



DEPARTMENT OF DEVELOPMENT SERVICES
CUSTOMER SERVICE-PERMITTING DIVISION

P.O. Box 150027
Cape Coral, FL 33915-0027
Tel. (239) 574-0546

ONE- OR TWO-FAMILY DWELLING GUIDELINES

REQUIREMENTS

1. **Completed One- or Two-Family Dwelling Application with the following documents:**
 - Burrowing Owl/Gopher Tortoise Affidavit
 - Notice of Commencement
 - Impervious Surface Calculation Sheet
 - Owner-Builder Affidavit (*owner-builders only*)
 - Seawall Affidavit (*if applicable*)
 - Septic Receipt with Permit # from Health Department
 - Hold Harmless Agreement (*active utility expansion areas only*)
 - Warranty Deed (*if applicable*)
 - Notice to Building Official of Use of Private Provider (*if applicable*)

2. **Two (2) complete sets of Building Plans sealed by a Florida Registered Architect or Engineer. All pages of plans must have an Address Block containing street, block, and lot. Each set must include the following:**
 - Survey (*sealed/less than 1 year*)
 - Site Plan (*3 copies for Duplex*)
 - Signed Energy Calculations
 - Manufacturers Truss Plan (*acknowledged by Engineer/Architect*)
 - Window/Doors/Shutter Schedule
 - Drainage Plan
 - Engineer Certification Letter (*if Mastered Plans*)

3. **Stormwater Set:**
 - Survey (*sealed/less than 1 year*)
 - Site Plan