



CITY OF PUNTA GORDA

BUILDING OFFICE
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950

(941) 575-3324
FAX: (941) 575-3347
BuildingDept@CityofPuntaGordaFL.com

Substantial Improvement Worksheet for Floodplain Construction

(for reconstruction, rehabilitation, addition, or other improvements, and repair of damage from any cause)

Property Owner: _____
Address: _____
Permit #: _____
Location: _____
Description of Improvements: _____

Present Market Value of structure ONLY (market appraisal or adjusted assessed value, BEFORE improvement, or if damaged, before the damage occurred), not including the land value:

\$ _____

Cost of Improvement

Actual cost of the construction ** (see items to include/exclude)

\$ _____

** Include volunteer labor and donated supplies**

Ratio = $\frac{\text{Cost of Improvement (or Cost to Repair)}}{\text{Market Value}}$

X 100

%

If ratio is 50 percent or greater (**Substantial Improvement**), entire structure including the existing building must be elevated to the base flood elevation (BFE) and all other aspects brought into compliance.

Important Notes:

1. Review cost estimates to ensure that all appropriate costs are included or excluded.
2. If a residential pre-FIRM building is determined to be substantially improved, it must be elevated to or above the BFE. If a non-residential pre-FIRM building is substantially improved, it must be elevated or dry floodproofed to the BFE.
3. Proposals to repair damage from any cause must be analyzed using the formula shown above.
4. Any proposed improvements or repairs to a post-FIRM building must be evaluated to ensure that the improvements or repairs comply with floodplain management regulations and to ensure that the improvements or repairs do not alter any aspect of the building that would make it non-compliant.
5. Alterations to and repairs of designated historic structures may be granted a variance or be exempt under the substantial improvement definition provided the work will not preclude continued designation as a "historic structure".
6. Any costs associated with directly correcting health, sanitary, and safety code violations may be excluded from the cost of improvement. The violation must have been officially cited prior to submission of the permit application.

Determination completed by: _____
Date: _____

ITEMIZED COST BREAKDOWN

PLEASE NOTE: Contract(s) may be supplied in lieu of completing any section. Volunteered labor and donated supplies must be listed based on the going rate for materials and labor. Please complete section with required information.						
Permit No. _____	Quantity	Measure	Rate	Total	Notes	
Demolition	N/A	N/A	N/A	\$	Do not include removal from site.	
Site Preparation	N/A	N/A	N/A	\$	Fill dirt, tractor grading, compaction & termite treatment	
Concrete & Reinforcement	<i>Quote(s) attached</i>					
Footings & Pads		cubic yards	x \$	= \$	Materials <i>and</i> Labor	
Slabs		cubic yards	x \$	= \$	Materials <i>and</i> Labor	
Lintels & Columns		cubic yards	x \$	= \$	Materials <i>and</i> Labor	
Masonry <input type="checkbox"/>	<i>Quote(s) attached</i>					
Blockwork				= \$	Materials <i>and</i> Labor	
Stucco/Plaster	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Decorative cement, columns, trim, etc.	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Glass Block	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Frame Lumber	<i>Quote(s) attached</i>					
Truss Package	N/A	N/A	N/A	\$	Material only	
Framing Lumber- Hurricane Connectors	N/A	N/A	N/A	\$	Material only	
Roof and Wall Sheathing	N/A	N/A	N/A	\$	Material only	
Manufactured Lumber	N/A	N/A	N/A	\$	Material only	
Wall Wrap/Vapor Barrier	N/A	N/A	N/A	\$	Material only	
Framing Labor				\$	Labor only	
Exterior Openings	<i>Quote(s) attached</i>					
Windows (standard and fixed glass)	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Sliding Glass Doors	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Doors (Swinging)	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Garage/O.H. Door & Door Opener	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Shutters	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Skylights	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Roofing	<i>Quote(s) attached</i>					
Underlayment (<i>felt or Peel & Stick</i>)		squares	x \$	= \$	Materials <i>and</i> Labor	
Tile, Shingle, Metal, other		squares	x \$	= \$	Materials <i>and</i> Labor	
Flashings, Drip Edge, etc.		lineal ft	x \$	= \$	Materials <i>and</i> Labor	
Exterior Finishes	<i>Quote(s) attached</i>					
Fascia & Soffit		lineal ft	x \$	= \$	Materials <i>and</i> Labor	
Gutter and Down Spout		lineal ft	x \$	= \$	Materials <i>and</i> Labor	
Siding & Trim	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Electrical	<i>Quote(s) attached</i>					
Rough-in & Trim-out	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Fixtures/Electrical Accessories	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Low-voltage wiring/connections	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Service Change	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Plumbing	<i>Quote(s) attached</i>					
Rough-in & Trim-out	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Fixtures/Plumbing Accessories	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Fire Suppression system	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Gas	<i>Quote(s) attached</i>					
Rough-in & Trim-out	N/A	N/A	N/A	\$	Materials <i>and</i> Labor	
Date	Contractor's Initials					

