

Uniform Permit Application Workgroup – Meeting I

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POWERING THE NEW ENGINEER TO TRANSFORM THE FUTURE

Background

Florida House Bill 803 directs the Florida Building Commission to:

- “...by July 1, 2027, adopt by rule a uniform commercial building permit application to be used statewide for commercial construction projects and a uniform residential building permit application to be used statewide for residential construction projects.
- To the extent feasible, the uniform commercial building permit application and the uniform residential building permit application adopted by the commission must
 - be capable of integration with existing building permit software systems used by local governments
 - account for local amendments to the Florida Building Code.”

UF Research Project Tasks

- Recruit and convene Advisory Group (this Workgroup)
- Data collection and analysis
 - Existing permit applications in use by jurisdictions
 - Survey
- Create uniform applications for residential and commercial building permits to be used statewide
 - Account for local amendments to the Florida Building Code
 - Compatible with permit software in use by jurisdictions
- Key dates
 - October 13, 2026: Update the Florida Building Commission on the progress of the project
 - January 1, 2027: Interim Report due
 - March 15, 2027: Final Report due

Section 713.135, F.S. – Notice of commencement and applicability of lien

Outlines requirements for the minimum information to be collected by a building permit application:

- Tax Folio No.
- Owner's Name/Address
- Fee Simple Titleholder's Name/Address (If other than owner)
- Contractor's Name/Address
- Job Name/Address
- Legal Description
- Bonding Company/Address
- Architect/Engineer's Name/Address
- Mortgage Lender's Name/Address
- Notarized Signatures (Owner & Contractor)

Note: Most permit applications require additional information

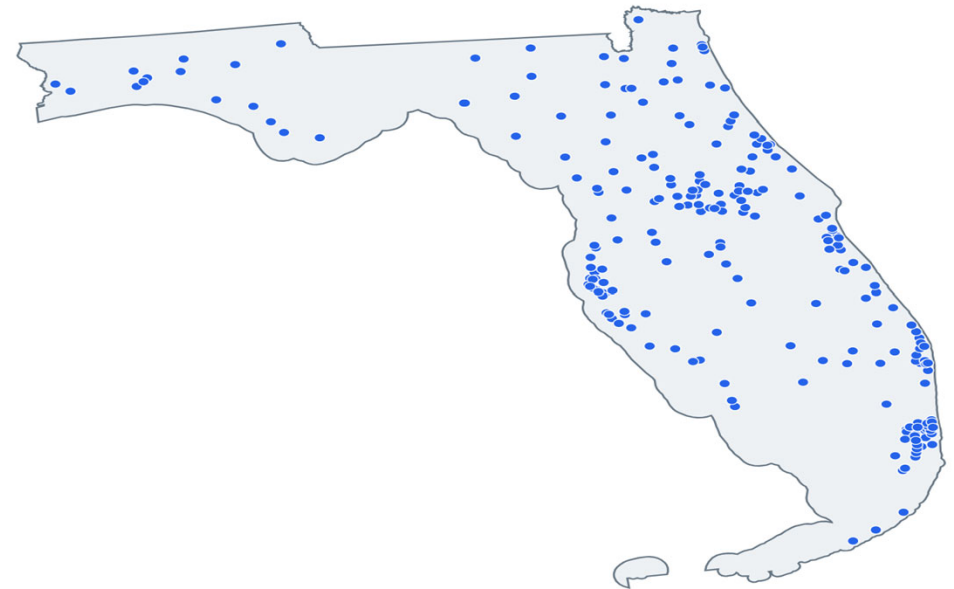
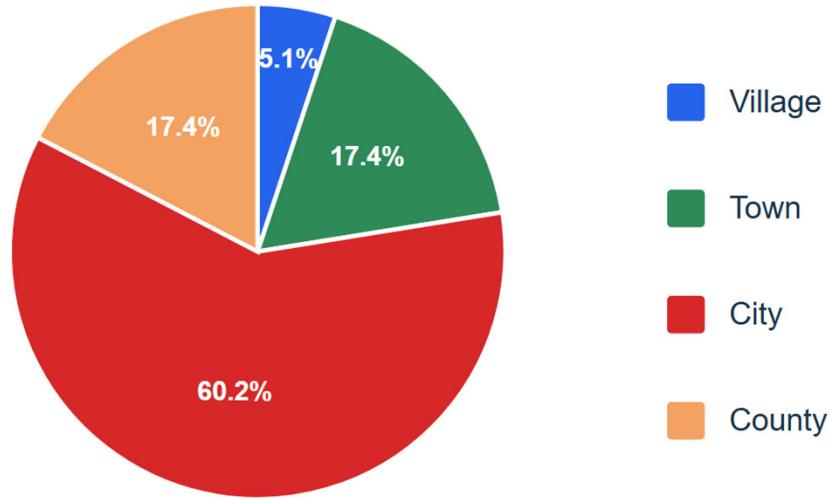
Data Collection and Analysis – Preliminary Results

