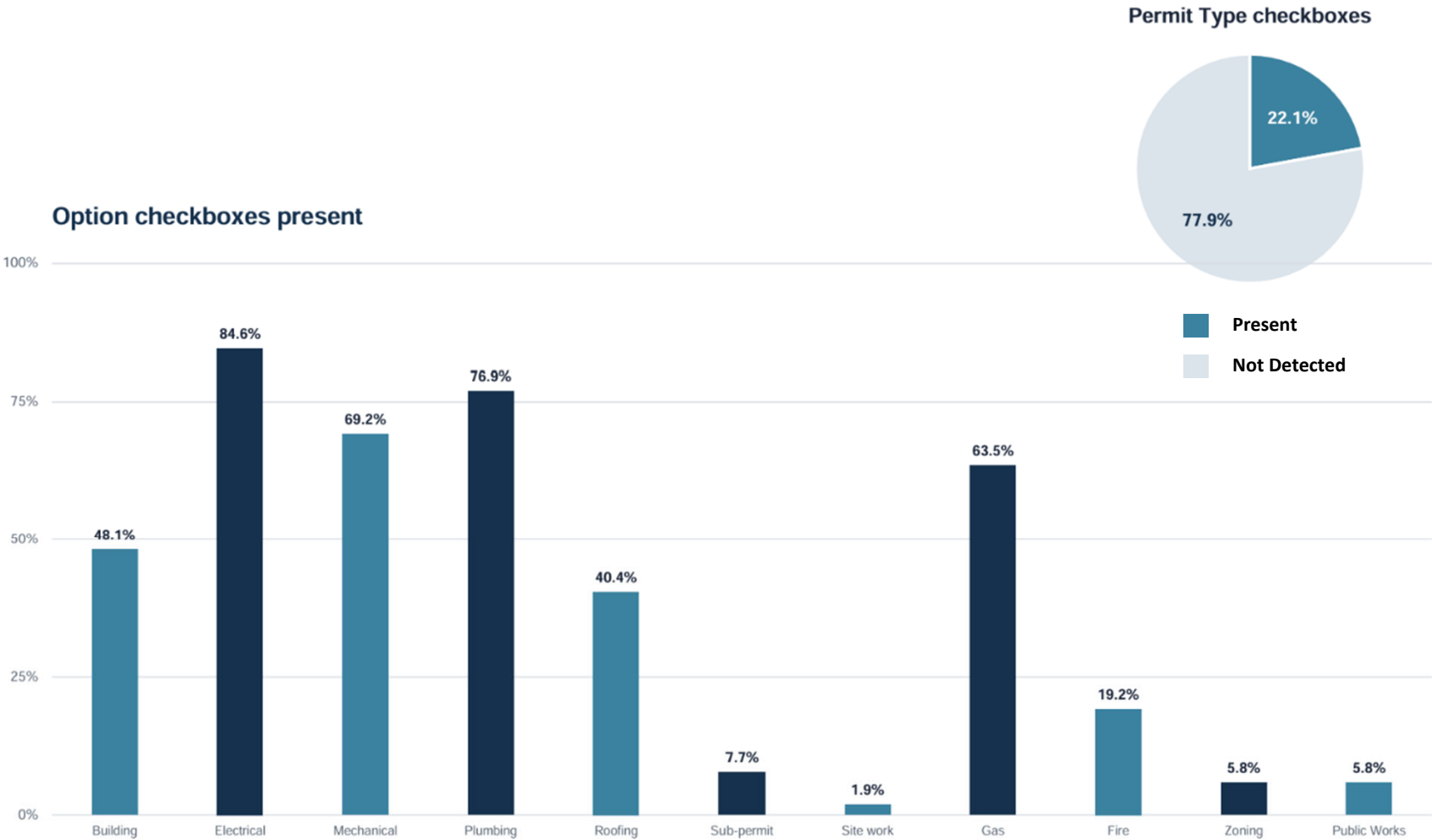


Expected/estimated start or completion date



Permit Type checkboxes

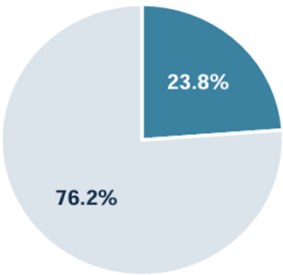
Category presence pie and option prevalence among forms containing this checkbox category



