



SUBSTANTIAL IMPROVEMENT/DAMAGE  
(THE 50% RULE)  
NOTICE TO PROPERTY OWNERS  
UPDATED 2/12/2019

Rebuilding your Home after the storm?  
Adding on, renovating, or remodeling your home?

**Here's information YOU need to know about the 50% Rule.**

If your home or business is below the minimum base flood elevation at Pensacola Beach, the Santa Rosa Island Authority (SRIA) has flood damage prevention regulations that may affect how you add on, remodel, or renovate. If your home or business sustained structural and/or interior damage, these regulations may affect how you repair. These regulations are required by the Santa Rosa Island Authority to protect your lives and investment from future flood damages. Our community must adopt and enforce flood damage prevention regulations in order for federally-backed flood insurance to be made available to our residents and property owners.

**Save yourself time, aggravation and money. Please read the following information:**

SUBSTANTIAL DAMAGE means damage of any origin sustained by a structure whereby the cost of restoring the structure to it's before damage condition would equal or exceed 50 percent 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 it's before damage condition.)

SUBSTANTIAL IMPROVEMENT means any combination of reconstruction, rehabilitation, addition, or other improvement of a building or structure, taking place during a 10 year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. For each building or structure, the 10 year period begins on the date of the first permit issued for the improvement or repair of that building or structure subsequent to the date of the ordinance (9/25/2015). Nonconforming structures may not be extended, expanded or enlarged with enclosed space, unless the nonconforming structure is first brought into compliance or the additions are code conforming. The term includes structures that have incurred "substantial damage", regardless of the actual repair. The term does not, however, include: (a) any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions. (b) Any alteration of a "historic structure" provided the alteration will not preclude the structure's continued designation as a "historic structure" and the alteration.

If the building is "substantially damaged" or "substantially improved" it must be brought into compliance with the SRIA flood damage prevention regulations, including elevating the building to at least three (3) feet above the minimum established base flood elevation, as shown on the current Flood Insurance Rate Map (FIRM). The SRIA, following National Flood Insurance Program requirements, has the responsibility to determine "substantial damage" and "substantial improvement" and has implemented the following procedures to do so:



1. The SRIA will estimate Market Value by using the tax assessment value of your structure (excluding the land), plus 20%. Example: Structure Assessment value x 120% = Estimated Market Value. If you disagree with this estimate of Market Value, you may hire a Florida licensed appraiser and submit a comparable property appraisal for the depreciated value of the structure.
2. You must obtain and submit to the SRIA, a detailed and complete cost estimate for the addition, remodeling, reconstruction or for repair of all the damages sustained by your home, prepared and signed by a licensed general contractor. The contractor must sign an affidavit indicating that the cost estimate submitted includes all damages or all improvements to your home, not just structural. (See copy attached.)

The SRIA will evaluate the cost of improvements or repairs and determine if they are fair and reasonable. For damage repairs, pre-storm prices and rates will be utilized. The cost of improvements or repairs does not include items not considered a permanent part of the structure. (i.e., plans, surveys, permits, sidewalks, pools, screens, fences, etc.) (See attached copy.)
3. If your home is determined to have “substantial damage” or is proposed to be “substantially improved”, then an Elevation Certificate must be submitted to the SRIA to determine the lowest floor elevation.
4. If the lowest horizontal structural member is below the BFE + 3, the building must be elevated to or above that level. Likewise, all electrical and mechanical equipment (heating and cooling, etc.), bathrooms, and laundry rooms must be elevated to or above the established base flood level. Only parking, building access and limited incidental storage is allowed below the flood level.
5. Building plans must be prepared to show how the building is to be elevated. These plans must be prepared and certified by a registered professional engineer or architect.
6. Following a presidential disaster declaration, the Small Business Administration may make loans available for both houses and businesses for purposes of elevating the structure to or above the BFE + 3. Proof of “substantial damage” from the SRIA is required.
7. Substantial improvement and substantial damage is cumulative over a 10 year period, beginning on the date of the first permit issued for the improvement or repair of that building or structure subsequent to the date of the ordinance (9/25/2015).



## SANTA ROSA ISLAND AUTHORITY

### ITEMS TO BE INCLUDED

#### All structural elements including:

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

#### All interior finish elements including:

Tiling, linoleum, stone, or carpet over sub-flooring  
Bathroom tiling and fixtures  
Wall finishes (e.g. Drywall, painting, stucco, plaster, paneling, marble, or other decorative finishes)  
Kitchen, utility and bathroom cabinets  
Built-in bookcases, cabinets, and furniture  
Hardware

#### All utility and service equipment including:

HVAC equipment  
Repair or reconstruction of plumbing and electrical services  
Light fixtures and ceiling fans  
Security systems  
Built-in kitchen appliances  
Central vacuum systems  
Water filtration, conditioning or recirculation systems

#### Also

Labor and other costs associated with demolishing, removing or altering building components, overhead and profit.



## SANTA ROSA ISLAND AUTHORITY

### ITEMS TO BE EXCLUDED

Plans and specifications  
Survey costs  
Permit fees

Debris removal (e.g., removal of debris from building or lot, dumpster rental, transport fees to landfill and landfill tipping fees), and clean-up (e.g., dirt and mud removal, building dry out, etc.)

Items not considered real property such as throw rugs (carpeting over finished floors), furniture, refrigerators, stoves not built-in, etc.

