

Redington Beach Permit Guide

Permit Office: Town of Redington Shores

17425 Gulf Blvd Redington Shores FL 33708 Phone: 727-262-2218 Email: bldgdept@redshoresfl.com Website: townofredingtonbeach.com & townofredingtonshores.com

ONLINE

First time users

- STEP ONE: Call or email the building department to have you or your contracting company entered into our system.
 Contractors must be active with Pinellas County Construction Licensing Board (PCCLB).
- STEP TWO: The building department will email you a link and access code.
- STEP THREE: Follow the instructions in the email by clicking on the link to sign up and create an account.
- **STEP FOUR:** Enter your access code.
- STEP FIVE: Submit your permit application by following the instructions on the screen.
- STEP SIX: Receive email updates regarding your application.

<u>Returning users</u>

- > **STEP ONE**: Go to townofredingtonbeach.com
- STEP TWO: Navigate to the Online Portal button and click to enter.

ONLINE PORTAL

STEP THREE: Sign in to view your application, check application status, download and print permit placard & approved plans, schedule inspections, or submit a new application.

IN PERSON

- STEP ONE: Complete a permit application and submit to the building department. Permit applications can be found on the building page of our website or at Town of Redington Shores town hall.
- STEP TWO: The building department will enter your application into the online portal and provide a permit number.
- **STEP THREE:** The Town of Redington Shores will contact you when your permit is ready or if more information is needed.