

**LEVY COUNTY DEVELOPMENT DEPARTMENT**

**APPLICATION FOR PERMIT**

**P.O. BOX 672, BRONSON, FL. 32621 352-486-5198, 352-486-5200, 352-486-5202**

TAX FOLIO NO: (PARCEL#)	DATE:
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OWNERS NAME	OWNERS ADDRESS
	City _____

PHONE #	State _____ Zip _____
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CONTRACTOR'S/INSTALLER'S NAME (NOT BUSINESS NAME)	CONTRACTOR'S ADDRESS
	CITY _____

PHONE #	STATE _____ ZIP _____
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JOB NAME	JOB ADDRESS
	CITY _____ COUNTY - LEVY _____

LEGAL DESCRIPTION

SUBDIVISION _____	LOT _____	BLK _____
UNIT _____	PHASE _____	SECTION _____
	TOWNSHIP _____	RANGE _____

TYPE OF CONSTRUCTION: RESIDENCE \_\_\_\_\_ NEW MOBILE HOME \_\_\_\_\_ USED MOBILE HOME \_\_\_\_\_  
 ADDITION \_\_\_\_\_ POOL \_\_\_\_\_ REMODEL/REPAIR \_\_\_\_\_ DEMO \_\_\_\_\_ PREINSPECTION \_\_\_\_\_  
 OTHER \_\_\_\_\_

DRIVING DIRECTIONS TO JOB SITE:

TOTAL COST OF IMPROVEMENTS _____	TOTAL SQ. FT. _____
TOTAL LAND AREA _____	NUMBER OF STORIES _____
NUMBER OF BATHROOMS-FULL _____	PARTIAL _____
SQ. FT. HEATED _____	UNHEATED _____

<b>For Office Use Only</b>	<b>For Office Use Only</b>
ZONING: _____	PERMIT FEE _____
SEPTIC PERMIT # _____	
FLOOD ZONE: _____	
ELEVATION _____	
MIN. FINISH FLOOR ELVATION _____	

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY.**

**A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION**

**IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

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

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

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

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Print

(SEAL)

Personally Known \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

\_\_\_\_\_  
Signature of Contractor/ Installer

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

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Print

(SEAL)

Personally Known \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

County Competency Card # \_\_\_\_\_

Contractor's State Certification No. \_\_\_\_\_ or Registration No. \_\_\_\_\_

Installer's State License # \_\_\_\_\_

(OFFICE USE ONLY)

Application Approved by	_____	_____
	Permit Officer	Date
Zoning Approved By :	_____	_____
	Building Official or Zoning Signature	Date
Zoning Denied By:	_____	_____
	Building Official or Zoning Signature	Date
Plans Reviewed By:	_____	_____
	Plans Examiner Signature	Date

# LEVY COUNTY RESIDENTIAL SITE PLAN

Levy County Building Department  
P.O. BOX 672, Bronson, Fl. 32621 (352) 486-5198

Clerk \_\_\_\_\_  
Date \_\_\_\_\_

Property Owner Information:	
Name: _____	Parcel I.D.# _____
Subdivision: _____	Lot(s) _____ Block _____ Unit _____ Phase _____
Section _____	Township _____ Range _____ 911 Address _____

### The following items must be on Site Plan to be complete:

1. Indicate North direction with arrow. **North should be at the top of the site plan page.**
2. Show symmetrical shape and dimensions of property.
3. Show and identify all existing and proposed buildings.
4. Show dimensions of all existing and proposed buildings and distances of all existing and proposed buildings to all property lines.
5. Show all streets and easements abutting property.
6. Identify proposed driveway.
7. Indicate, with a dashed line, any water or depressions.
8. Identify all contiguous public owned lands and other natural reservations

### REQUIRED SETBACKS

**NOTE: Setbacks for parcels contiguous to Natural Reservations \_ Minimum 100 ft.**

#### R-Residential - Zoning

Front 25 ft.  
Sides 10 ft.  
Rear 25 ft.

#### RR-Rural Residential - Zoning

Front 50 ft.  
Sides 10 ft.  
Rear 50 ft.

#### A/RR - Agriculture/Rural Residential

Front 50 ft.  
Sides 10 ft.  
Rear 50 ft.

#### F/RR - Forestry/Rural Residential

Front 50 ft.  
Sides 10 ft.  
Rear 75 ft.

#### Accessory Structures

Sides 10 ft.  
Rear 10 ft.

**Notice: Side street and corner lot  
same setback as front.**

Front - same as current zoning/land use designation.

