

Permit Exemption Policy for Residential Properties (HB803)

What Sanford Homeowners and Contractors Need to Know about HB 803

The Florida Legislature has enacted HB 803, which takes effect July 1, 2026, and establishes two new building permit exemptions for single-family residential properties. The City of Sanford Building Division is providing the following information to help residents and contractors understand when these exemptions apply and how to request them.

What are the exemptions?

Exemption 1: Residential Construction Permit Exemptions

Under HB 803, certain non-structural residential construction projects may qualify for a permit exemption.

Key Requirements:

- The Total Value of the project must be less than \$7,500.
- It is prohibited to divide a larger project into smaller projects to avoid permit requirements
- This exemption does not apply to the following (this list is not all-inclusive):
 - Properties located in a flood zone or flood hazard area
 - Electric Work
 - Plumbing Work
 - Mechanical Work
 - Gas Work
 - Structural Work, including (but not limited to):
 - Window and/or Door Replacements
 - Roofing
 - Soffits
 - All Structural modifications

To qualify for the exemption, applicants must submit a written request to the City's Building Official. This can be done by applying for a Permit Exemption through the Citizenserve portal. A copy of a signed contract including an itemized cost breakdown must be provided. Final determination is up to the sole discretion of the Building Official.

Exemption 2: Temporary Flood Barrier Exemptions

HB 803 also establishes a permit exemption for certain temporary flood barriers installed at single-family homes, two-family dwellings, and townhouses. To qualify, the barrier must be non-load-bearing, uninhabitable, installed by a properly licensed contractor, and comply with applicable zoning, drainage, easement, and setback requirements.

Properties located wholly or partially within a flood hazard area are not eligible for this exemption.

Applicants seeking a flood barrier exemption must submit a written request, contractor documentation, and plans identifying the location and type of barrier being installed.

How to apply for one of the exemptions?

Contractors or the Property Owner must apply by logging on to the permitting portal at www.citizenserve.com/sanford

The process for applying is like a normal permit submittal, with the permit type titled “Permit Exemption”

Required documentation that will be required to be uploaded must be in .pdf format and include:

- A completed Permit Exemption Form
- A signed contract including an itemized cost breakdown
- Any additional documentation that the applicant feels will help with the determination
- (For Exemption 2) – Plans identifying the location and type of barrier being installed

The Building Official will review the request, which can take up to 5 business days.

Once completed, the applicant will receive an email notifying them of the final determination. All decisions are final.

Please Note: If Approved, the Exemption Form will be stamped as APPROVED by the Building Official. This form will need to be printed out by the applicant.

Documentation Required On-Site

For all approved exemptions, a copy of the Exemption Form stamped and approved by the Building Official must remain on-site throughout construction and be available for review by Code Enforcement personnel. Failure to maintain the approved exemption documentation on-site may result in the issuance of a Stop Work Order.

Important Notice

Work performed under an approved permit exemption will not be inspected by City staff. Property owners and contractors are responsible for ensuring all exempt work complies with applicable laws, regulations, and building standards. Failure to do so can result in Code Enforcement Action and/or revoking the exemption approval.

Residents and contractors seeking additional information or exemption request forms are encouraged to contact the City of Sanford Building Division by email at building@sanfordfl.gov or by visiting www.citizenserve.com/sanford