

Residential

Work Requiring a Building Permit

- New Construction, Additions, Remodeling, & Change of Use.
- Any Structure in Special Flood Hazard Area.
- Boat Houses.
- Bulkheads/Retaining Wall (over 2 ft. in ht.)
- Adding / Replacing Windows or Doors.
- Roofing and Siding.
- Stucco on Wood Framed Buildings
- Pools 24" deep or more

ELECTRICAL

- Service Change-outs and Upgrades
- Replacing Electrical Systems or Wiring
- Adding New Wiring, Fixtures or Devices

MECHANICAL

- Replacing AC / Heat Pumps / Furnaces
- Adding New Mechanical Systems

PLUMBING

- Replacing Water Heaters
- Replacing Piping, Tubs or Showers
- Adding New Plumbing Fixtures or Piping

GAS

- Adding New Gas Appliances or Piping
- Replacing piping

Emergency Repairs

Emergency Repairs are allowed prior to the issuance of a permit. Application for the required permit must be made on the following business day and all work must comply with the Florida Building Code.



Planning & Development Services

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Commercial / Industrial Work Requiring a Building Permit

Constructing, adding, altering, repairing, relocating, moving or demolishing a structure, building or building systems. Permits and inspections are required for, but not limited to, the following:

- New Construction, Additions, Remodeling, Change of Use.
- Tenant Build-outs
- Accessory Buildings and Structures.
- Grading / Fill Work / Dredging.
- Accessible Routes or Parking (ADA).
- Commercial Docks & Boat Houses.
- Bulkheads/Retaining Wall.
- Replace/Add Windows or Doors.
- Replace/Add Electrical Systems, Wiring or Equipment.
- Replace/Add HVAC / Mechanical Systems.
- Replace/Add Plumbing Systems / Equipment / Piping.
- Replace/Add Gas Appliances or Piping.
- Tents 120 sq. ft. or greater.

Exception – When repairing or maintaining less than 10% of non-structural elements of a building or structure, such as: roof repairs, exterior cladding repair, interior wall and ceiling repair.

This brochure contains general information regarding requirements for permitting work regulated by the Florida Building Code.

It is the responsibility of each owner and/or contractor to comply with the applicable requirements for permitting and inspections. Please call our office if you have specific questions regarding your

When is a Permit Required?

Putnam County

Planning and Development Services

2509 Crill Avenue, Suite 300

Palatka, Florida 32177

(386) 329-0307



Work Requiring A Zoning Permit

Homeowners of Single Family Dwellings when for their own use or occupancy may perform code compliant construction for the following work without a permit or an inspection per Putnam County Amendments Section 8-21.

- Detached Residential Accessory Buildings such as: sheds, gazebos, or similar buildings 150 square feet or less with a maximum height of 12 feet (excludes aluminum and marine structures).
- Residential Wood Decks no greater than 150 square feet, between 15 ½" - 29 ½" above the finished grade and do not support a hot tub, spa or pool; and wood decks of any size providing the deck is no more than 15 ½" above the finished grade at any point.
- Manufactured Storage sheds (DCA) 150 square feet or less.
- Covered Entry Porch not exceeding 36 sq. feet and must be independent of the main use structure on HUD home



Work NOT Requiring A Building or Zoning Permit

Homeowners or Licensed Contractors may perform code compliant construction for the following work without a permit or an inspection providing the work complies with Putnam County Zoning requirements:

Building:

- Exterior concrete, sidewalks, driveways, patios or slabs as long as no future structure is erected on them.
- Repair of residential roof covering within any 12-month period not exceeding 25% of total roof area.
- Repair of residential exterior wall covering within any 12 month period not exceeding 25% of total exterior area.
- Repair of residential interior ceiling and wall covering within any 12 month period not exceeding 25% of total interior area.

Electrical:

- Replacing of residential light fixtures, ceiling fans, outlets, receptacles, or other similar devices.

Gas:

- Portable heating appliance
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

- Portable heating appliance.
- Portable ventilation equipment.
- Portable cooling unit.
- Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
- Replacement of any part that does not alter its approval or make it unsafe.
- Portable evaporative cooler
- Self-contained refrigeration system containing 10 pounds (5 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.
- The installation, replacement, removal of metering of any load management control device.

Plumbing:

- Replacing of sinks, vanity, toilets or other fixture on the discharge side of the shut-off valve not requiring additional piping, drains or vents.
- Stopping leaks, providing no alteration, replacement, or reconfiguration of existing piping, valves, drains or vents is done or is required to be done.
- Clearing of drains, providing repair being performed does not require replacement, alteration or reconfiguration of existing pipes, vents or cleanouts.

