



**Town of Longboat Key**  
**Planning, Zoning and Building Department**  
501 Bay Isles Road  
Longboat Key, Florida 34228  
941-316-1966  
941-316-1970 FAX

## SHORELINE CONSTRUCTION PERMIT APPLICATION

Application must be completed in ink or typed. Please submit three copies of application and supporting documentation, along with one (1) digital copy of materials. License holder or owner signatures must be notarized. All sections of the application must be accurately completed including the Work Description with a thorough description of all work proposed by this application. All required supporting documents, engineering, plans, etc., must be submitted for the application to be valid for review.

### OFFICE USE ONLY:

Permit No. \_\_\_\_\_ Fees Due \_\_\_\_\_ Receipt No. \_\_\_\_\_

***IF PAYING BY CREDIT CARD, PLEASE COMPLETE A CREDIT CARD AUTHORIZATION FORM***

### JOB SITE

PROJECT/COMPLEX NAME (IF ANY): \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ UNIT # \_\_\_\_\_

COUNTY:  MANATEE  SARASOTA LOT(s) # \_\_\_\_\_ PARCEL ID #: \_\_\_\_\_

OWNER OF RECORD \_\_\_\_\_

### CONTRACTOR/APPLICANT OR OWNER AS CONTRACTOR

If Property Owner is applicant, please skip to Property Owner Information

LICENSES: STATE # \_\_\_\_\_

MANATEE CO: \_\_\_\_\_ SARASOTA CO: \_\_\_\_\_

APPLICANT/QUALIFIER NAME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

STREET/MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE #: \_\_\_\_\_ CELL #: \_\_\_\_\_ FAX: # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROPERTY OWNER (Required)

NAME AS ON PROPERTY RECORDS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

STREET/MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE #: \_\_\_\_\_ CELL #: \_\_\_\_\_ FAX: # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROJECT DESCRIPTION:

Site Is:      Single Family       Multi Family       Duplex       Commercial

Scope of Work (describe what you are doing): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

ARCHITECT/ENGINEER (Required)

Licensed Architect       Licensed Engineer

Florida License No. \_\_\_\_\_

NAME OF PROFESSIONAL \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

STREET/MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE #: \_\_\_\_\_ CELL #: \_\_\_\_\_ FAX: # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PERMIT FEES:

**The Planning, Zoning and Building Department shall collect from each applicant for a shoreline construction permit the following fee(s) as required by Chapter 151, Town of Longboat Key Town Code:**

Per linear foot of proposed shoreline construction: Total linear feet \_\_\_\_\_ \$50.00 per linear foot

Off-shore and on shore areas to be filled not in excess of one square acre \$50.00 per acre

- For each additional off-shore acre or fraction thereof to be filled \$15.00 per acre
- For each on-shore cubic yard of fill \$00.01 per cubic yard
- Canal Maintenance Work \$50.00 per acre
- Dredging \$85.00

**CONTRACTOR/AGENT/OWNER AFFIDAVIT:**

Application is hereby made to obtain a permit to the work and installation as indicated. I certify that all the information is accurate and complete. I certify that where required, all plans have been prepared by, or under the direct supervision of, an engineer registered and licensed by the state. 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 further certify that I have entered into a contract with the owner/agent of the subject property to make the specified improvements to, or perform the contracting at, the real property specified in this application. I certify that all the foregoing information is accurate and that the work will be done in compliance with all applicable laws regulating construction and zoning. I acknowledge and accept responsibility for compliance with the correct Town Code, regulations, and ordinances, as well as the payment of all legally constituted fees regarding this application including but not limited to ALL REVIEW FEES AND PERMIT FEES. **NOTICE:** In addition to the requirements for this permit, there may be additional restrictions to this property that may be found in the public records of the county or that may be required from other governmental entities such as water management district, state agencies or federal agencies.

**OWNERS 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. I agree to allow any authorized employee of the Town of Longboat Key to enter upon the premises associated with this project for the purpose of ascertaining compliance with the terms and conditions of the application, or permit, and/or permit stipulations.

**I hereby acknowledge that I have read and understood the above affidavit on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

**NOTARIZATION OF SIGNATURE**

State of \_\_\_\_\_

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of physical presence  or online notarization , this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_ By \_\_\_\_\_

as (type of authority) \_\_\_\_\_ for (name of party on behalf) \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Printed/Stamped Name of Notary Public \_\_\_\_\_

Personally known  OR produced identification  Type of ID. \_\_\_\_\_

**OWNER'S SUBMISSION STATEMENT: Under penalty of perjury, I declare that all the information contained in this permit application is true and correct.**