



**APPLICATION FOR SITE PLAN  
(INFRASTRUCTURE) PERMIT**  
 CITY OF OLDSMAR- PLANNING & REDEVELOPMENT  
 100 STATE STEET WEST, OLDSMAR, FL 34677-3655  
 PHONE: (813) 749-1124 FAX: (813) 855-2730

PERMIT NO. \_\_\_\_\_  
 PERMIT FEES DUE: \$ \_\_\_\_\_  
 RECEIPT NO: \_\_\_\_\_  
 DATE: \_\_\_\_\_

Review Fee \_\_\_\_\_ Receipt No. \_\_\_\_\_ Total Amount Rec'd \_\_\_\_\_ Credit Card Authorization \_\_\_\_\_

**6th EDITION (2017) FLORIDA BUILDING CODE APPLIES**

**Inspections called in before 3:30PM will be performed the following business day.**  
**Automated inspection line 813-749-1171**

=====  
 Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Contractor's State Certification of Registration No. \_\_\_\_\_ PCCLB No. \_\_\_\_\_  
 Job Address: \_\_\_\_\_  
 Job Description: \_\_\_\_\_  
 Number of Acres: \_\_\_\_\_ Valuation: \_\_\_\_\_  
 Legal: Sec. \_\_\_\_ Township 28, Range 16, Subdivision \_\_\_\_\_ Blk. \_\_\_\_\_ Lot \_\_\_\_\_ 1<sup>st</sup> Floor Elev \_\_\_\_\_  
 Bonding Company \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Architect/Engineer's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**



# *Site Plan Permit Application Checklist*

Plans and Surveys Must be Signed and Sealed

## *Permit Applications to be Submitted*

- A Copy of the Contract
- Site Plan Permit Application

## *Plans & Documents Required*

- A certified copy of the recorded Notice of Commencement (required if contract amount is \$2,500 or over)
- Owner/Builder Affidavit (if applicable, with proof of current Homeowners Insurance Policy)
- Two surveys of property
- Two plot plans showing building footprint, tree location and all electrical, gas, water and sewer utilities and service lines that are to be installed
- Plans and specifications must also be submitted as a PDF file if plans exceed 11 inches by 17 inches in size
- NPDES Compliance Checklist for Construction Sites Report must be submitted every Monday morning to Technical Services (Tim Jacobson), if required.

A copy of 4.06 Silt Fence as required by the Florida Department of Environmental Regulation will be provided at issuance of permit.

Contractors/subcontractors must be currently registered in the City of Oldsmar.

## *Inspections Required*

- Erosion and sediment control measures at start
- Final site at completion
- Silt fence installation at start
- Storm water protection at start