



Substantial Improvement/Substantial Damage Cost Form

NOTICE TO PROPERTY OWNERS

Rebuilding your Home after the storm?
Adding on, renovating, or remodeling your home?
Here's information you need to know about the "50% Rule".

What is the 50% rule? The Village of Estero participates in the National Flood Insurance Program (NFIP) making affordable flood insurance available for structures within its jurisdiction through FEMA. The 50% Rule is a requirement for participation in this program. It limits the cost of improvements (additions, alterations, and/or repairs) to nonconforming structures to less than 50% of the 'Market Value' of the structure prior to the start of work. If your home or business is below the FEMA required flood elevation, the Village of Estero has flood damage prevention regulations that will affect repairs, remodeling, renovations, or additions to buildings.

What is a 'nonconforming structure'? A 'nonconforming structure' means a structure located in the Special Flood Hazard Area according to the Flood Insurance Study of Lee County and Flood Insurance Rate Map issued by FEMA which does not conform to the requirements for new construction issued by the National Flood Insurance Program.

How is 'market value' determined? The Village of Estero will use the assessed value of your structure recorded by the Lee County Property Appraiser's Office. If you disagree with the Property Appraiser's valuation of the structure, you may engage a State of Florida licensed property appraiser to submit an appraisal for the current market value of the structure. Market value means the value of buildings and structures, excluding the land and other improvements on the parcel. Market value is the actual cash value (in kind replacement cost depreciated for age, wear and tear, neglect, and quality of construction) determined by a qualified independent appraiser, or tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser.

When do I need to submit a Repair/Improvement Cost Form? When a structure is nonconforming per FEMA guidelines, the following Repair/Improvement Cost Form including owner's affidavit, contractor's affidavit, worksheet and supporting documents would be submitted with the permit application.

What if the cost of improvement or repair exceeds 50% of the market value? If a building is 'substantially damaged' or 'substantially improved', it must be brought into compliance with the Village of Estero's floodplain regulations, which may include elevating the building to or above the 100 year flood elevation. Likewise, all electrical and mechanical equipment, bathrooms, and laundry rooms would need to be elevated. Only parking, building access and storage is allowed below the base flood elevation.

Substantial Damage means damage of any origin sustained by a structure whereby the cost of restoring the structure to its 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 its "before damage" condition.)**

Substantial Improvement means any combination of repair, reconstruction, rehabilitation, alteration, addition, or other improvement of a building or structure, the cost of which equals or exceeds 50 percent of the market value of the building or structure before the improvement or repair is started. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed

Who can I contact for more information? For answers to any questions regarding the Village's Floodplain Regulations or elevation certificates, contact the Community Development Department at (239) 221-5036 or permitting@estero-fl.gov.



Substantial Improvement/Substantial Damage Cost Form

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SCOPE OF WORK

Please provide a detailed description. The description of work must convey an account of the work identified on the construction plans.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Is this repair of damage?

Yes No

If yes, please state type of damage (flood, wind, fire, etc)_____

If these are repairs from a disaster event, please state event_____



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Job Address: _____

Property Owner: _____ STRAP #: _____

Owner's Phone: _____ Email: _____

Contractor: _____ License #: _____

Contact Person: _____ Email: _____

Contractor Phone: _____ Construction Value: _____

OWNER'S AFFIDAVIT

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 Village of Estero 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 UNDERSTAND THAT I AM SUBJECT TO ENFORCEMENT ACTION, WHICH MAY INCLUDE FINES, IF ANY INSPECTION OF THE PROPERTY REVEALS THAT I, OR MY CONTRACTOR, HAVE MADE REPAIRS OR IMPROVEMENTS NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS OR THE APPROVED BUILDING PLANS.

Signature of Property Owner

Typed or printed name of Property Owner

STATE OF _____, COUNTY OF _____

The foregoing instrument was certified and subscribed before me by means of ___ physical presence OR ___ online notarization, this ___ day of _____, 20____, by _____, ___ who is personally known to me OR ___ who has produced _____ as identification.

(seal)

Signature, Notary Public



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CONTRACTOR'S AFFIDAVIT

I hereby attest that I, or a member of my staff, has 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 Village of Estero 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-damaged 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 Village of Estero, which will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is a 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 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

STATE OF _____, COUNTY OF _____

The foregoing instrument was certified and subscribed before me by means of ☐ physical presence OR ☐ online notarization, this _____ day of _____, 20____, by _____, ☐ who is personally known to me OR ☐ who has produced _____ as identification.

