



Owner's Affidavit: Substantial Improvement or Repair of Substantial Damage

Permit number: _____

Property Address: _____

Parcel ID Number: _____

Owner's Name & Email: _____

Owner's Address/Phone: _____

Contractor: _____

Contractor's License Number: _____

Date of Contractor's Estimate: _____

I hereby attest that the description included in the permit application for the work on the existing building that is located at the property identified above is all of the work that will be done, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement. I further attest that I requested the above-identified contractor to prepare a cost estimate for all of the work, including the contractor's overhead and profit. I acknowledge that if, during the course of construction, I decide to add more work or to modify the work described, that the City of Doral will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I acknowledge receipt of the substantial improvement determination letter and have read and understand the Substantial Improvement and Substantial Damage definitions that begin on page 1 and continue on page 2. I acknowledge that future improvements and repairs will be counted cumulatively for 5 years from the date of the first improvement or repair after March 12, 2008.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Owner's Signature: _____

PRINT NAME: _____

Date: _____

Notary: _____



Contractor's Affidavit: Substantial Improvement or Repair of Substantial Damage

Permit number: _____

Property Address: _____

Parcel ID Number: _____

Contractor Name & Email: _____

Contractor Address/Phone: _____

Contractor Business Name: _____

Contractor's License Number: _____

Date of Contractor's Estimate: _____

I hereby attest that I have personally inspected the building located at the above-referenced address and discussed the nature and extent of the work requested by the owner, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement. At the request of the owner, I have prepared a cost estimate for all of the improvement work requested by the owner and the cost estimate includes, at a minimum, the cost elements identified by the City of Doral that are appropriate for the nature of the work. If the work is repair of damage, I have prepared a cost estimate to repair the building to its pre-damage condition. I acknowledge that if, during the course of construction, the owner requests more work or modification of the work described in the application, that a revised cost estimate must be provided to the City of Doral, which will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Contractor's Signature: _____

PRINT NAME: _____

Date: _____

Notary: _____



TO: Property Owners, Contractors, and Design Professionals

FROM: City of Doral Building Department (305) 593-6700

SUBJECT: Floodplain Management Notice for Work on Existing Buildings

Substantial Improvement/Substantial Damage Notice, Worksheet, and Affidavits

The City of Doral floodplain management ordinance #2015-01 specifies that all new buildings are required to meet specific elevation requirements for the flood zone in which they are located. The regulations also specify that substantial improvement of existing buildings (remodeling, rehabilitation, improvement, or addition) or buildings that have sustained substantial damage must be brought into compliance with the requirements for new construction.

Please note that a building may be substantially damaged by any cause, including fire, flood, high wind, seismic activity, land movement, or neglect. It is important to note that all costs to repair a substantially damaged building to its pre-damage condition must be identified. There are several aspects that must be addressed to achieve compliance with the floodplain management requirements. The requirements depend on several factors, including the flood zone at your property. The most significant compliance requirement is that the lowest floor, as defined in the regulations/code, must be elevated to or above the minimum elevations required by the current flood ordinance. A meeting with this department to review your proposed project, to go over the requirements, and to discuss how to bring your building into compliance may be necessary. For more information call the Floodplain Manager at (305) 593-6700.

City regulations define these terms:

Substantial damage means damage of any origin sustained by a building or structure whereby the cost of restoring the building or structure to its before-damaged condition would equal or exceed 50 percent of the market value of the building or structure before the damage occurred. The term also includes flood-related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on average, equals or exceeds 25 percent of structure before the damage occurred.

Substantial improvement means any combination of repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure taking place during a 5 year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the building or structure before the improvement or repair is started. For each building or structure, the 5 year period begins on the date of the first improvement or repair of that building or structure subsequent to March 12, 2008. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:



(1) Any project for improvement of a structure to correct existing violations of State or local health, sanitary, or safety code specifications that have been identified by the local code enforcement official and that are the minimum necessary to assure safe living conditions or

(2) Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

To make the substantial improvement or substantial damage determination, the cost of the improvement or cost to repair the building to its pre-damage condition is divided by the market value of the existing building (excluding land, accessory structures, and landscaping).

$$\frac{\text{estimated cost of improvement or repair}}{\text{market value of building}} \geq 50\%$$

If the resulting ratio equals or exceeds 50 percent, the existing building must be brought into compliance with the floodplain management requirements for new buildings.

