



City of High Springs

110 NORTHWEST FIRST AVENUE
 HIGH SPRINGS, FLORIDA 32643
 TELEPHONE: (386) 454-1416 Ext 230
 FACSIMILE: (386) 454-5322

One & Two Family Dwelling Building Permit Application

Owner's Name(s) _____

Address _____ City _____ St. _____ Zip _____

Telephone: Home _____ Daytime _____ Project Address _____

Legal Description: Lot _____ Block _____ Sub _____ Section _____ Township _____ Range _____

Parcel No. _____ Valuation of Project \$ _____ Occupancy _____

Description _____

Check All The Boxes That Apply To The Proposed Job:

Description of Work	Basement On -Site	Grading Activities	Is The Property Flood Prone
New DCA Approved	Yes, Specify	Yes	Yes
New SFD	No	No	No
Addition			Date of Flood Letter
Alteration/Renovation			
			Does Property Include, or Is It Near A Wetland, Such As:
Repair & Replacement	Building Foundation	Describe Slope of the Land	Lake, Pond
Foundation	Monolithic	Flat 0% to 2%	Sink Hole
Swimming Pool	Block Wall	Slight Slope 2% to 10%	Swamp, Marsh
Roofing	Pier or Piling	Steep Slope 10% to 20%	Other
Other Specify:	Other, Specify	Very Steep Slope 20% & Over	None
			Type Of Sewage Disposal?
Class of Building (proposed)			Public
Single Family Dwelling	Clearing Activities	Check Development Restrictions That Apply	Private (Septic, etc.)
Duplex	Selective Clearing	Natural Area	
	Entire Site	Land Use Buffer	Type Of Water Supply
	No Clearing	Plat Restrictions	Public
	Access & Construction Only	None	Private (Well, Custom)

Fee simple titleholder's name (if other than the owner's) _____

Address (if other than owner's) _____ City _____ St. _____ Zip _____

Bonding Company _____ Address _____

City _____ St. _____ Zip _____

Mortgage Lender's Name _____ Address _____

City _____ St. _____ Zip _____

CONTRACTOR INFORMATION

CONTRACTOR	LICENSE NO.	ADDRESS	PHONE
Principal			
Electrical			
Plumbing			
Mechanical			
Gas			
Architect/Engineer			



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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

OWNER'S AFFIDAVIT

Application is hereby made to obtain a permit(s) to do work and installations as indicated. I certify that no work or installation 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 permit must be secured for Electrical, Plumbing, Signs, Wells, Pools, Furnaces, Boilers, Heaters, Tanks and Air Conditioners, ETC. I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws. If applicant is not owner, the applicant shall certify to be acting as owner's authorized agent. I also acknowledge that my failure to record a notice of commencement may result in my paying twice for improvements to my property and that if I am intending to obtain financing, I should consult with my lender or my attorney before recording a notice of commencement.

Based on this information, I hereby acknowledge that I have been advised that I should seek out on my own to identify if there are any Deed Restriction and/or Covenants on the use of the site associated with this permit application.

Signature Owner/Agent _____

Signature Contractor _____

STATE OF FLORIDA, COUNTY OF ALACHUA

The foregoing information was sworn to, subscribed and acknowledged before me this _____ day of _____, 20_____, by _____, who is personally known to me or has produced _____ as identification, and (did/did not) take an oath.

Notary Public, State of Florida _____

Commission Number _____

My Commission Expires _____



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REQUIRED PLANS **2004 FLORIDA RESIDENTIAL CODE, WIND LOAD DESIGN 110 MPH**

SUBMIT: Two complete copies of specifications and drawings drawn to scale with sufficient clarity and detail to indicate the nature and character of the work.

FOUNDATION

ELEVATIONS

SITE PLAN: North arrow, setback dimensions, water and sewer location, lot dimensions, easements, existing buildings, driveway and parking locations

MECHANICAL EQUIPMENT LOCATION

ELECTRIC: service location, smoke detectors, GFIC and all other electrical devices.

PLUMBING FIXTURES: GFIC receptacle AND DISCONNECT REQUIRED AT GRINDER PUMP

FLOOR PLAN, EMERGENCY EGREES, i.e. window size & location, stairs, attic access, accessible bath, fire blocking & draft stopping, smoke detectors location.