Zoning Officer:
This Building Site: IS _____ IS NOT _____ within a flood prone area
Community/Panel No. _____ Flood Zone _____ Elevation _____ Finished Floor _____



North

I certify that I am the owner of the property, that the information provided on these forms and this Site Plan (or attached Site Plan) and other exhibits is accurate, and that I am aware of my responsibilities under the Levy County Code of Ordinances.

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Signature of Property Owner

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Date

# LEVY COUNTY DEVELOPMENT DEPARTMENT

## OWNER/BUILDER AFFIDAVIT FOR CONSTRUCTION, ROOFING AND PLUMBING

### DISCLOSURE STATEMENT CONSISTENT WITH FS 489.103(7)

I understand that state law requires construction to be done by a licensed contractor and I have applied for an owner/builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed below, may act as my own contractor with certain restrictions even though I do not have a license.

I understand that building permits are not required to be signed by the property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.

I understand that, as an owner/builder, I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on the permit and contracts.

I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building at a cost not to exceed \$75,000.00. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within one(1) year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the license exemption.

I understand that, as the owner/builder, I must provide direct, onsite supervision of the construction.

I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the license required by law and by county or municipal ordinance.

I understand that it is a frequent practice of unlicensed persons to have the property owner obtain an owner/builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner/builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an owner/builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

I understand that I may not delegate the responsibility for supervising work to licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide worker's compensation for the employee. I understand that my failure to follow these laws may subject me to serious financial risk.

I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner/builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

I understand that I may obtain more information regarding my obligations as an employer for the Internal Revenue service, the United States Small Business Administration, the Florida Department of Financial Service, and the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at **1-850-487-1395** or [www.myflorida.com/dbpr/pre/cilb/](http://www.myflorida.com/dbpr/pre/cilb/) for more information about licensed contractors.

I am aware of, and consent to, an owner/builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following address: \_\_\_\_\_

I agree to notify the **Levy County Development Department** immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure.

Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a compliant. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner/builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractors' general liability and worker's compensation insurance coverage.

Before a building permit can be issued, this disclosure statement must be completed and signed by the property owner and submitted to the local permitting agency responsible for issuing the building permit. A copy of the property owner's driver license, the notarized signature of the property owner, or other type of verification acceptable to the local permitting agency is required when the permit is issued.

I hereby acknowledge that I have read and understand the above Disclosure Statement on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Owner/Builder's Printed Name

\_\_\_\_\_  
Owner/Builder's Signature

\_\_\_\_\_  
Notary Public's Signature

--NOTARY SEAL--

\_\_\_\_\_  
Notary Public's Printed Name



**LEVY COUNTY DEVELOPMENT DEPARTMENT**

**OWNER/BUILDER AFFIDAVIT**

**EXEMPTION FOR ELECTRICAL LICENSING**

**DISCLOSURE STATEMENT FS 489.503 (6) PART II,  
F.S.**

**State law** requires electrical contracting to be done by **licensed** electrical contractors. You have applied for a permit under an **exemption** to that law. The exemption allows you, as the owner of your property, to act as your own electrical contractor even though you do not have a license. You may install electrical wiring for a farm out building or a single-family or duplex residence. You may install electrical wiring in a commercial building where the aggregate construction cost of which is under \$25,000. The home or building must be for your own use and occupancy. It may not be built for sale or lease. If you sell or lease more than one building you have wired yourself within 1 year after the construction is complete, the law will presume that you built it for sale or lease, which is a violation of this exemption. You may not hire an un-licensed person as your electrical contractor. Your construction shall be done according to building codes and zoning regulations. It is your responsibility to make sure that people employed by you have licenses required by state law **and** by county or municipal licensing ordinances.

I acknowledge that as an owner/builder, I \_\_\_\_\_ am  
Printed Name, First Name First

responsible to actually physically do the work for which I have requested the electrical permit. I understand that if I am not physically doing the work or physically supervising free labor from friends or relatives, that I must hire a licensed contractor (i.e. Certified or Registered Electrical Contractor). I further understand that the violation of not physically doing the work, not being present and supervising the electrical work, or the use of un-licensed contractors at the construction site, will cause the project to be shut down by the inspection staff of the Levy County Building Department and the revocation of the electrical permit.

I hereby assume full responsibility as the owner/builder contractor, and will personally perform or supervise all work covered by the electrical permit requested under the license exemption.

Property Owner's Address: \_\_\_\_\_

Permit Address: \_\_\_\_\_

Telephone # ( \_\_\_\_\_ ) \_\_\_\_\_ Personally known \_\_\_\_\_ or ID \_\_\_\_\_

I hereby acknowledge that I have read and understand the above Disclosure Statement on this  
\_\_\_\_\_ Day, of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Owner/Builder Signature

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Printed

My Commission Expires: \_\_\_\_\_