



City of Sanford Boat Dock / Boat Ramps Permit Application Checklist

All permit application packages must be complete prior to acceptance. You must check each box to the left or indicate n/a on this submittal. A complete application package shall include the following:

- Building Permit Application completed, signed and notarized. Application must include correct address and complete parcel I.D. number.
- Copy of a contract, signed by the contractor and property owner, indicating the documented construction value
- Copy of applicable contractor's license issued by the State of Florida (if contractor is applicant).
- A site specific notarized power of attorney shall be required from the licensed contractor if he/she appoints an employee of his/her company to sign the permit application as the contractor.
- Certificate of insurance indicating worker's compensation insurance coverage and naming the City of Sanford as certificate holder, or a copy of a worker's compensation exemption issued by the State of Florida (must be submitted with each application if contractor is the applicant).
- Completed and signed Owner Builder Statement / Affidavit (if owner is applicant).
- Two (2) sets signed and sealed engineered drawings. Wind design data required on drawings per FBC 1603.1.4 to meet 129 mph ultimate design wind speed for risk category I buildings
- Two (2) site plans meeting the requirements of the City of Sanford Land Development Code.
- Two (2) copies of manufacturer's installation instructions.
- Completed and signed Statewide Product Approval Specification Form.

NOTE: All boat dock and boat ramps shall be constructed in compliance with applicable building codes and according to the dimensional and use regulations established by the City of Sanford Land Development Code.

These guidelines were compiled to assist the applicant in preparing a boat dock / boat ramp permit application and may not be complete. The applicant is required to meet all City of Sanford, state, and federal code requirements.