

## **SHED/ACCESSORY BUILDING PERMIT APPLICATION**

**ALL PERMIT APPLICATIONS SHALL INCLUDE THE FOLLOWING DOCUMENTS AND BE SUBMITTED IN THE ORDER LISTED BELOW. ALL DOCUMENTS MUST BE COMPLETE AND INCLUDED WITH THE APPLICATION PACKET BEFORE THE PERMIT APPLICATION WILL BE PROCESSED.**

SUBMIT TWO SEPARATE PACKETS:

- 1. Permit application**
  - a. Complete and signed.
- 2. Proof of Ownership or Warranty Deed**
- 3. Site plan**
  - a. Locations of all structures on property, distance to property lines, other structures, utility structures, etc.
- 4. Signed and sealed wind load engineering**
  - a. From manufacturer for pre-manufactured sheds.
- 5. Signed and sealed truss engineering (details and layout)**
  - a. From manufacturer for pre-manufactured sheds
- 6. Drawings, plans, elevations**
  - a. Include uplift, tiedown, and anchor requirements for pre-manufactured sheds
- 7. Florida product approval form and installation instructions**
  - a. All windows, exterior doors, garage doors, roofing material, etc.
- 8. Notice of commencement**
  - a. Recorded with Alachua County Clerk of Court if project value exceeds \$2,500.00

Contact the Building Department with any questions.



Mailing: 25440 W Newberry Rd  
Newberry, Florida 32669  
Tel: 352-472-2161 Ext. 3  
www.NewberryFL.gov

STAFF USE ONLY

## RESIDENTIAL PERMIT APPLICATION

**PERMIT EXPIRES 180 DAYS FROM THE DATE OF ISSUE**

All plans must comply with 2020 Florida Building Codes, Seventh Edition, 2017 NEC,  
City of Newberry Code of Ordinances & Land Development Regulations

### APPLICANT/CONTRACTOR INFORMATION

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_ Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ License Number: \_\_\_\_\_

### PROPERTY INFORMATION

Address: \_\_\_\_\_ Owner: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Parcel ID: \_\_\_\_\_ Subdivision: \_\_\_\_\_ Unit #: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Zoning: \_\_\_\_\_ Use: \_\_\_\_\_

SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_

### PROJECT INFORMATION

Use of Building: \_\_\_\_\_ Classification of Work: \_\_\_\_\_

(Single Family/Duplex/Other) (New Construction/Remodel/Addition)

Beds\_\_ Baths\_\_ Total Heated Area \_\_\_\_\_ (SF) Total Area \_\_\_\_\_ (SF)

\_\_\_\_\_ \$ \_\_\_\_\_

Foundation Type Wall Type Roof Type # of Stories Value of Work

Description of work:

Located in the Historic Little Red School House  
25815 S.W. 2nd Avenue

### WARNING TO OWNER

A Notice of Commencement must be recorded and posted on the job site before first inspection. Your failure to record a Notice of Commencement may result in you paying twice for improvements to your property. If you intend to obtain financing, consult with your lender or an attorney before recording your Notice of Commencement.

### OWNER / CONTRACTORS AFFIDAVIT

I have carefully read and examined this application and the information contained within is true and correct to the best of my knowledge and belief. I certify that no work has commenced prior to the issuance of a permit, and that all work will comply with the City of Newberry and laws of the State of Florida, whether specified or not. **I will notify the City of Newberry 24 hours in advance for all inspection requests.** No work will be concealed before approval is issued.

***Consent is given for the entry of authorized inspections until the job has received a Certificate of Occupancy or Certificate of Completion.***

\_\_\_\_\_  
Contractor Name  
Please Print

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner-Contractor Name  
Please Print

\_\_\_\_\_  
Owner-Contractor Signature

\_\_\_\_\_  
Date