



**Construction Services & Permitting**  
**FEMA Substantial Improvement/  
Damage Review Package**

Permit Application Number \_\_\_\_\_

Parcel ID Number \_\_\_\_\_

Property Address \_\_\_\_\_

City & Zip Code \_\_\_\_\_

Name of Owner \_\_\_\_\_

Owner's Phone Number \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Name of Co-Owners \_\_\_\_\_

Name of Contractor \_\_\_\_\_

Name of Architect \_\_\_\_\_

FIRM Community Panel Number \_\_\_\_\_ FIRM Index Date \_\_\_\_\_

Flood Zone \_\_\_\_\_ Required Base Flood Elevation \_\_\_\_\_

Top Elevation of Bottom Floor (including basement or enclosure) \_\_\_\_\_

**PLEASE INITIAL APPROPRIATE STATEMENT(S)**

\_\_\_\_\_ I am attaching an appraisal report of my property.

\_\_\_\_\_ I am not submitting an appraisal report of my property.

\_\_\_\_\_ I accept the Market Value Estimate, based on County tax records, of the City of St. Petersburg.

\_\_\_\_\_ I accept the attached estimated cost of construction as fair cost of repair or improvement for my home.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Owner

\_\_\_\_\_  
Date

# **SUBSTANTIAL IMPROVEMENT OR DAMAGE**

If you are rebuilding your home after a storm, renovating, remodeling, or adding an addition to your home, here is information you need to know concerning

## **The 49% RULE**

If your home or business is below the Design Flood Elevation (DFE), which is determined by the information on your "Elevation Certificate," St. Petersburg has flood damage prevention regulations that may affect how you remodel, renovate or add on to your building. If your home or business sustained structural and/or interior and exterior damage, or if you plan improvements, these regulations may affect how you rebuild. These laws are required by the National Flood Insurance Program to protect your lives and investments from future flood damages. Our community must adopt and enforce these laws in order for federally-backed flood insurance to be made available to community residents and property owners.

### **TO SAVE YOURSELF TIME, AGGRAVATION AND MONEY, PLEASE READ THE FOLLOWING INFORMATION.**

If a building has been determined to be "substantially damaged" or "substantially improved," it must be brought into compliance with the Florida Building Code (FBC), ASCE 24 and the City of St. Petersburg's flood damage prevention regulations, whichever is more restrictive, including elevating the building to or above the DFE.

√ **SUBSTANTIAL DAMAGE** means damage of any origin sustained by a structure whereby the cost of restoring the structure to its "before-damage condition" would **equal or exceed 49%** of the market value of the structure before the damage occurred.

**Note: the cost of the repairs must include all costs necessary to fully repair the structure to its before-damage condition.**

√ **SUBSTANTIAL IMPROVEMENT** means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which **equals or exceeds 49%** of the market value of the structure before the "start of construction" of the improvement.

The City of St. Petersburg, following National Flood Insurance Program requirements, has the responsibility to determine “substantial damage” and “substantial improvement” and has implemented the following procedures:

1. The City of St. Petersburg will estimate market value by using the tax assessment value of your structure (excluding the land).

If you disagree with this estimate of Market Value, you may hire a state licensed appraiser and submit a certified comparative property appraisal for the adjusted depreciated value of the structure. If the appraisal exceeds the “estimated market value” it may be necessary to have the appraisal reviewed by an independent review appraiser to assure the value established by the appraisal represents the fair market value of the structure.

2. You must submit to the City of St. Petersburg a complete, detailed, and itemized (materials and labor) cost estimate of any combination of repairs, reconstruction, rehabilitation, additions, remodeling, alteration and/or improvements to your home/structure.

The City of St. Petersburg will evaluate the cost of improvements or repairs and determine if they are fair and reasonable. The cost for the proposed improvement must represent the current market value of the work and material. As a guide, the City of St. Petersburg will use Building Code Valuation Tables published by major building code groups as approved by the Building Official. When using this data, it should be noted that these are average costs based on typical construction methods, and have been adjusted based on regional modifiers. A copy of this data is available from the City of St. Petersburg Construction Services and Permitting Division. For damage repairs, pre-storm prices and rates will be utilized.

If an appraisal has been submitted, the square foot “replacement cost new” values used in the appraisal are used to determine the market value of the work and materials for improvements.

