



City of Port St. Lucie Building Department
 121 SW Port St. Lucie Blvd., Port St. Lucie, Fl. 34984
 Ph: 772-871-5132 Website: www.CityofPSL.com/Building

MOBILE HOME REMODEL PERMIT APPLICATION

Permit #: _____ Pin: _____

CONSTRUCTION UNDER THIS PERMIT SHALL BE DONE IN ACCORDANCE WITH FAC 15-C1 & 15-C2

Site Address: _____

Legal Description (Section/Block/Lot): _____ Parcel ID: _____

Owner's Information

Name: _____ Email: _____ Phone: _____

Address: _____

Contractor's Information

Name: _____ Email: _____ Phone: _____

Address: _____ State License no. _____

PROJECT INFORMATION

Description of work: _____

Sq. footage of remodeled space: _____

Future use of remodeled space: _____ (ex: kitchen, family room, bedroom)

Will the remodel require any of the following (select all that apply): Electric A/C Plumbing Roof

Total Valuation \$ _____

APPLICATION MUST BE SIGNED AND NOTARIZED BY THE CONTRACTOR AND OWNER

 Contractor Signature Date

 Print Name

 Notary Public, State of Florida
 STATE OF FLORIDA, County of _____
 [NOTARIAL SEAL]
 The foregoing instrument was acknowledged before me by
 means of physical presence or online notarization
 this _____ day of _____, 20____, by _____ who is
 personally known to me or has produced _____ as
 identification.

 Owner or Owner's Authorized Representative Signature Date

 Print Name

 Notary Public, State of Florida
 STATE OF FLORIDA, County of _____
 [NOTARIAL SEAL]
 The foregoing instrument was acknowledged before me by
 means of physical presence or online notarization
 this _____ day of _____, 20____, by _____ who is
 personally known to me or has produced _____ as
 identification.

FOR OFFICE USE ONLY

PERMIT FEE \$ _____ Payment method: _____ Last 4 Digits of Credit Card or Check no.: _____ Receipt no.: _____

Application date: _____ Rec'd by: _____



Building Department CHECKLIST FOR MOBILE HOME REMODEL PERMITS

PERMIT APPLICATION – The following information must be completed on the permit application:

- For office use only - Permit number and pin number
- Site address
- Legal description
- Parcel ID
- Owner's information
- Contractor's information
- Architect/Engineer's information
- Description of work
- Sq. footage of remodeled space
- Future use of remodeled space
- Will this remodel require any electrical, plumbing, a/c
- Valuation
- Notarized Contractor/Homeowner builder signature

PLANS AND DOCUMENTS – Provide 2 copies:

- Sub-contractor permits, if applicable
- Original Plans signed and sealed by a Florida licensed Architect/Engineer, for all structural work. Plans must contain an attestation that the design complies with the Mobile Home Construction code.
- Recorded Notice of Commencement for work valued at \$5,000 or more. (NOC must be submitted to permitting prior to scheduling the first inspection.)

This checklist is intended for Building Department use only. Additional documents may be requested at any time during the permitting process. Any exceptions must be approved by a Supervisor.