- Objective: Collect and review permit applications in use across the state to determine common components and required information
- Data Source: ~500 jurisdictions statewide
 - Goal: collect all permit applications in use in the state
 - Current status: collected all permit applications available online:
235 applications
- Data analysis:
 - Developed automated data extraction code to evaluate the presence of certain components/information fields on each form
 - Compared fields with those required by Section 713.135, F.S.
- Results: preliminary assessment of applications currently in use across Florida

Data Collection and Analysis – Preliminary Results

235 Applications

Jurisdiction Type Distribution

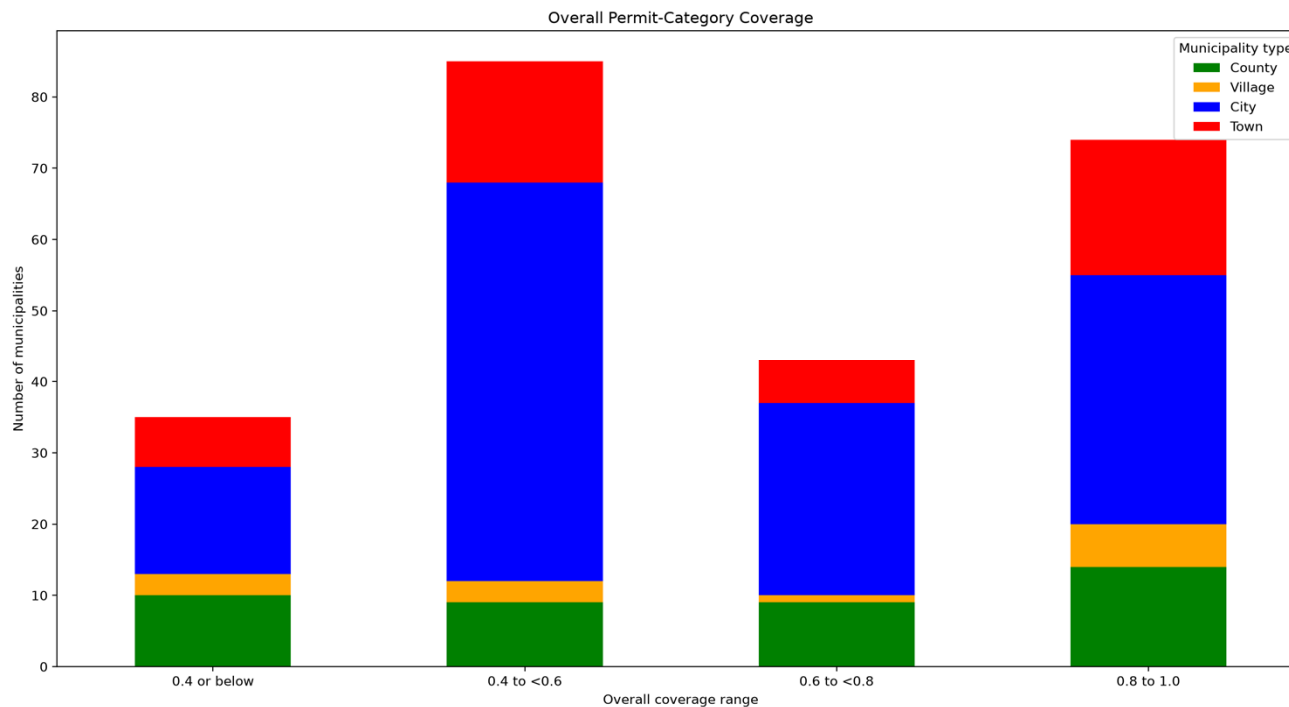
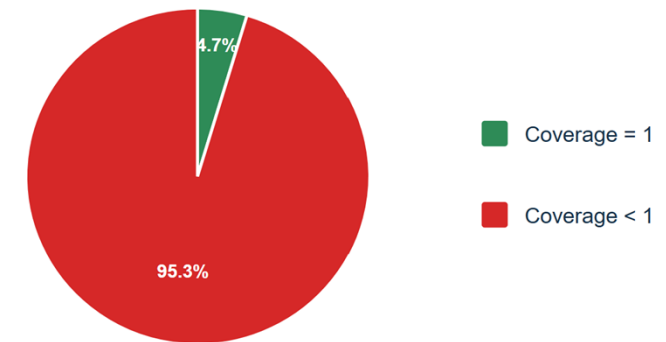


