



City of High Springs

110 NORTHWEST FIRST AVENUE
HIGH SPRINGS, FLORIDA 32643
TELEPHONE: (386) 454-1416
FACSIMILE: (386) 454-5322

GENERAL REPAIR PERMIT APPLICATION Non-Structural Use Only

Date _____

Property Owners Name _____

Address _____ Ph. No. _____

City _____ St. _____ Zip Code _____

Job Site Address _____

Contractor _____ License No. _____

Address _____ Ph. No. _____

City _____ St _____ Zip Code _____

Property Parcel Number _____

Notice of Commencement required for all Permits that are \$2,500.00 or more in value.
Valuation \$ _____ (Owner Must Sign the NOC)

The Square Feet that will be renovated _____ Sq. Ft.

Floor Plan- Submit with this application.

Work Description: (Example door replacement, dry wall, siding, fascia, etc.)

All work must conform to all applicable codes and ordinances. Electrical, plumbing, mechanical and structural work cannot be performed using a permit issued with this application.

Contractor's/Owner's Signature _____

Permit Fee \$ _____



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DISCLOSURE STATEMENT OWNER CONTRACTOR AND/OR ASBESTOS ABATEMENT PERMIT FLORIDA STATUTES 489.103/469.002 & FLORIDA BUILDING CODE 104.4.4

F. S. 489.103 Disclosure Statement

State law requires construction to be done by licensed 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 contractor with certain restrictions even though you do not have a license. You must provide direct, **onsite supervision of the construction yourself**. You may build or improve a one-family or two-family residence or a farm outbuilding. You may also build or improve a commercial building, provided your costs do not exceed \$75,000. **The building or residence must be for your own use or occupancy. It may not be built or substantially improved for sale or lease.** If you sell or lease a building you have built or substantially improved yourself within 1 year after the construction is complete, the law will presume that you built or substantially improved it for sale or lease, which is a violation of this exemption. You may not hire an unlicensed person to act as your contractor or to supervise people working on your building. 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. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you, which means that you must deduct F.I.C.A. and withholding tax and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

F.S. 469.002 & FLORIDA BUILDING CODE 104.4.4

STATE LAW REQUIRES ASBESTOS ABATEMENT TO BE DONE BY LICENSED 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 ASBESTOS ABATEMENT CONTRACTOR EVEN THOUGH YOU DO NOT HAVE A LICENSE. YOU MUST SUPERVISE THE CONSTRUCTION YOURSELF. YOU MAY MOVE, REMOVE, OR DISPOSE OF ASBESTOS-CONTAINING MATERIALS ON A RESIDENTIAL BUILDING WHERE YOU OCCUPY THE BUILDING AND THE BUILDING IS NOT FOR SALE OR LEASE, OR THE BUILDING IS A FARM OUTBUILDING ON YOUR PROPERTY. IF YOU SELL OR LEASE SUCH BUILDING WITHIN ONE YEAR AFTER THE ASBESTOS ABATEMENT IS COMPLETE, THE LAW WILL PRESUME THAT YOU INTENDED TO SELL OR LEASE THE PROPERTY AT THE TIME THE WORK WAS DONE, WHICH IS A VIOLATION OF THIS EXEMPTION. YOU MAY NOT HIRE AN UNLICENSED PERSON AS YOUR CONTRACTOR. YOUR WORK MUST BE DONE ACCORDING TO ALL LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS WHICH APPLY TO ASBESTOS ABATEMENT PROJECTS. 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 CERTIFY BY MY SIGNATURE THAT I HAVE READ AND UNDERSTAND THIS DISCLOSURE STATEMENT AND THAT I SHALL COMPLY WITH ALL THE REQUIREMENTS FOR ISSUANCE OF AN OWNER/BUILDER PERMIT.

PROPERTY OWNER

DATE



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NOTICE OF COMMENCEMENT

Permit No. _____
Parcel Number: _____ - _____ - _____

State of Florida County of Alachua

The undersigned hereby gives notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. Description of property: _____

(legal description of the property, and street address if available) .

2. General description of improvement: _____

3. Owner information: a. Name _____ Address: _____

b. Interest in property: _____

c. Name and address of fee simple titleholder (if other than Owner): _____

4. Contractor: Name _____ Contractor's phone number: _____

Address: _____

5. Surety : Name _____ Address _____

b. Phone number: _____ c. Amount of bond: \$ _____

6. Lender: Name _____ Address _____

Phone number: _____

7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by

Section 713.13(1)(a)7., Florida Statutes: Name _____

Address: _____

Phone numbers of designated persons: _____

8. a. In addition to himself or herself, Owner designates _____ of _____ to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.

b. Phone number of person or entity designated by owner: _____

c. Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is specified) _____

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN 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)

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 2008, by _____.
Personally Known _____ OR Produced Identification _____ Type of Identification Produced _____

Signature of Notary Public - State of Florida)
Commission Number _____
Commission Expires _____