

TAX FOLIO NO. \_\_\_\_\_

**BUILDING PERMIT APPLICATION**

Owner's Name \_\_\_\_\_

Owner's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Fee Simple Titleholder's Name (if other than owner) \_\_\_\_\_

Fee Simple Titleholder's Address (if other than owner) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Contractor's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Legal Description \_\_\_\_\_

Architect/Engineer's name \_\_\_\_\_

Architect/Engineer's address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Mortgage Lender's Name and Address \_\_\_\_\_

Give brief description of the work being permitted for \_\_\_\_\_

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 for all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for Electrical work, Plumbing, Signs, Wells, Pools, Roofs, Furnaces, Broilers, 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 RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Owner or Agent

Contractor

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

Building Department Approval By \_\_\_\_\_ Contract amount \$ \_\_\_\_\_

# LAFAYETTE COUNTY BUILDING & ZONING DEPARTMENT

P.O. BOX 28  
MAYO, FLORIDA, 32066  
PHONE: 386-294-3611  
FAX: 386-294-4225

## LIST OF SUBCONTRACTORS FOR RESIDENTIAL CONSTRUCTION:

Contractor: \_\_\_\_\_  
Owner: \_\_\_\_\_  
911 Address: \_\_\_\_\_  
Parcel ID# \_\_\_\_\_  
Permit # \_\_\_\_\_

### Subcontractors:

Name: \_\_\_\_\_ License # \_\_\_\_\_

Signature of Qualifying Agent: \_\_\_\_\_  
\*\*\*\*\*

Name: \_\_\_\_\_ License # \_\_\_\_\_

Signature of Qualifying Agent: \_\_\_\_\_  
\*\*\*\*\*

Name: \_\_\_\_\_ License # \_\_\_\_\_

Signature of Qualifying Agent: \_\_\_\_\_  
\*\*\*\*\*

Name: \_\_\_\_\_ License # \_\_\_\_\_

Signature of Qualifying Agent: \_\_\_\_\_  
\*\*\*\*\*

Name: \_\_\_\_\_ License # \_\_\_\_\_

Signature of Qualifying Agent: \_\_\_\_\_

# 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](http://www.floridabuilding.org)

Category/Subcategory	Manufacturer	Product Description	Approval Number(s)
<b>A. EXTERIOR DOORS</b>			
1. Swinging			
2. Sliding			
3. Sectional			
4. Roll up			
5. Automatic			
6. Other			
<b>B. WINDOWS</b>			
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			
<b>C. PANEL WALL</b>			
1. Siding			
2. Soffits			
3. EIFS			
4. Storefronts			
5. Curtain walls			
6. Wall louver			
7. Glass block			
8. Membrane			
9. Greenhouse			
10. Other			
<b>D. ROOFING PRODUCTS</b>			
1. Asphalt Shingles			
2. Underlayments			
3. Roofing Fasteners			
4. Non-structural Metal Rf			
5. Built-Up Roofing			
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			
<b>E. SHUTTERS</b>			
1. Accordion			
2. Bahama			
3. Storm Panels			
4. Colonial			
5. Roll-up			
6. Equipment			
7. Others			
<b>F. SKYLIGHTS</b>			
1. Skylight			
2. Other			
<b>G. STRUCTURAL COMPONENTS</b>			
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			
<b>H. NEW EXTERIOR ENVELOPE PRODUCTS</b>			
1.			
2.			

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)

Permit No. \_\_\_\_\_  
Tax Folio No. \_\_\_\_\_

## NOTICE OF COMMENCEMENT

State of Florida  
County of Lafayette

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): \_\_\_\_\_  
a) Street address: \_\_\_\_\_
2. General description of improvement: \_\_\_\_\_
3. Owner information or Lessee information if the Lessee contracted for the improvement:  
a) Name and address: \_\_\_\_\_  
b) Interest in property: \_\_\_\_\_  
c) Name and address of fee simple titleholder (if different from Owner listed above): \_\_\_\_\_
4. Contractor information:  
a) Name and address: \_\_\_\_\_  
b) Contractor's phone number: \_\_\_\_\_
5. Surety (if applicable, a copy of the payment bond is attached)  
a) Name and address: \_\_\_\_\_  
b) Phone number: \_\_\_\_\_  
c) Amount of bond: \$ \_\_\_\_\_
- 6.. Lender:  
a) Name and address: \_\_\_\_\_  
b) Lender's 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:  
a) Name and address: \_\_\_\_\_  
b) 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: \_\_\_\_\_
9. Expiration date of notice of commencement (the expiration date will be 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 or Lessee, or Owner's or Lessee's Authorized Officer/Director/Partner/Manager)