3. If your home is determined to have “substantial damage” or is proposed to be “substantially improved,” an Elevation Certificate must be submitted to the City of St. Petersburg to determine the lowest floor elevation. Garages and carports are not considered to be the “lowest floor.”

If the lowest floor is below the DFE, the building must be elevated to or above that level. Likewise, all electrical and mechanical (heating and cooling, etc.), bathrooms, and laundry rooms must be elevated to or above the DFE. Only parking, building access, and limited, incidental storage is allowed below the flood level. Non-residential buildings may be “flood-proofed” instead of being elevated.

4. The Building Official may require a investigative inspection for any project to document the pre-improvement condition of the structure.

# **SUBSTANTIAL IMPROVEMENT OR DAMAGE**

## **ITEMS TO BE EXCLUDED**

- \* Items not attached to the structure, any site items, accessory structures, loose debris.
- \* Plans and specifications
- \* Survey costs
- \* Permit fees
- \* Debris removal (removal of debris from building or lot, dumpster rental, transport fees to landfill and landfill tipping fees), and clean up (dirt and mud removal, building dry out, etc.)
- \* Items not considered real property such as throw rugs, furniture, refrigerators, stoves not built-in, etc.
- \* **OUTSIDE IMPROVEMENTS, INCLUDING:**
  - \* Landscaping
  - \* Sidewalks
  - \* Fences
  - \* Yard lights
  - \* Swimming pools and associated equipment, e.g., pumps, heaters, etc.
  - \* Screened pool enclosures
  - \* Sheds
  - \* Gazebos
  - \* Detached structures (including garages)
  - \* Landscape irrigation system

# **SUBSTANTIAL IMPROVEMENT OR DAMAGE**

## **ITEMS TO BE INCLUDED**

### **\* ALL ITEMS ATTACHED TO STRUCTURE**

### **\* ALL STRUCTURAL ELEMENTS, INCLUDING:**

- x Spread or continuous foundation footings and pilings
- x Monolithic or other types of concrete slabs
- x Bearing walls, tie beams, and trusses
- x Wood or reinforced concrete decking or roofing
- x Floors and ceilings
- x Attached decks and porches
- x Interior partition walls
- x Exterior wall finishes (brick, stucco or siding) including painting and decorative moldings
- x Windows and doors
- x Re-shingling or re-tiling a roof
- x Hardware

### **\* ALL INTERIOR FINISH ELEMENTS, INCLUDING:**

- x Tiling, linoleum, stone, or carpet
- x Bathroom tiling and fixtures
- x Wall finishes (drywall, painting, stucco, plaster, paneling, marble, or other decorative finishes)
- x Kitchen, utility, and bathroom cabinets
- x Built-in bookcases, cabinets, and furniture
- x Hardware
- x Mirrors

### **\* ALL UTILITY AND SERVICE EQUIPMENT, INCLUDING:**

- x HVAC equipment
- x Repair or reconstruction of plumbing and electrical services
- x Lighting fixture and ceiling fans
- x Security systems
- x Built-in kitchen appliances
- x Central vacuum systems
- x Water filtration, conditioning, or re-circulation systems
- x Permanently installed insect protection system
- x Intercom system
- x Permanently installed stereo speakers and systems
- x Theater systems

### **ALSO:**

- x Labor and other costs associated with demolishing, removing, or altering building components
- x Overhead and profit

**NOTE: Additional information may be necessary to substantiate fair cost of repair or improvement.**

# COST BREAKDOWN\*

**\*A dollar value is required for both labor and material for each category listed including but not limited to the following:**

LEGEND
LS - Lump Sum
SF - Square Foot
LF - Linear Foot
SQ - Roof Square
SY - Square Yard

## Demolition

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Slab on Grade

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ SF \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Foundation & Structural Steel

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ LF \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Masonry Wall

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ SF \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Lumber/Framing

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Truss/Rafters

\$ \_\_\_\_\_ Labor

# of engineered trusses \_\_\_\_\_ # of rafters \_\_\_\_\_ size \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## Finish Carpentry

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## COST BREAKDOWN (CONT.)

