



City of Sarasota Building Department Building Permit Requirement Guidelines

When do I need a Permit?

Any owner, authorized agent, or contractor who proposes to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by the technical codes, or to cause any such work to be done, shall first make application to the Building Official and obtain the required permit for the work.

City of Sarasota Ordinance: 02-4378

Some Examples of when a Permit is required:

1. Any construction which alters the size or occupancy of a building.
2. Construction, alteration, or replacement of any exterior walls.
3. Enclosing existing carports, porches and screen rooms for any purpose.
4. Construction of any raised deck, attached or detached, with or without a roof.
5. Replacement of columns, beams, joists, rafters, or any other structural component.
6. Replacement of wall, floor or roof sheathing.
7. Repair and replacement of interior or exterior stairs and/or guardrails.
8. Electrical, plumbing, or air-conditioning when altering, adding to, or deleting from the system.
9. Interior load bearing and non load bearing walls, alterations or replacements.
10. Replacement of Kitchen cabinets and countertops.
11. Replacement of windows, doors, garage doors or skylights in existing or altered wall openings.
12. Hurricane shutters, all types. Electric fee will be paid for power operated units.
13. Roofing, replacement of any roofing component.
14. Masonry or engineered Styrofoam privacy walls or fences with any masonry components and fences of all types.
15. Dock, Boat-lift, seawall, or Bulkhead installation or repair.
16. Fire repairs of any type or scope.
17. Storage and utility shed, of all types, all materials, and all sizes.
18. Signs, engineered monument, pole or wall signs of any type. (Including awnings and awnings with lettering.)
19. Temporary Canopies. (will require a Zoning approval only)

No permit shall be required when the repairs do not exceed \$1000.00 in construction value provided that such repairs shall not involve structural work or any other work which violates any of the provisions of the technical codes. New electrical, plumbing, mechanical and gas work, as well as any structural work, requires a building permit. See City of Sarasota Ordinance 02-4378 Section 104.1.4

Some Examples of when a Permit is NOT required: (See note a.)

1. Painting. (Except when advertised as water proofing.)
1. Wall paper or other wall coverings. (Except Assembly, Day Care, Rated Exit Corridors and Institutional Occupancies.)
2. Flooring (tile & Wood.)
3. Rugs or carpeting. (Except Assembly, Day Care, Rated Exit Corridors and Institutional Occupancies.)
4. Replacement of soffit or fascia. (1 & 2 family residences only.)
5. Non-structural siding placed over existing siding/sheathing. (1 & 2 family residences only.)
6. Driveways, decks and patios directly on grade and without footings. (Any Materials) (May require a Right Of Way use permit if you are adding or altering the curb cut from the City Engineering Dept.
7. Small, incidental roof leak repairs. (1 sq. and \$1000.00 or less.)

Note a: Some items above may require a building permit if the building is in a flood zone or part of a greater project.

*Issuance of a Building Permit is **NOT** a license to exceed the Scope of Work listed on the Permit Application. Any change to the scope of work must be first approved by the Building Official, and the scope of work list on the permit must be corrected.*

When in doubt about whether a permit is required in the
City of Sarasota, please call the City Building Department at (941)954-4156