

GENERAL PERMIT POLICIES AND PROCEDURES

The Building Division divides all regulated work into three (3) general categories of permits:

1. **Primary or Stand-Alone Permits** – Individual permits not covered under any other permit already reviewed or permitted by the Building Division. These permits may be for any type of construction discipline that exists. Examples include a new single family dwelling, window or water heater replacement, re-roofing, or new installations such as a fence, screen enclosure or a fire protection system.
2. **Over the Counter (OTC) Sub-Permits** – Subordinate to a Primary Permit and typically sub-contracted individual disciplines or divisions of work, such as but not limited to, mechanical, refrigeration, plumbing, gas, electrical, low voltage (telephone, computer, POS data, CCTV, security, etc.), roofing, and possibly structural, the details of which are included in a primary plan sets which have already been reviewed and issued by the Building Division.
3. **Fee Sub-Permits** – Individual divisions or disciplines of work which must be reviewed separately as required details are not included in the primary permit design documents, or although related to a primary permit, not sub-contracted by the primary contractor. This category may also include work or disciplines which would usually fall under OTC Sub-Permits if details have not been included in Primary Permit plan sets. Examples include but are not limited to: all fire protection systems such as fire alarms, fire sprinklers, fire suppression, grease interceptors, grease hoods, site lighting, low voltage and fences.

Specific definitions of the regulated disciplines of construction work are outlined in FS 489.105, FS 489.505, FS 527.01 (<http://www.flsenate.gov/Statutes/index.cfm>) and the current Palm Beach County Standards promulgated under 67-1876 Special Act of the Florida Legislature (<http://www.co.palm-beach.fl.us/pzb/Contractors/act.htm>).

CODES IN EFFECT IN THE CITY OF PALM BEACH GARDENS AS OF OCTOBER 1, 2009

The following codes as adopted and amended through the City of Palm Beach Gardens' Code of Ordinances are enforced within this jurisdiction based upon applicability to your specific project:

1. The Florida Building Code 2007 with 2009 supplements.
 - A) Building Volume
 - B) Residential Volume
 - C) Plumbing Volume
 - D) Fuel Gas Volume
 - E) Mechanical Volume
 - F) Existing Buildings Volume
 - G) Test Protocols for the High Velocity Hurricane Zone
 2. The 2008 edition of the National Electrical Code
 3. The Florida Fire Prevention Code 2007 Edition
- All new structures proposed to be constructed in city of Palm Beach Gardens must be designed so that the Main Wind Force Resisting System (MWFRS) can withstand the positive and negative pressures caused by a 140 MPH - 3 Second Gust in conformance with the various design guidelines allowed in Chapter 16 of the Florida Building Code.
 - All new structures proposed to be constructed in the city of Palm Beach Gardens are located within the Windborne Debris Region outlined in Chapter 16 of the Florida Building Code and must be provided with appropriate glazing missile impact protection as required by code.
 - The city of Palm Beach Gardens is not located within the High Velocity Hurricane Zone (HVHZ) as described in the Florida Building Code.
 - Know the Florida Litter Law: Commercial illegal dumping is a 3rd degree felony, which can be punishable by imprisonment, fines, and forfeiture of equipment and civil penalties. Florida Statutes 403.413.
 - Anyone planning to do excavation work must notify the State of Florida one-call "Call Sunshine" Notification Center at 1-800-432-4770 prior to any excavation work being done in order to prevent underground damage. Florida Statute 556.