### Roofing type

- |                                  |                                 |   |                                  |
|----------------------------------|---------------------------------|---|----------------------------------|
| <input type="checkbox"/> Tile    | <input type="checkbox"/> Flat   | <input type="checkbox"/> Addition Only      | <input type="checkbox"/> Entire  |
| <input type="checkbox"/> Shingle | <input type="checkbox"/> Gravel | <input type="checkbox"/> Entire House       | <input type="checkbox"/> Partial |
| <input type="checkbox"/> Metal   |                                 | <input type="checkbox"/> Existing Structure |                                  |

### Description

Total # of squares \_\_\_\_\_ Quantity \_\_\_\_\_ SQ \$ \_\_\_\_\_ Labor  
\$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Stucco

- Masonry  Frame w/Wire Lath  With Stone/Brick

Description \_\_\_\_\_ Quantity \_\_\_\_\_ SY \$ \_\_\_\_\_ Labor  
(desc. cont.) \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Siding/Soffit/Fascia

- |                                       |              |
|---------------------------------------|--------------|
| <input type="checkbox"/> Cementitious | Siding _____ |
| <input type="checkbox"/> Wood         | Soffit _____ |
| <input type="checkbox"/> Vinyl        | Fascia _____ |
| <input type="checkbox"/> Aluminum     |              |

Description \_\_\_\_\_ Quantity \_\_\_\_\_ SF \$ \_\_\_\_\_ Labor  
(desc. cont.) \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Cabinets

- Re-Laminate  
 Laminate  
 Modular  
 Wood  
 Custom

### Tops

- Re-Laminate  
 Laminate  
 Tile  
 Solid  
 Granite  
 Other \_\_\_\_\_

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LF \$ \_\_\_\_\_ Labor  
\$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Appliances Built In (new or replaced):

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Clothes Dryer   | <input type="checkbox"/> Water Heater |
| <input type="checkbox"/> Dishwasher      | <input type="checkbox"/> Wine Cooler  |
| <input type="checkbox"/> Disposal        | <input type="checkbox"/> Range        |
| <input type="checkbox"/> Trash Compactor | <input type="checkbox"/> Oven         |
| <input type="checkbox"/> Washing Machine | <input type="checkbox"/> Other _____  |

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Labor  
(desc. cont.) \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Elevator/Chair Lift

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Labor  
(desc. cont.) \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## COST BREAKDOWN (CONT.)

### Gas

LP

Natural

\$ \_\_\_\_\_ Labor

Description \_\_\_\_\_ Quantity \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Plumbing

Number of Baths:

New \_\_\_\_\_

Remodeled \_\_\_\_\_

\$ \_\_\_\_\_ Labor

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Plumbing Fixtures

	# of Fixtures:	Manufacturer	Detailed Description	
Lav.	New	_____	_____	
	Replaced	_____	_____	
Toilet	New	_____	_____	
	Replaced	_____	_____	
Shower	New	_____	_____	
	Replaced	_____	_____	
Tub	New	_____	_____	
	Replaced	_____	_____	
Bidet	New	_____	_____	
	Replaced	_____	_____	
Kit.Sink	New	_____	_____	\$ _____ Labor
	Replaced	_____	_____	\$ _____ Mat.

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Electrical

# of New Circuits

60 AMP \_\_\_\_\_

New Service Size \_\_\_\_\_

50 AMP \_\_\_\_\_

New Panel Size \_\_\_\_\_

40 AMP \_\_\_\_\_

Sub Panel \_\_\_\_\_

30 AMP \_\_\_\_\_

20 AMP \_\_\_\_\_

15 AMP \_\_\_\_\_

\$ \_\_\_\_\_ Labor

Description of work \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
 (desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off



# COST BREAKDOWN (CONT.)

## Electrical Fixtures

# of Fixtures \_\_\_\_\_  
Ceiling Fans \_\_\_\_\_  
Dimmers \_\_\_\_\_  
Duplex Receptacles \_\_\_\_\_  
Light Fixtures \_\_\_\_\_  
Lights Recessed \_\_\_\_\_  
Satellite Dishes \_\_\_\_\_  
Security System \_\_\_\_\_  
Smoke Detectors \_\_\_\_\_  
Switches \_\_\_\_\_  
Other\* \_\_\_\_\_

\$ \_\_\_\_\_ Labor

\* Please Provide Detailed Description \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
(desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