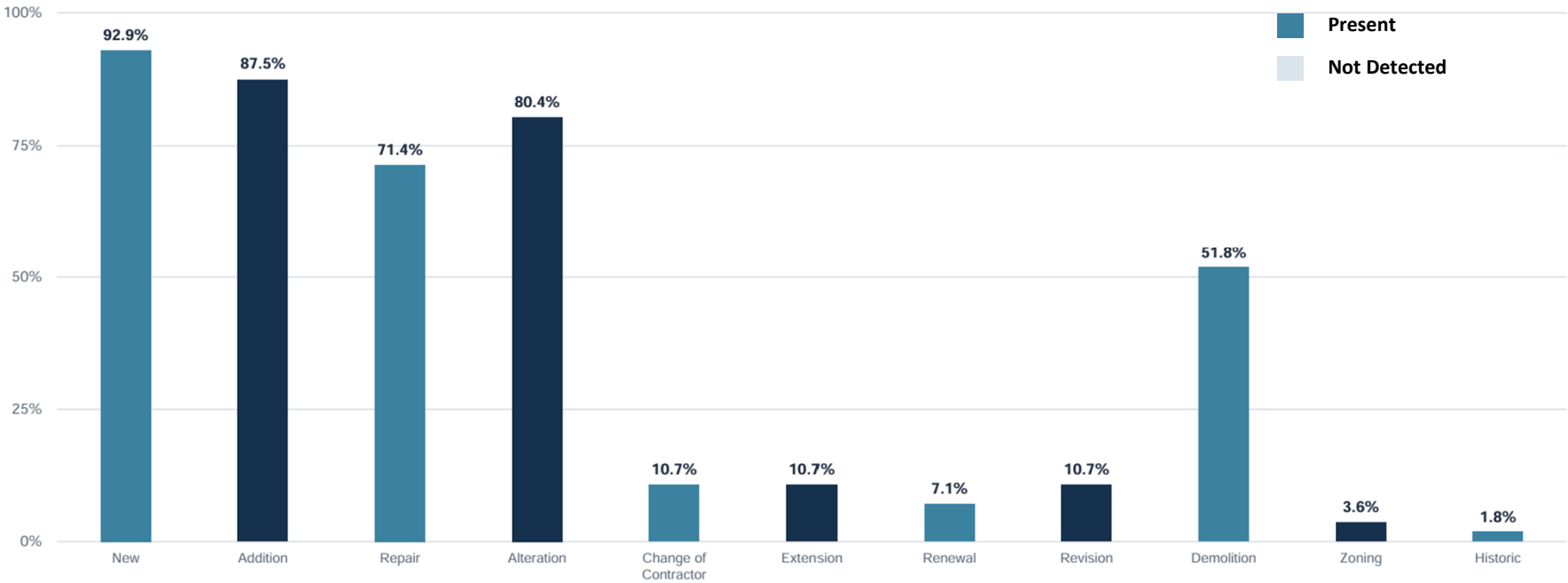
Permit Request / reason-for-permit checkboxes

Category presence pie and option prevalence among forms containing this checkbox category