Outside improvements, including:

Landscaping  
Sidewalks  
Fences  
Yard lights  
Swimming Pools  
Screened pool enclosures  
Landscape irrigation systems



## ITEMS REQUIRED TO DETERMINE SUBSTANTIAL DAMAGE/IMPROVEMENT

Applicant must submit the following (MAKE SURE YOU HAVE EXTRA COPIES FOR YOUR FILES)

1. Complete the attached application
2. Detailed Cost of Improvement/Reconstruction Estimate and affidavit, signed by a General Contractor and a copy of his License certificate
3. Elevation Certificate or elevation survey
4. Current photos, or photos before and after the storm (if available)
5. Floor plan drawing (if available)
6. Owner's affidavit signed and dated
7. Contractor's affidavit signed and dated

## GUIDELINES TO COMPLETE THE ATTACHED RECONSTRUCTION/IMPROVEMENT COST ESTIMATE

Reconstruction/Repair Ratio = Percentage of item that must be repaired or reconstructed. (Example: the structure has 20 windows, only 10 were damaged and are being replaced; ratio should equal 50%)

ITEMS	COST Labor + Materials	% OF DAMAGE
Concrete, Form, Etc	\$4,500.00	40%
Carpentry Material	\$9,004.00	100%
Doors/Windows, Shutters	\$2,046.00	50%



**SANTA ROSA  
ISLAND AUTHORITY**

**APPLICATION FOR  
SUBSTANTIAL DAMAGE/IMPROVEMENT REVIEW**

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

Lot/Block/Subdivision: \_\_\_\_\_

Leaseholders Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City and Zip Code: \_\_\_\_\_

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

FIRM Panel: \_\_\_\_\_ Flood Zone: \_\_\_\_\_ BFE: \_\_\_\_\_

Lowest horizontal structural member: \_\_\_\_\_

I am attaching an appraisal report of my property, or Initials \_\_\_\_\_

I accept the SRIA Estimated Market Value Initials \_\_\_\_\_

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

**SIGNATURES:**

Leaseholder: \_\_\_\_\_

Date: \_\_\_\_\_

Co-Owner: \_\_\_\_\_

Date: \_\_\_\_\_



**SANTA ROSA  
ISLAND AUTHORITY**

**SUBSTANTIAL DAMAGE CALCULATIONS**

OWNERS NAME: \_\_\_\_\_ PROPERTY ADDRESS: \_\_\_\_\_

LOT \_\_\_ BLOCK \_\_\_ SUBDIVISION: \_\_\_\_\_

ITEM	COST MATERIALS+LABOR	% OF DAMAGE
FOUNDATION		
ROUGH CARPENTRY		
ROOFING		
DOORS/WINDOWS		
ELECTRIC ROUGH		
PLUMBING ROUGH		
HVAC ROUGH		
EXTERIOR FINISH CARPENTRY		
EXTERIOR FINISH (OTHER)		
INTERIOR FINISH CARPENTRY		
INSULATION/SHEET ROCK/PAINT		
ELECTRICAL FINISH		
PLUMBING FINISH		
HVAC FINISH		
FLOOR COVERING		
EQUIPMENT		
HVAC		
OTHER/PROFIT & OVERHEAD		
TOTAL:		

NOTES (Please note if reverse side of paper is used):

Signature of Contractor \_\_\_\_\_ Date \_\_\_\_\_



OWNER  
RECONSTRUCTION/IMPROVEMENT AFFIDAVIT

Leaseholder Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Contractors Name: \_\_\_\_\_ License #: \_\_\_\_\_

Address: \_\_\_\_\_ Lot/Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

I hereby attest to the fact that the repairs/reconstruction and/or remodeling list submitted for the Substantial Damage/Improvement Review by my contractor are ALL OF THE DAMAGES/IMPROVEMENTS sustained by this structure and will be done to the existing building in this estimated construction herewith. No other contractor has made any repairs or reconstruction or additions or remodeling not included in the attached list.

I 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 approval/permit issued by the Santa Rosa Island Authority/Escambia County 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.

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Before me this day personally appeared \_\_\_\_\_  
Who, being duly sworn deposes and says that he has read, understands, and agrees to comply with all the aforementioned conditions.

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

\_\_\_\_\_  
Co-Owner

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public State of \_\_\_\_\_

My commission expires: \_\_\_\_\_





CONTRACTOR  
RECONSTRUCTION/IMPROVEMENT AFFIDAVIT

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

Address: \_\_\_\_\_ License#: \_\_\_\_\_

Property Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

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

I understand that I am subject to enforcement and penalties for violation action and/or fines if the inspection of the property reveals that I have made repairs or improvements NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS/IMPROVEMENT to THIS STRUCTURE or any non-conforming or illegal structures/additions, or repairs is included to the existing structure without having presented plans for such additions. I understand that any approval issued by SRIA pursuant to this affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, non-conforming uses or structures on the subject property.

See Attached Itemized List

Total Labor & Material \$ \_\_\_\_\_  
Overhead & Profit \$ \_\_\_\_\_  
Total Cost \$ \_\_\_\_\_

Affidavit

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Before me this day personally appeared \_\_\_\_\_  
Who, being duly sworn deposes and says that he has read, understands, and agrees to comply with all of the aforementioned conditions.

\_\_\_\_\_  
Contractor's Signature Date

Sworn to and subscribed before me this \_\_\_\_\_ day \_\_\_\_\_ A.D., 20\_\_\_\_  
Notary Public \_\_\_\_\_ State of \_\_\_\_\_  
My commission expires \_\_\_\_\_