



Permit Information

The City of Belleair Bluffs contracts with Pinellas County for permitting and inspections. To obtain a Pinellas County Building Permit and Inspection, you must obtain a City of Belleair Bluffs Pre-Permit.

Permits can be submitted via email to admin@belleairbluffs-fl.gov

Requirements for completion of the Pre-Approval Letter:

- Driver's License
- PCCLB License
- Homeowners Affidavit (*if necessary*)
- Site plans or drawings (*if necessary*)
- Impervious Worksheet (*if necessary*)
- Current Survey (*if necessary*)
- NPDES Application and Inspection Fee (*if necessary*)

Construction plans shall include the following:

1. Average Existing Property Grade Level.
Defined as the ground level of the area encompassed by the footprint of the structure, as determined by the highest point added to the lowest point divided by two. Measurements shall be made prior to any fill or re-grading of the property.
2. Building Height (Show Graphically).
Measured from Average Existing Property Grade Level to the top ridge or uppermost part of the roof, excluding the chimney and other projections of ornamental nature.
3. Front, Side, and Rear Yard Building Setbacks.
4. For Non-Residential Development, show the existing and proposed Floor Area Ratio (FAR) and Impervious Surface Ratio (ISR).

PINELLAS COUNTY RESOURCES

Building Department – 727-464-3888

Construction Licensing Board – 727-582-3100

Tree Removal/Environmental/Habitat Permit – 727-464-3480

FREQUENTLY ASKED QUESTIONS

1. What paperwork is required to obtain a Pre-Approval Letter?
A completed Pre-Permit application, copy of Driver's License, copy of valid PCCLB, and any site plans or architectural drawings. Some permits may require additional documentation.
2. Can I pull my own permit? What work can I do as an owner?
The City of Belleair Bluffs and Pinellas County require a permit for any new building, addition, remodeling, or demolition, or work more than \$500.00 *OR* which would require an inspection. As the owner of a residential property, you may act as your own contractor and do the work yourself, if the home is for your own use, it is not for sale or lease and the work does not require a licensed contractor. A property owner **cannot** pull a permit for work done in a condominium or commercial property; it must be a licensed contractor.
3. Do I need a permit for a fence?
Yes. A permit is required for fence replacement or any repair of existing fences exceeding 50% or more of the value of the existing fence. (Article XIX. Fences). A survey is required showing where the fence is being installed.
4. Do I need a permit for a driveway?
Yes. A right-of-way permit is required for any new or extension of a driveway. You must comply with all land use and environmental regulations. In addition, an impervious worksheet, current survey, and completed NPDES form are required.
5. Do I need a permit for an above-ground pool?
Yes.
6. What are the regulations for dumpsters?
Contractors may use their own dumpsters or trailers to remove debris. They must be removed from the premises each night. Any vendor can provide dumpsters under 10 yards. Waste Management must supply any size dumpsters larger than 10 yards, as they are the City's authorized provider per Belleair Bluffs Code of Ordinance Sec. 130-3. These larger dumpsters can remain on premises throughout the job.



CITY OF BELLEAIR BLUFFS
 2747 Sunset Boulevard
 Belleair Bluffs, FL 33770
 Tel: 727-584-2151
 Email: admin@belleairbluffs-fl.gov

OFFICIAL USE	Initial	Date
RECEIVED		
COBB Permit #		
ISR %		

PRE-PERMIT LETTER

Contractor Providing the Work: _____
Point of Contact Name, Telephone # and Email address

Property Owner Contact Information: _____
Owner Name, Telephone # and Email address

BUILDING	PLUMBING	ELECTRICAL	MECHANICAL	ROOFING	FENCE	SIGN	OTHER
<u>SCOPE OF WORK (include FL#'s or Product Codes):</u>							

- Include Plans or Architectural Drawings to scale and survey if applicable.
 For Non-Residential Development, show the existing and proposed Floor Area Ratio (FAR) and Impervious Surface Ratio (ISR)

Projected Cost: _____	Land Use: _____	Parcel ID: _____
Site Address: _____		
Bldg. Setbacks: _____	Side Yard: _____	Rear Yard: _____
Front Yard: _____		
Bldg. Height _____	From Avg Existing Grade -Show Graphically _____	Flood Zone: <u> X </u>
ISR: _____	% BFE: _____	DFE: _____
<u>Sub-Contractors</u> **Permit holder ensures all subcontractors are registered with the City of Belleair Bluffs**		
Electrical	_____	
Mechanical	_____	
Plumbing	_____	
Roofing	_____	
Sign	_____	
Swimming Pool	_____	
Other	_____	

NOTICE: This signed application must be submitted to Pinellas County Building Dept. for appropriate permits. It is the responsibility of the contractor to call the PC building department for all necessary inspections.

ALL CONTRACTORS CONTACT **WASTE MANAGEMENT OF FLORIDA, INC. 727-572-8779** TO MAKE ARRANGEMENTS FOR DUMPSTERS OVER **10 YARDS**. ALL OTHERS MUST BE REMOVED EACH NIGHT. (SEC. 130.3)
 ALL CONTRACTORS MUST ABIDE BY **NPDES REGULATIONS** (B.B. ORDINANCES SEC. 102.60; 102.88, 90,117; 133.2-9)

The Contractor below has permission from the City of Belleair Bluffs to apply to Pinellas County for a permit:

X. _____
 Signed _____ Date _____
 (Contractor or Homeowner) (City Representative)