ITEMIZED COST BREAKDOWN

Permit No. _____	Quantity	Measure		Rate		Total	Notes
Mechanical	Quote(s) attached						
Rough-in & Trim-out	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Equipment/Mechanical Accessories	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Insulation	Quote(s) attached						
Attic		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Walls (<i>Exterior & Interior</i>)		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Floors		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Drywall <input type="checkbox"/>	Quote(s) attached						
Walls		4 x 12 shts	x	\$	= \$		Materials <i>and</i> Labor
Ceilings		4 x 12 shts	x	\$	= \$		Materials <i>and</i> Labor
Textures		4 x 12 shts	x	\$	= \$		Materials <i>and</i> Labor
Stairs Interior & Exterior <input type="checkbox"/>	Quote(s) attached						
Treads and Risers	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Guardrails & Handrails	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Labor	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Cabinetry <input type="checkbox"/>	Quote(s) attached						
Cabinetry & Counter Tops	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Flooring	Quote(s) attached						
Carpet		sq yds	x	\$	= \$		Materials <i>and</i> Labor
Tile & Stone		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Wood		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Miscellaneous <input type="checkbox"/>	Quote(s) attached						
Aluminum Screen lanais under Roof	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Bathroom (General)		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Built-in Appliances							Materials <i>and</i> Labor
Central Vacuum		N/A		N/A	\$		Materials <i>and</i> Labor
Closet shelving & Built-ins		N/A		N/A	\$		Materials <i>and</i> Labor
Door Hardware (<i>Interior & Exterior</i>)		locksets	x	\$	= \$		Materials <i>and</i> Labor
Elevator	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Finish Carpentry							Materials <i>and</i> Labor
Fireplace and Flue		N/A		N/A	\$		Materials <i>and</i> Labor
Fireplace Hearth, Mantel & Surround		N/A		N/A	\$		Materials <i>and</i> Labor
Jobsite Cleaning Construction & Final	N/A	N/A		N/A	\$		Labor only
Kitchen		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Low Voltage Systems/Home Theater		N/A		N/A	\$		Materials <i>and</i> Labor
Mirrors		N/A	x	\$	= \$		Materials <i>and</i> Labor
Painting (<i>Interior & Exterior</i>)	N/A	N/A		N/A	\$		Materials <i>and</i> Labor
Shower & Bath Enclosures		N/A	x	\$	= \$		Materials <i>and</i> Labor
Structural Steel		N/A		N/A	\$		Materials <i>and</i> Labor
Wall Tile		sq ft	x	\$	= \$		Materials <i>and</i> Labor
Windowsills		lineal ft	x	\$	= \$		Materials <i>and</i> Labor
	NET TOTAL						\$
	SUPERVISION/OVERHEAD/TAXES/PROFIT						\$
	GROSS TOTAL = CONTRACT PRICE						\$
Date	Contractor's Initials						



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Contractor's Affidavit: Substantial Improvement or Repair of Substantial Damage

Property Address: _____

Parcel ID Number: _____

Owner's Name: _____

Owner's Address/Phone: _____

Contractor: _____

Contractor's City Certificate Number: _____

Date of Contractor's Estimate: _____

I hereby attest that I have personally inspected the building located at the above-reference address and discussed the nature and extent of the work requested by the owner, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement.

At the request of the owner, I have prepared a cost estimate for all of the improvement work requested by the owner and the cost estimate includes, at a minimum, the cost elements identified by the City of Punta Gorda that are appropriate for the nature of the work. If the work is repair of damage, I have prepared a cost estimate to repair the building to its pre-damage condition. I acknowledge that if, during the course of construction, the owner requests more work or modification of the work described in the application, that a revised cost estimate must be provided to the City of Punta Gorda, which will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Qualifier/License holder Signature: _____

Date Signed: _____

State of _____ County of _____ Sworn to (or affirmed) and subscribed before me by means of

_____ physical presence or _____ online notarization, this _____ day of _____, 20_____, by

_____, who is personally known, or produced _____, as identification.

(Name of person making statement)

Signature of Notary Public

Printed or Stamped Commissioned Name of Notary Public



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Owner's Affidavit: Substantial Improvement or Repair of Substantial Damage

Property Address:

Parcel ID Number:

Owner's Name:

Owner's Address/Phone:

Contractor:

Contractor's City Certificate Number:

Date of Contractor's Estimate:

I hereby attest that the description included in the permit application for the work on the existing building that is located at the property identified above is all of the work that will be done, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement. I further attest that I requested the above-identified contractor to prepare a cost estimate for all of the work, including the contractor's overhead and profit. I acknowledge that if, during the course of construction, I decide to add more work or to modify the work described, that the City of Punta Gorda will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Owner's Signature:

Date Signed:

State of _____ County of _____ Sworn to (or affirmed) and subscribed before me by means of
_____ physical presence or _____ online notarization, this _____ day of _____, 20_____, by
_____, who is personally known, or produced _____, as identification.
(Name of person making statement)

Signature of Notary Public

Printed or Stamped Commissioned Name of Notary Public