

Dock Checklist

1. Permit application
2. Sealed drawings
   1. engineered truss / roof framing plan with a signature and seal by the home's design engineer
3. Site plans/survey - include all existing and proposed structures and setbacks to property lines. Check our files - <http://records.palmcoastgov.com/>
4. Proof of property ownership - recorded deed or property appraisers office printout
5. Construction lien law affidavit - for any job greater than $2,500 (contractor issued permits only)
6. Owner/Builder Disclosure Statement (owner builders only)
7. Notice of commencement *(certified copy)* this is required for any improvements to your property greater than $2,500.The notice of commencement is to be filled out, and recorded with the Flagler County

Clerk’s office in Bunnell. IT is not required at the time of permit issuance, but will be required prior to any inspections.

Visit our website for additional information <https://www.palmcoastgov.com/government/building/contractor-permitting>