Permit Request / reason-for-permit checkboxes



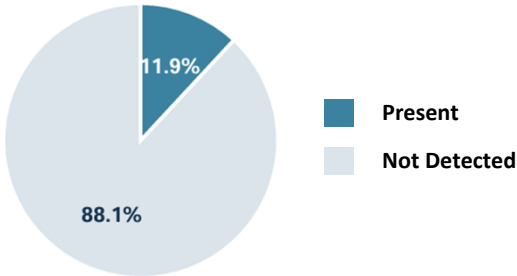
Option checkboxes present



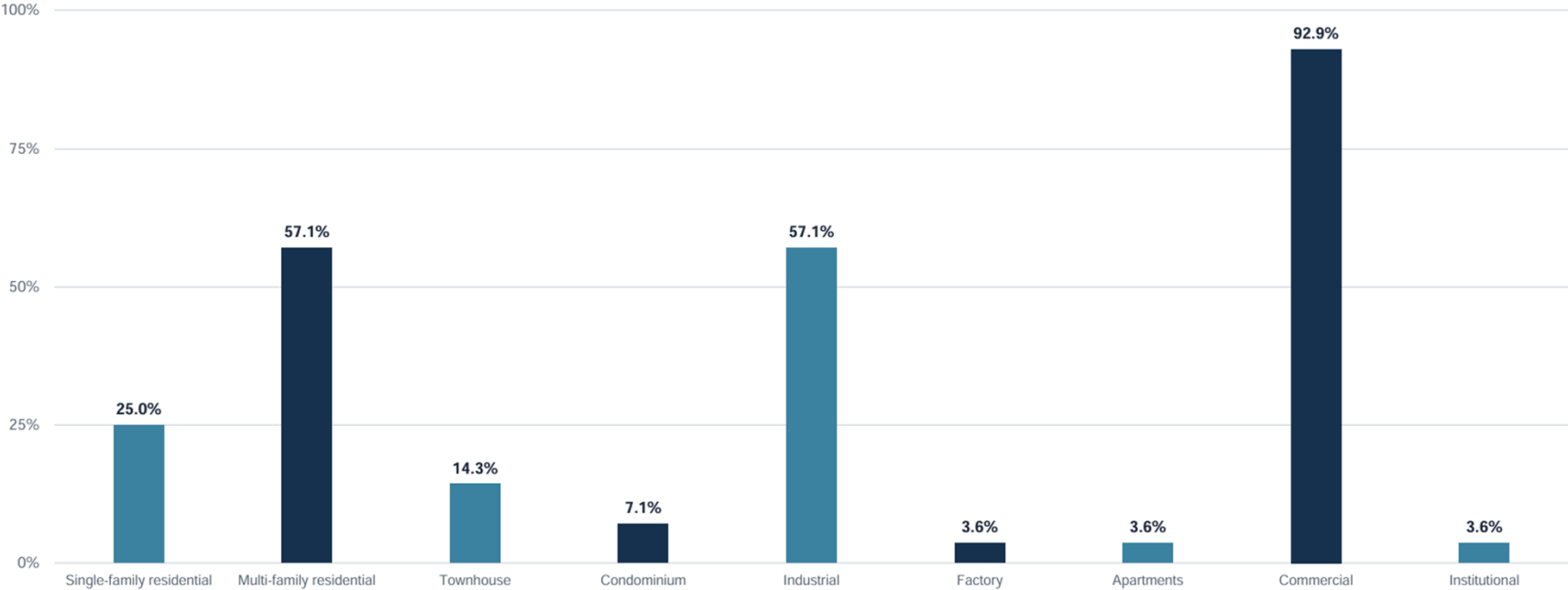
Project Type checkboxes

Category presence pie and option prevalence among forms containing this checkbox category

Project Type checkboxes



Option checkboxes present



Jurisdiction Requirements and Workflow

- What is the required information to process the application?
- How do you envision the uniform form(s) to feed into additional information you may require?
 - Local amendments and other jurisdiction-specific information
 - Trade/subcontractor work
- See email/excel file from Mr. Shane Kittendorf for list of permit types
 - Excel file lists 55 commercial and 40 residential permit type examples
- Request for jurisdictions: demonstration of electronic permitting system and workflow for various permit types

Other Considerations

- **Trade Information**
 - Trade type
 - License
 - Work detail
- **Subcontractor Information**
 - Subcontractor type
 - License
 - Work detail
- **Current Site Conditions and Information**
 - Environmental restrictions (e.g., wetlands, protected trees)
 - Existing use
 - Existing utilities (e.g., existing sewer connection)
 - Land size
- **Owner and Lessee Information**
 - Discuss whether the owner and lessee should be distinguished as separate categories or treated as synonymous within the form.
- **Project Scope of Work / Project Description**
 - Determine the appropriate level of detail required for the project scope of work or project description.

Other Considerations, cont.

- **Legal Description**

- Determine whether the legal description should be an open-ended field or broken down into specific components (e.g., subdivision [SUB], lot, etc.).

- **Flood Information**

- Determine the appropriate level of detail required for flood information (e.g., base flood elevation and finished floor elevation).

- **General Information vs. Separate Commercial and Residential Permit Applications**

- Determine whether the form should collect only general project information or also encompass information typically included in separate commercial and residential building permit applications (e.g., number of bedrooms, bathrooms, stories, etc.). Many jurisdictions use separate forms for these applications.

- **Applicant vs. Owner Information**

- Determine how to distinguish between the applicant and the property owner, as some permit application forms request applicant information separately.

UF | Herbert Wertheim
College of Engineering
UNIVERSITY *of* FLORIDA

POWERING THE NEW ENGINEER TO TRANSFORM THE FUTURE