Permit Guide for Projects on Okaloosa Island

Department of Growth Management ***March 2012***

Any development project on Okaloosa Island requires approval from the Okaloosa Island Leaseholder's Association Architectural Review Committee. The review process ensures that Okaloosa Island Protective Covenants and Restrictions are met.

The Okaloosa Island Leaseholder's Association Architectural Review Committee meets at 9:00 am every Thursday in the Visitor's Welcome Center, 1540 Miracle Strip Parkway, adjacent to Beasley Park on Okaloosa Island.

Per the Okaloosa County Land Development Code, Ordinance 91-1, as amended, Chapter 3:

3.01.00 SUBDIVISION OF OKALOOSA ISLAND.

3.01.01 Subdivision of Santa Rosa Island: The "Subdivision of Santa Rosa Island, Okaloosa County, Florida," is exempt from the provisions of this ordinance as it relates to zoning, the Schedule of Dimensional Requirements in Chapter 2, and other matters, wherein the covenants conflict with this ordinance.

3.01.02 Exceptions: Except as stated hereinabove provisions of this ordinance such as parking, storm water management, code enforcement and the like apply to Okaloosa Island.

3.01.03 Zoning Requirements: Zoning requirements and all other matters regarding land development on the Island shall be in accordance with the plats on file in the Public Records of Okaloosa County, Florida together with the Protective Covenants and Restrictions and also together with all ordinances pertaining to this particular subdivision. Areas designated as parks, beaches and freeways (B-4) will be maintained strictly in accordance with the leasehold covenants for public recreational purposes.

3.01.04 Projects: Projects on Okaloosa Island are categorized as incidental, minor or major.

3.01.041 Incidental Projects: Incidental projects shall require the issuance of building permits as required by this ordinance. Review by the Okaloosa Island Leaseholders Association Architectural Review Committee shall not be required, nor shall approval by the Board of County Commissioners be required. Incidental projects constitute developmental activities that propose no change of footprint to existing commercial structures and no change of use to land or existing residential or commercial structures. Incidental projects include activities such as single-family interior renovations, commercial development activities which do not increase the square footage of existing facilities or those which do not alter the land use activity.

Incidental project shall be reviewed by county technical staff for compliance with applicable codes and the Okaloosa Island Protective covenants and Restrictions.

3.01.042 Minor Projects: Minor projects shall require a review by the Okaloosa Island Leaseholders Association Architectural Review Committee and county technical staff prior to the issuance of building permits as required by this ordinance. Approval by the Board of County Commissioners shall not be required. Minor projects constitute development activities such as: Home occupation activities, given that requirements of the home occupation code are met; and sign construction and erection, given that the requirements of the sign code and the Okaloosa Island Protective Covenants and Restrictions are complied with, construction of single family docks and seawalls, pools and gazebos, single-family

additions, single-family renovations, residential accessory structures and commercial accessory structures that do not increase the intensity of the commercial activity.

3.01.043 Major Projects: Major projects shall require a review by the Okaloosa Island Leaseholders Association Architectural Review Committee, county technical staff and approval by the Board of County Commissioner prior to the issuance of building permits as required by this ordinance. Major projects constitute those development activities which increase the square footage of existing commercial or change the land use activity of existing commercial or residential facilities; increase the height of existing commercial or residential facilities; and the construction of new commercial or residential facilities.

3.01.05 New Construction Projects: All new commercial and residential construction projects must meet concurrency management requirements.

3.01.06 Reference Section 2.1: Reference Section 2.1, Policy 10.1 (q) of the Okaloosa County Comprehensive Plan (Ordinance 90-1, as amended by Ordinance 00-03) for further information.

3.01.07 Removal of Sand: Removal of sand from Okaloosa Island is prohibited.

3.01.08 Violations and Enforcement: Reference Chapter 12 for violations of this ordinance and violations of the covenants.

3.01.09 Covenants and Restrictions: Where this ordinance and the leaseholders' covenants and restrictions conflict, the covenants and restrictions shall prevail.

3.01.10 Variances: Variances to the Okaloosa Island Protective Covenants and Restrictions may only be approved by the Board of County Commissioners pursuant to the provisions established in the Protective Covenants and Restrictions. Reference Part C. Residential Area Covenants of the Protective Covenants and Restrictions: when elevating buildings in compliance with the adopted Flood Insurance Rate Maps (FIRMs) Base Flood Elevation (BFE) designation, at the grade level shall not be considered a story, if not designed and used for livable space. The first elevated floor, at or above BFE shall be counted as the first story, upon review and approval by the Okaloosa Island Leaseholders Association Architectural Review Committee. The use of the ground or at grade floor shall be non-livable space and shall meet the construction standards for the V or AE flood hazard zones.

After receiving approval for the proposed project from the Okaloosa Island Leaseholder's Association Architectural Review Committee and Okaloosa County Board of County Commissioners, as required, see the respective Okaloosa County Department of Growth Management Permit Guide for additional requirements needed for permitting.

Note: Some circumstances may require additional information to be submitted.

For further information, please contact one of our offices:

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