Each dot marks the Census internal point for a tested jurisdiction. Geography: U.S. Census Bureau 2024 TIGER/Line.

Data Collection and Analysis – Preliminary Results

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

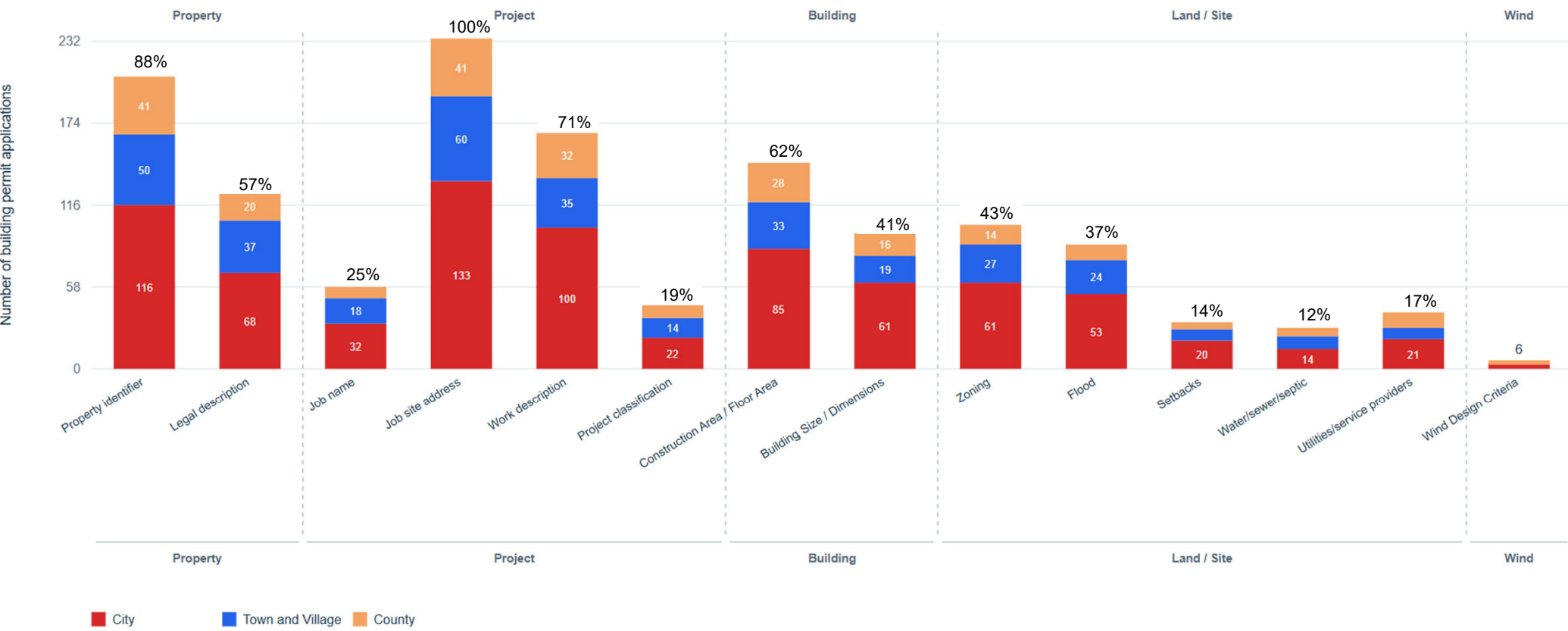
Building Permit Applications Statute Compliance