Please note:

Applications for permits to work on existing buildings that are located in Special Flood Hazard Areas must include the following:

You must provide

1. An estimate of the cost to perform the proposed improvements or repairs. If your building has been damaged, the cost estimate must include all work required to repair the building to its pre-damage condition. The cost estimate must include all labor and materials. If the work will be done by a contractor, the contractor's overhead and profit must be included. If the work will be done by the owner or volunteers, market rates must be used to estimate the cost of materials and the value of labor. Attached to this notice is a list of costs that must be included and costs that are excluded. After we review the cost estimate, we may require that it be broken down to show all materials and labor estimates.
2. An Elevation certificate
3. Current photographs of the exterior (front, rear, sides)
4. If your building has been damaged, include photographs of the interior and exterior; provide pre-damage photos of the exterior, if available
5. A detailed description of the proposed improvement (rehabilitation, remodeling, addition, etc.) or repairs
6. A notarized Owner's affidavit
7. A notarized Contractor's affidavit
8. **(Optional)** A market value appraisal of the building that is prepared by a Florida Licensed or Certified appraiser according to standard practices of the profession. We will review the



appraisal to determine that it accurately describes your building and does not include the value of the land, accessory buildings, and landscaping. **If you choose not to submit an appraisal**, we will use the tax assessment value of your building as the estimate of the market value of the building before the work is performed. If you have any questions regarding this information, please contact the Floodplain Manager at (305) 593-6700.

Costs for Substantial Improvements and Repair of Substantial Damage

Included Costs

Items that must be included in the costs of improvement or costs to repair are those that are directly associated with the building. The following list of costs that must be included is not intended to be exhaustive, but characterizes the types of costs that must be included:

- Materials and labor, including the estimated value of donated or discounted materials and owner or volunteered labor
- Site preparation related to the improvement or repair (foundation excavation, filling in basements)
- Demolition and construction debris disposal
- Labor and other costs associated with demolishing, moving, or altering building components to accommodate improvements, additions, and making repairs
- Costs associated with complying with any other regulation or code requirement that is triggered by the work, including costs to comply with the requirements of the Americans with Disabilities Act (ADA)
- Costs associated with elevating a structure to an elevation that is lower than the BFE
- Construction management and supervision
- Contractor's overhead and profit
- Sales taxes on materials
- Structural elements and exterior finishes, including:
 - Foundations (e.g., spread or continuous foundation footings, perimeter walls, chainwalls, pilings, columns, posts, etc.)
 - Monolithic or other types of concrete slabs
 - Bearing walls, tie beams, trusses
 - Joists, beams, subflooring, framing, ceilings



- Interior non-bearing walls
- Exterior finishes (e.g., brick, stucco, siding, painting, and trim)
- Windows and exterior doors
- Roofing, gutters, and downspouts
- Hardware
- Attached decks and porches
- Interior finish elements, including:
 - Floor finishes (e.g., hardwood, ceramic, vinyl, linoleum, stone, and wall-to-wall carpet over subflooring)
 - Bathroom tiling and fixtures
 - Wall finishes (e.g., drywall, paint, stucco, plaster, paneling, and marble)
 - Built-in cabinets (e.g., kitchen, utility, entertainment, storage, and bathroom)
 - Interior doors
 - Interior finish carpentry
 - Built-in bookcases and furniture
 - Hardware
 - Insulation
- Utility and service equipment, including:
 - HVAC equipment
 - Plumbing fixtures and piping
 - Electrical wiring, outlets, and switches
 - Light fixtures and ceiling fans
 - Security systems
 - Built-in appliances



- Central vacuum systems
- Water filtration, conditioning, and recirculation systems

Excluded Costs

Items that can be excluded are those that are not directly associated with the building. The following list characterizes the types of costs that may be excluded:

- Clean-up and trash removal
- Costs to temporarily stabilize a building so that it is safe to enter to evaluate required repairs
- Costs to obtain or prepare plans and specifications
- Land survey costs
- Permit fees and inspection fees
- Carpeting and re-carpeting installed over finished flooring such as wood or tiling
- Outside improvements, including landscaping, irrigation, sidewalks, driveways, fences, yard lights, swimming pools, pool enclosures, and detached accessory structures (e.g., garages, sheds, and gazebos)
- Costs required for the minimum necessary work to correct existing violations of health, safety, and sanitary codes
- Plug-in appliances such as washing machines, dryers, and stoves

Please contact the Floodplain Manager at (305) 593-6700 if you have questions about the substantial improvement and substantial damage requirements. Your building may have to be brought into compliance with the floodplain management requirements for new construction.