(seal)

Signature, Notary Public



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Job Address: _____

Property Owner: _____ STRAP #: _____

This cost estimate of reconstruction/improvement must be prepared by and signed by the contractor or by the owner if the owner acts as the contractor. Owners who act as their own contractors must estimate their labor cost as the current market value for any work they intend to perform, including construction supervision costs.

	Sub-Contractor Bids Bid Amounts	or	Contractor Or Owner Estimates	
			Material Costs	Labor Costs
1. Masonry / Concrete				
2. Carpentry Material (rough)				
3. Combined Labor				
4. Roofing				
5. Insulation and Weather-strip				
6. Exterior Finish (Stucco)				
7. Doors, Windows & Shutters				
8. Lumber Finish / Trim Carpentry				
9. Hardware				
10. Drywall				
11. Cabinets & Countertops (Built-in)				
12. Floor Covering				
13. Plumbing				
14. Shower / Tub / Toilet				
15. Electrical & Light Fixtures				
16. Concrete				
17. Built-in Appliances				
18. HVAC				
19. Paint				
20. Demolition & Removal				
21. Overhead and Profit				
22. Other:				
Subtotals				
Total Estimate Cost (all three subtotals added together)				

- A. A copy of the signed construction contract must be attached to this form.
- B. Subcontractor bids may be used for any item of material and/or labor cost breakdown.
- C. Cost backup must be provided for every line item entry.
- D. If any amounts appear in the "Sub-Contractor" column, a copy of **each signed and dated bid must accompany this form**. For all other costs, you must list the quantity of materials to be installed and their unit cost on a separate sheet that references the line number.

For example, the backup document may contain a section called "Drywall to be installed (line 10)":

This Sheet (line 10)

Materials: \$2,000.00

Labor: \$320.00

Separate Sheet

1,000 sq ft of ½" Drywall @ \$2.00/sq ft = \$2,000.00

16 Hours to Hang Drywall @ \$20.00/MH = \$320.00

04/11/2025

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ITEMS TO BE INCLUDED

Items that must be included in the cost of improvement or cost 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:

Structural Elements	Interior Finishes	Utility and Service Equipment
<ul style="list-style-type: none"> ▪ Foundations (e.g., spread or continuous foundation footings, perimeter walls, pilings, columns, posts, etc.) ▪ Monolithic or other types of concrete slabs ▪ Bearing walls, tie beams and trusses ▪ Joists, beams, subflooring, framing, and ceilings ▪ Wood or reinforced concrete decking or roofing ▪ Floors and ceilings ▪ Attached decks and porches ▪ Interior partition walls ▪ Exterior wall finishes (e.g., brick, stucco or siding) including painting, decorative moldings and trim ▪ Windows and exterior doors ▪ Re-shingling or re-tiling a roof ▪ Roofing, gutters and downspouts ▪ Hardware 	<ul style="list-style-type: none"> ▪ 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, painting, stucco, plaster, paneling, marble or other decorative finishes) ▪ Kitchen, utility and bathroom cabinets ▪ Built-in cabinets and bookcases (e.g., kitchen, utility, entertainment, storage and bathroom) ▪ Interior doors ▪ Interior finish carpentry ▪ Hardware ▪ Insulation 	<ul style="list-style-type: none"> ▪ 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
		Other/Miscellaneous
		<ul style="list-style-type: none"> ▪ Labor and other costs associated with demolishing, removing or altering building components ▪ Overhead and profit ▪ Include estimates of donated or discounted materials and owner/volunteered labor (Labor must include at fair market rate even if the work is done by the owner or otherwise freely donated) ▪ Construction management and supervision

ITEMS TO BE EXCLUDED

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:

Permit and Site Preparation	Outside Improvements
<ul style="list-style-type: none"> ▪ Costs to obtain/prepare plans and specifications ▪ Land survey costs ▪ Permit fees and inspection fees ▪ Debris removal (e.g., removal of debris from building or lot, dumpster rental, transport fees to landfill and landfill tipping fees) ▪ Cleanup (e.g., dirt/mud removal, building dry-out, etc.) ▪ Items not considered real property such as: throw rugs (carpeting over finished floors), furniture, refrigerators, appliances which are not built in, etc. ▪ Costs to temporarily stabilize a building so that it is safe to enter to evaluate required repairs. 	<ul style="list-style-type: none"> ▪ Landscaping & Irrigation Systems ▪ Sidewalks and patios ▪ Fences ▪ Yard Lights ▪ Swimming Pool/Spa ▪ Screened Pool Enclosures ▪ Detached Accessory Structures, including: <ul style="list-style-type: none"> ○ Detached Garages ○ Detached decks ○ Sheds ○ Gazebos ▪ Docks, Davits and Seawalls ▪ Driveways