\_\_\_\_\_  
(Signatory's Title/Office)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
By \_\_\_\_\_ as \_\_\_\_\_ (type of authority, e.g. officer,  
trustee, attorney in fact) for \_\_\_\_\_ (name of party on  
behalf of whom instrument was executed) .

\_\_\_\_\_  
(Signature of Notary Public - State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known OR Produced Identification    Type of Identification produced: \_\_\_\_\_

# LAFAYETTE COUNTY BUILDING DEPARTMENT

120 West Main Street  
PO Box 28  
Mayo, Florida 32066  
Phone (386) 294-4403  
Fax (386) 294-4225  
rej@windstream.net

## REQUIREMENTS FOR PERMITTING

1. **Contractors:**
  - a) **Workers compensation certificate (or exemption)**
  - b) **Copy of state license**
  - c) **Copy of business tax**
  - d) **List of sub contractors – requirement for subs:**
    - i. **Workers compensation certificate (or exemption)**
    - ii. **Copy of state license**
    - iii. **Copy of business tax**
  - e) **Sub contractors to be listed:**
    - i. **Electrical**
    - ii. **Plumbing**
    - iii. **HVAC**
    - iv. **Roofing**
    - v. **Alarm if applicable**
2. **Property owners:**
  - a) **Must personally appear to sign permit**
  - b) **Sign and agree to exemption as Building contractor**
  - c) **Sign and agree to exemption as Electrical contractor**
3. **Contractors and property owners:**
  - a) **Copy of health department permit (septic)**
  - b) **Site plan – current survey of property – new building showed**
  - c) **Two (2) sets of sealed drawings**
  - d) **One (1) set of sealed truss drawings**
  - e) **Energy calculations**
  - f) **Manual “J” load calculations for HVAC**
  - g) **Copy of recorded notice of commencement**
  - h) **Product approval sheet to be filled out**

# LAFAYETTE COUNTY BUILDING DEPARTMENT

## SCHEDULE OF FEES EFFECTIVE OCTOBER 1, 2010

### VALUATION – FEE SCHEDULE – CONTRACTED PRICE

UP TO \$2000.00 - \$75.00

\$2001.00 TO \$100,000.00 – 4.50 PER THOUSAND

\$100,001.00 TO \$500,000.00 - \$495.00 FOR FIRST 100,000.00 - \$2.75 PER THOUSAND

\$500,000.00 AND ABOVE - \$1750.00 FOR FIRST 500,000.00 - \$2.00 PER THOUSAND

MOBILE HOMES – SINGLE WIDE	\$150.00
DOUBLE WIDE	\$300.00
TRIPLE WIDE	\$450.00
ELECTRICAL M.H.	\$75.00
HVAC M.H.	\$75.00

MODULAR HOME – VALUE (contracted price)

CAMPER SERVICE - \$200.00

### RESIDENTIAL FEES:

BUILDING – VALUE (contracted price)

PLUMBING - \$75.00

ELECTRICAL - \$75.00

HVAC - \$75.00

ROOF - \$75.00

POOL - VALUE (contracted price)

HOUSE MOVED - VALUE (contracted price)

DEMOLITION - \$100.00

REROOF RESIDENTIAL - \$100.00

AG. POLE (60 AMP) - \$60.00

ELECTRICAL – upgrades, change outs - \$100.00

ELECTRICAL 200 AMPS PLUS - \$100.00 plus .25 per amp

COMMERCIAL – VALUE (contracted price)

COMMERCIAL PLUMBING, HVAC, ALARM (fire, security), ROOF, PERMITS - VALUE (contracted price)

SIGNS - \$150.00

REINSPECTION FEE - \$40.00

IMPACT FEE - \$300.00

