



Town of Ponce Inlet
 Planning & Development Dept.
 Building Department Office
 4300 S. Atlantic Avenue
 Ponce Inlet, FL 32127
 386-236-2182 (voice)
 386-322-6717 (fax)

**DO I NEED A PERMIT?
 Quick Response**

SUBMITTAL DATE: _____

RECEIVED BY: _____

Note: In lieu of a formal permit application, this form can be used to verify if a permit is needed. This form is not an authorization to proceed without formal submittal and approval of a permit application.

PROPERTY ADDRESS: _____

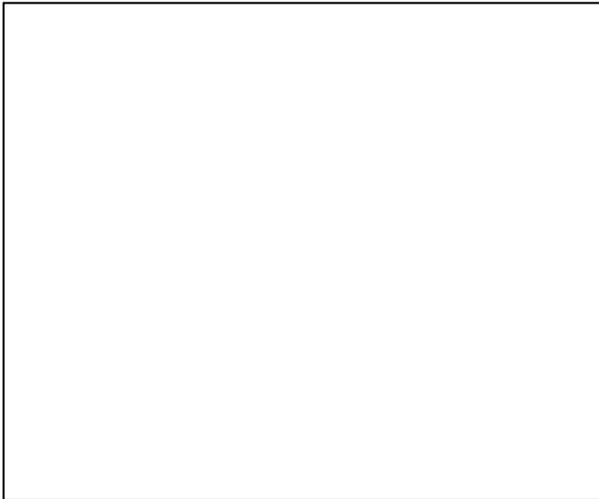
CONTRACTOR/OWNER INFORMATION: _____

PHONE NO: _____ **FAX NO:** _____

EMAIL: _____

DETAILED DESCRIPTION/SCOPE OF PROPOSED WORK (When applicable, please include dimensions, square footage, length, height, etc.): _____

----- STREET -----



For all exterior work, show location of existing and proposed development including setbacks and dimensions

Permit Required? Yes No

Note: If it is determined that a permit is required, a permit application must be completed and submitted. For additions, alterations and accessory structures such as pavers, fences sheds, etc. a survey/site plan to scale and required specifications including engineering may be required to complete a review and process your application.

 Town staff

 Date