---

## HVAC

Add Supply R/A No New Equipment

# of Supplies \_\_\_\_\_  
# of Returns \_\_\_\_\_

New Split A/C for Addition Only

Size Ton \_\_\_\_\_  
Heat \_\_\_\_\_  
Seer Rating \_\_\_\_\_

New Split A/C Entire House

Size Ton \_\_\_\_\_  
Heat \_\_\_\_\_  
Seer Rating \_\_\_\_\_

\$ \_\_\_\_\_ Labor

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
(desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

---

## Doors

# of Units

Entry \_\_\_\_\_  
Sliding Glass \_\_\_\_\_  
Garage \_\_\_\_\_  
French \_\_\_\_\_  
Interior Doors \_\_\_\_\_

\$ \_\_\_\_\_ Labor

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_ Mat.  
(desc. cont.) \_\_\_\_\_

Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

## COST BREAKDOWN (CONT.)

### Windows

	#	Manufacturer	Type	Impact Resistant
New	_____	_____	_____	_____
Replacement	_____	_____	_____	_____
Skylights	_____	_____	_____	\$ _____ Labor
Description _____ (desc. cont.) _____	_____	_____	Quantity _____ LS	\$ _____ Mat.
Labor and Material Total				\$ _____
Source of value: <input type="checkbox"/> Sub-Cont.Estimate <input type="checkbox"/> Sub-Cont.Detailed Bid <input type="checkbox"/> Sq. Ft. Method <input type="checkbox"/> Detailed Labor and Material Take-Off				

---

### Insulation

Type _____	Quantity _____	SF	\$ _____ Labor	
Description _____	_____	_____	\$ _____ Mat.	
Labor and Material Total			\$ _____	
Source of value: <input type="checkbox"/> Sub-Cont.Estimate <input type="checkbox"/> Sub-Cont.Detailed Bid <input type="checkbox"/> Sq. Ft. Method <input type="checkbox"/> Detailed Labor and Material Take-Off				

---

### Dry Wall

# of Boards _____	Plaster _____	Quantity _____	LS	\$ _____ Labor
Description _____	_____	_____	_____	\$ _____ Mat.
Labor and Material Total				\$ _____
Source of value: <input type="checkbox"/> Sub-Cont.Estimate <input type="checkbox"/> Sub-Cont.Detailed Bid <input type="checkbox"/> Sq. Ft. Method <input type="checkbox"/> Detailed Labor and Material Take-Off				

---

### Fireplace

Manufacturer _____	Site _____	_____	\$ _____ Labor	
<input type="checkbox"/> Gas <input type="checkbox"/> Wood Burning	_____	Quantity _____	LS	\$ _____ Mat.
Description _____	_____	_____	_____	\$ _____
Labor and Material Total				\$ _____
Source of value: <input type="checkbox"/> Sub-Cont.Estimate <input type="checkbox"/> Sub-Cont.Detailed Bid <input type="checkbox"/> Sq. Ft. Method <input type="checkbox"/> Detailed Labor and Material Take-Off				

---

### Interior

<input type="checkbox"/> Painting	_____	_____	\$ _____ Labor	
<input type="checkbox"/> Wood Paneling	_____	_____	_____	
<input type="checkbox"/> Wall Paper	_____	_____	_____	
<input type="checkbox"/> Tile	_____	_____	\$ _____ Labor	
Description _____ (desc. cont.) _____	_____	Quantity _____	LS	\$ _____ Mat.
Labor and Material Total				\$ _____
Source of value: <input type="checkbox"/> Sub-Cont.Estimate <input type="checkbox"/> Sub-Cont.Detailed Bid <input type="checkbox"/> Sq. Ft. Method <input type="checkbox"/> Detailed Labor and Material Take-Off				

## COST BREAKDOWN (CONT.)

### Exterior Painting

Description of work \_\_\_\_\_ Quantity \_\_\_\_\_ \$ \_\_\_\_\_ Labor  
(desc. cont.) \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Floor Covering

Tile \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Wood \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Carpet \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Marble \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Stone \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Other \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Subtotal  
Total \_\_\_\_\_ SF \$ \_\_\_\_\_ Cost Total \$ \_\_\_\_\_ Labor

Description \_\_\_\_\_ \$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Stair Case

- Marble
- Concrete
- Wood
- Carpet
- Custom
- Pre-Manufactured Kit

Description (handrail, treads, risers, newel posts) \_\_\_\_\_ Quantity \_\_\_\_\_ LS  
\$ \_\_\_\_\_ Labor  
\$ \_\_\_\_\_ Mat.  
Labor and Material Total \$ \_\_\_\_\_