Data Collection and Analysis – Preliminary Results

Property, Project, Building & Site Information

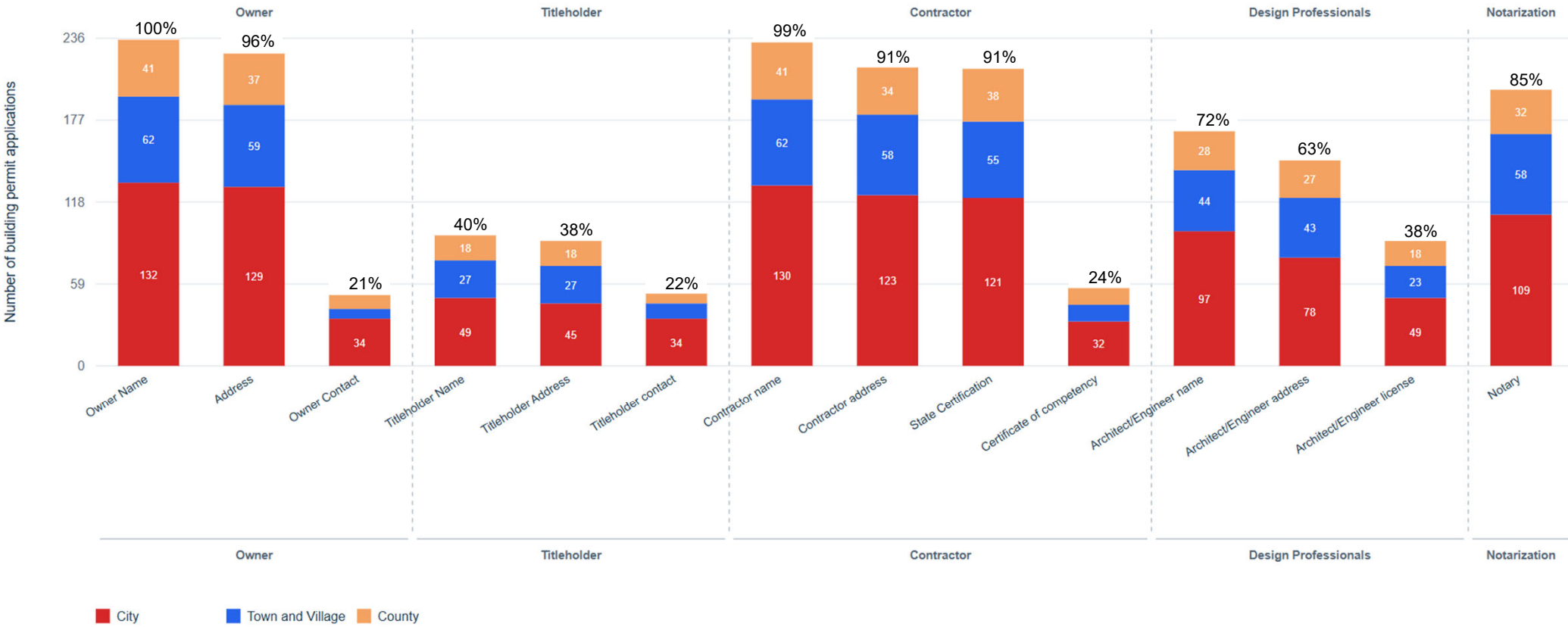
235 building permit applications reviewed



