

CITY OF BONITA SPRINGS

Community Development Department
9220 Bonita Beach Road, Ste. 111
Bonita Springs, FL 34135
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COMMERCIAL PERMITTING PROCEDURES NEW CONSTRUCTION AND ADDITION

Plans that are prepared by a Florida registered architect or engineer shall be prepared in compliance with required wind loads and must contain a statement on the plan that the building/structure has been designed according to the 2023 Florida Building Code, 2023 Florida Fire Prevention Code, and 2020 National Electric Code. The following information shall be shown on the construction drawings:

1. Basic wind speed, mph, (m/s).
2. Wind importance factor (I) and building category.
3. Wind exposure - if more than one wind exposure is used, the wind exposure and applicable wind direction shall be indicated.
4. The applicable internal pressure coefficient.
5. Components and Cladding. The design wind pressures in terms of psf (kN/m²), to be used for the design of exterior component and cladding materials not specifically designed by the registered design professional.
6. Occupancy Classification(s).
7. Classification of building by construction type.
8. Building fire sprinklered statement.
9. Building height; number of stories and total floor area.
10. Fire resistance rating of building components.
11. Fire resistance rating of tenant separations.

COASTAL ZONE

1. If the property is located within a coastal zone area, a certified sealed survey indicating both Coastal Construction Zone lines, the Flood Zone requirement for the zone, and existing elevation of grade must be submitted with the application
2. If the property is located on a BARRIER ISLAND, 1.
 - a. a registered Florida architect or engineer must seal the construction drawings and the certified survey must address the COASTAL CONSTRUCTION ZONE in addition to flood zone, and
 - b. if plans include the addition or replacement of exterior lights and/or windows/glass the Exterior and Interior Sea Turtle Lighting Standards Verification Form signed by the owner must be submitted.
3. A certified elevation certificate will be required indicating the Flood Elevation prior to tie beam inspection on CBS structures or framing inspection on wood structures

NOTE: This form must be completed by your surveyor and returned to the Building Division with the Building Permit number listed on the form

SURVEY

A foundation/spot survey must be submitted prior to receiving any inspection above the foundation or first finished floor.

If the construction is located in a coastal area specific to the limitations under The City of Bonita Springs Land Development Code, the architect or engineer shall provide a statement of compliance with those applicable code sections. If plans are intended to be mastered, the engineer or architect shall indicate by a sealed letter or statement on the plans that he approves of the repetitive use of the plans for permitting or, if a case by case approval (by letter from the architect or engineer) specific to each application is required for permitting.

Commercial new construction and additions over 2500 square feet require four (4) sets of the following & (1) digital copy of plans:

1. Site plans to identify location of building.
2. 2023 Energy Calculations signed and sealed by Florida registered architect or engineer.
3. Signed and sealed construction drawings.
4. Manufacturers cut sheets for impact resistant windows, doors, garage doors and/or overhead doors and shutters including installation & design standards, any testing or compliance information available. **IF**

MASTERED, PROVIDE THE CITY OF BONITA SPRINGS MASTER #, ALONG WITH THE WINDOW/DOOR SCHEDULE OR SHUTTER MASTER #.

5. When applicable (out of a Fire District, requirement for Type of construction, or provision of a Development Order). Plans must show compliance with State of Florida Administrative Code 61G15-32 F. If structure is a Modular Building four (4) sets of Department of Community Affairs approved plans and a valid approval letter. Four (4) sets of signed and sealed foundation plans. Four (4) sets of construction details for a handicap ramp and/or stair.

If project deals with food, your project must be approved by Department of Business & Professional Regulations for Hotels and Restaurants. A final health inspection is required prior to Certificate of Occupancy. Our plans for construction do not require any approvals from their division.

Impact fees are figured by the Impact Coordinator prior to issuance.

Bonita Springs Fire Department: Additional permits could be required for gas, fire alarms, monitors, sprinkler systems, refrigeration, hoods, suppression, underground tanks, and others.

Copy of vegetation permit is required before building permit issuance (if required by Development Review.)

ADDITIONS UNDER 2500 SQ. FT. AND INTERIOR REMODELING

1. Interior Remodel/Change of Use requires one (1) site plan with parking layout and four (4) floor plans. Exterior remodels require four (4) site plans with parking layout. Additions require four (4) site plans with parking layout and four (4) floor plans.
2. Four (4) sets of construction plans (interior remodels not necessary to be sealed unless architecturally designed, structural work is being done, or job value exceeds \$75,000). All additions require an architect/engineer seal.