Source of value:  Sub-Cont.Estimate  Sub-Cont.Detailed Bid  Sq. Ft. Method  Detailed Labor and Material Take-Off

### Overhead & Profit

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_

### Contingency per contract

or

**Contingency of approx. 5% to  
allow for change orders and  
unforeseen field conditions**

Description \_\_\_\_\_ Quantity \_\_\_\_\_ LS \$ \_\_\_\_\_

# RECONSTRUCTION / IMPROVEMENT

## Designer or Architect/Engineer Affidavit

Parcel ID Number: \_\_\_\_\_

Name & Address of Designer or Architect/Engineer: \_\_\_\_\_

Phone Number: \_\_\_\_\_

License Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

I hereby attest to the fact that I prepared a set of Construction Plans and Specifications for the above mentioned property. The cost estimate attached hereto and signed by the Contractor and Owner has been reviewed by me. The materials listed as such in the estimate constitutes the entire amount of work to be constructed by the construction plans prepared under my supervision. I will not be held responsible for actions taken by the contractor, or the homeowner without my knowledge or approval. I understand that I am subject to enforcement action and/or fines if these construction plans are altered to increase the scope of work without prior authorization from the City of St. Petersburg.

The grade of materials may vary as to the Manufacturer but not to exceed the cost stated herein.

I understand that any permit issued by the City of St. Petersburg pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds or non-conforming uses or structures on the subject property.

Total Labor & Materials      \$ \_\_\_\_\_

Overhead & Profit \$ \_\_\_\_\_

Contingency      \$ \_\_\_\_\_

Total Cost      \$ \_\_\_\_\_

Architect's Signature: \_\_\_\_\_

State: \_\_\_\_\_

County: \_\_\_\_\_

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who is \_\_\_\_\_ personally known to me or has produced \_\_\_\_\_ as  
identification.

\_\_\_\_\_  
Notary Signature  
Commission expires:

(seal)

# RECONSTRUCTION / IMPROVEMENT

## Owner Affidavit

Parcel ID Number: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Contractor's License Number: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's Phone Number: \_\_\_\_\_

I hereby attest to the fact that the repairs/reconstruction and/or remodeling list submitted by my contractor for the Substantial Damage/Improvement Review are all of the damages/improvements sustained by this structure that will be done to the existing building; and that all additions, improvements, or repairs on the subject building are included in this construction estimate. No other contractor has made any repairs or reconstruction or additions or remodeling not included in the attached list.

Total Labor & Materials      \$ \_\_\_\_\_

Overhead & Profit              \$ \_\_\_\_\_

Contingency                      \$ \_\_\_\_\_

Total Cost                        \$ \_\_\_\_\_

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made repairs or improvements not included on the attached list of repairs to my home, or that I have included non-conforming or illegal structures/additions to the existing structure, without having presented plans for such additions. I understand that any permit issued by the City of St. Petersburg, pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds, or non-conforming uses or structures on the subject property.

Owner's Signature: \_\_\_\_\_

State: \_\_\_\_\_

County: \_\_\_\_\_

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who is \_\_\_\_\_ personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Signature  
Commission expires:

(seal)

# RECONSTRUCTION / IMPROVEMENT

## Contractor Affidavit

Parcel ID Number: \_\_\_\_\_

Name & Address of Contractor: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

License Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

I hereby attest to the fact that I personally inspected the above-mentioned property and produced the attached itemized list of repairs, reconstruction and/or remodeling list, which is hereby submitted for a Substantial Damage/Improvement Review. These damages/improvements are all of the damages/improvements sustained by this structure, and all additions, improvements, or repairs proposed on the subject building are included in this estimate.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made repairs or improvements not included on the attached list of repairs to this structure, or that I have included non-conforming or illegal structures/additions to the existing structure, without having presented plans for such addition. I understand that any permit issued by the City of St. Petersburg pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds, or non conforming uses or structures on the subject property.

*(See attached itemized list)*

Total Labor & Materials      \$ \_\_\_\_\_

Overhead & Profit              \$ \_\_\_\_\_

Contingency                      \$ \_\_\_\_\_

Total Cost                        \$ \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

State: \_\_\_\_\_

County: \_\_\_\_\_

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who is \_\_\_\_\_ personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Signature  
Commission expires:

(seal)