Data Collection and Analysis – Preliminary Results

Personnel & Professional Information

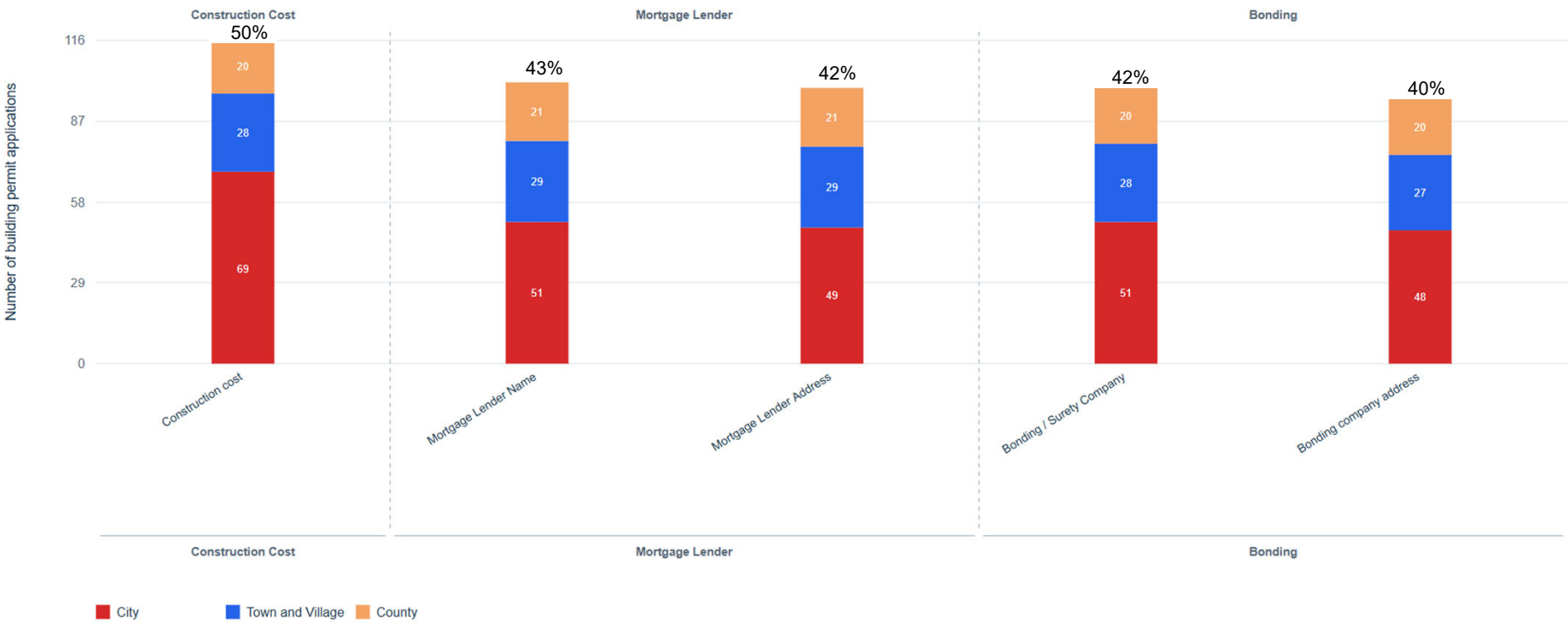
235 building permit applications reviewed



Data Collection and Analysis – Preliminary Results

Construction Cost, Lending & Bonding Information

235 building permit applications reviewed



Example Form – Broward Uniform Building Permit Application

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION		Revised 11-14-2025	
Select One Trade: ☐ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Other			
Private Provider? ☐ YES ☐ NO If yes, attach Form # 61G20-2.005-2002-01			
Application Number:		Application Date:	
1			
Job Address:		Unit:	City: Zip:
Tax Folio No.:	Flood Zn:	BFE:	Floor Area: Job Value:
Building Use:		Construction Type:	Occupancy Group:
Present Use:		Proposed Use:	
Description of Work:			
☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other:			
Legal Description:		☐ Attachment	
2			
Property Owner:		Phone:	Email:
Owner's Address:		City:	State: Zip:
3			
Contracting Co.:		Phone:	Email:
Company Address:		City:	State: Zip:
Qualifier's Name:		☐ Owner-Builder	License Number:
☐ License Exempted per F.S. 489.117(4)(a)1		Business Tax Receipt Number:	

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION	
Architect/Engineer's Name: Phone: Email:	
Architect/Engineer's Address: City: State: Zip:	
Bonding Company:	
Bonding Company's Address: City: State: Zip:	
Fee Simple Titleholder's Name (If other than the owner)	
Fee Simple Titleholder's Name (If other than the owner) City: State: Zip:	
Mortgage Lender's Name:	
Mortgage Lender's Address: City: State: Zip:	

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION	
Job Address: Unit: City: Zip:	
Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.	
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.	
X Signature of Property Owner or Agent (Including Contractor)	X Signature of Qualifier

Permit Application Sections to Evaluate

- Property/Job Site
- Owner/Title Holder
- Contractor
- Design Professional(s)
- Work Type/Description
- Project Costs
- Mortgage Lender/Bonding Company
- Signature(s)

Considerations and Next Steps

- What other application content should be considered?
- What additional data analysis would be useful to inform the process?
- What are approaches that can accommodate local amendments?
- Other considerations?

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