Signed & Sealed Engineered Wind Load Analysis: as per Chapter 16 Florida Building Code. (Forms are available)

Each plan must include the following:

1. Wall section(s) from the foundation through the roof.
2. Shear wall(s) and /or segments external and internal.
3. Roof decking & nailing requirements.
4. Fasteners i.e. bolts, screws, nails, etc.
5. Special uplift areas i.e. girder trusses, columns, vaulted ceiling wall(s), common frame ridge beams, etc.
6. Connectors: Hurricane clips, straps, uplift tie-down apparatuses.
7. Roof truss plan.
8. Any area that is deemed to be part of the structural integrity of the building.

REQUIRED FORMS

COPY OF DEED

SEPTIC TANK PERMIT (if city sewer is not available)

GARAGE DOOR, ENTRANCE DOOR & WINDOW WIND installation instructions, i.e. fasteners (see supplier)

FLORIDA PRODUCT APPROVAL LIST

ENERGY FORM/EPI & MANUAL-J FORM (signed, see mechanical contractor or engineer)

FLOOD LETTER (if your property touches any body of water or is deemed to be in a flood prone area: see surveyor or engineer)

NOTICE OF COMMENCEMENT (if valuation is over \$2,500.00)

911 ADDRESS (see Planning, Development and Codes Department)

Note: Failure of the contractor/owner builder to submit the required documents will delay the issuance of the permit until the application is complete.



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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 _____



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PRODUCT APPROVAL SPECIFICATION SHEET

Location: _____ Project Name: _____

As required by Florida Statute 553.842 and Florida Administrative Code 9B-72, please provide the information and the product approval number(s) on the building components listed below if they will be utilized on the construction project for which you are applying for a building permit on or after April 1, 2004. We recommend you contact your local product supplier should you not know the product approval number for any of the applicable listed products. More information about statewide product approval can be obtained at www.floridabuilding.org

Category/Subcategory	Manufacturer	Product Description	Approval Number(s)
A. EXTERIOR DOORS			
1. Swinging			
2. Sliding			
3. Sectional			
4. Roll up			
5. Automatic			
6. Other			
B. WINDOWS			
1. Single hung			
2. Horizontal Slider			
3. Casement			
4. Double Hung			
5. Fixed			
6. Awning			
7. Pass-through			
8. Projected			
9. Mullion			
10. Wind Breaker			
11 Dual Action			
12. Other			
C. PANEL WALL			
1. Siding			
2. Soffits			
3. EIFS			
4. Storefronts			
5. Curtain walls			
6. Wall louver			
7. Glass block			
8. Membrane			
9. Greenhouse			
10. Other			
D. ROOFING PRODUCTS			
1. Asphalt Shingles			
2. Underlayments			
3. Roofing Fasteners			
4. Non-structural Metal Rf			
5. Built-Up Roofing			



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6. Modified Bitumen			
7. Single Ply Roofing Sys			
8. Roofing Tiles			
9. Roofing Insulation			
10. Waterproofing			
11. Wood shingles /shakes			
12. Roofing Slate			
Category/Subcategory (cont.)	Manufacturer	Product Description	Approval Number(s)
13. Liquid Applied Roof Sys			
14. Cements-Adhesives – Coatings			
15. Roof Tile Adhesive			
16. Spray Applied Polyurethane Roof			
17. Other			
E. SHUTTERS			
1. Accordion			
2. Bahama			
3. Storm Panels			
4. Colonial			
5. Roll-up			
6. Equipment			
7. Others			
F. SKYLIGHTS			
1. Skylight			
2. Other			
G. STRUCTURAL COMPONENTS			
1. Wood connector/anchor			
2. Truss plates			
3. Engineered lumber			
4. Railing			
5. Coolers-freezers			
6. Concrete Admixtures			
7. Material			
8. Insulation Forms			
9. Plastics			
10. Deck-Roof			
11. Wall			
12. Sheds			
13. Other			
H. NEW EXTERIOR ENVELOPE PRODUCTS			
1.			
2.			



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The products listed below did not demonstrate product approval at plan review. I understand that at the time of inspection of these products, the following information must be available to the inspector on the jobsite; 1) copy of the product approval, 2) the performance characteristics which the product was tested and certified to comply with, 3) copy of the applicable manufacturers installation requirements.

I understand these products may have to be removed if approval cannot be demonstrated during inspection.

Contractor or Contractor's Authorized Agent Signature

Print Name Date

Location

Permit # (FOR STAFF USE ONLY)