



**City of Dunnellon
Community Development
Multi-Use Zoning Permit Application**

For City Use Only
Permit Number / Type: _____

Applicant Information:

Applicant Name: _____ Date: _____
Business Name: _____ Type: dba / corp. / other _____
Business Address: _____ Zip: _____
Phone: _____ Cell: _____ Email: _____
Location Address: _____ Zip: _____
Contact Person if other than above: _____ Phone: _____

Zoning Information

Total Sq. Ft. Under Roof: _____ Existing Zoning: _____ Historic District: Y N
Board Approval Required: Yes No Meeting Date: _____ Approved: Yes No
Subject Property Parcel Number: _____ No. Available Seats, Beds, or Rooms: _____
Available at the Property Appraiser's Website: <http://www.pa.marion.fl.us/>
Owner Authorization Needed: Y N For Daily Use/Home Occupation/Tent & Inflatable Permits
City Business License Application Completed, if applicable? Y N No. Parking Spaces Avail: _____
Proposed Use, if applicable: _____
Date/Times of Use, if applicable: _____

Zoning Application (please check all that apply)

- Annual Fire Inspection (pick one)
 - ≤ 1,000 sq. ft.
 - 1,001 – 3,000 sq. ft.
 - ≥ 3,001
- Change of Occupant/Occupancy
 - ≤ 1,000 sq. ft.
 - 1,001 – 3,000 sq. ft.
 - ≥ 3,001
- Daily Use
- Home Occupation
- Public Use
- Right of Way
- Sign
- Tent/Inflatable Use with Other Zoning Permit
- Tent/Inflatable Stand Alone
- Other: _____

Please Read and Complete the Following Sections As Applicable:

Daily Use Permit: (for daily vendors setting up & packing up each day)

- 1) Will there be food sold on this property? If so, please provide Health Certificate. Yes No
- 2) Will other items be sold on this property? Yes No
Please list: _____
- 3) Please Complete Form (A) attached.

Home Occupation Permit:

- 1) Please Complete Form (B) attached.
- 2) Site Plan illustrating location in home where business is to be conducted. You may use Form A attached, please disregard parking instruction directions.

Public Use Permit:

Not for Profit corporations shall be allowed to sell goods, wares, and merchandise in public squares and parks upon the issuance of a public use permit. Note: This permit applies to Ernie Mills Park, Centennial Park, Datesman Park, Dupree Park, L.L. Roberts Park (Water Tower #2), and the Dunnellon Middle School Property only. Also includes any event that will affect vehicle or pedestrian traffic flow.

Note: Additional Fees may be charged by the City for services necessary to cover event. Fees will be based on actual costs.

I have read and understand these conditions: _____

Sign Permit: **Attach Scale Color Diagram/Drawing and Materials List - Must be attached to process application.**

Location of Sign: Window Door Wall Other _____ Dimensions of Sign: _____
 Temporary Permanent Illuminated: Yes No
 Historical Board Approval Needed? Yes No Approval Date: _____

.....
 Contractor Name _____ License # _____
 Phone: (____) _____ City Reg. # _____
 Address: _____
 Contractor Signature: _____

A licensed, registered electrical contractor must hook-up electrical signs other than plug-in.

Electrical Contractor: _____ License # _____
 Phone: (____) _____ City Reg. # _____
 Address: _____
 Electrical Contractor Signature: _____

Right of Way Permit:

- 1) Proposed Construction Within Right-of-Way:
 - Driveway Sidewalk Utility (type): _____
 - Road (type, right-of-way width, land width): _____
 - Tree Removal: _____ Other: _____

- 2) Contractor: _____ Lic. Number: _____
 Telephone: _____ Fl. Locates Ticket #: _____
 Address: _____

3) This Application Becomes A Permit When Signature Of Authorization Is Affixed And Is Issued Subject To The Following Conditions.

- 1. All authorized work shall be completed in accordance with the provisions of this Permit, The City of Dunnellon's Land Development Code and the Code of Ordinances, the Public Services Department Standard Construction Specifications, and any other applicable regulation.
- 2. Private driveways, public utilities, and other such improvements permitted herein are considered as remaining in private ownership. The owners of such facilities, or their successors or assigns, shall be responsible for maintaining such facilities in good and safe repair. Chapters 125 and 337 Florida Statutes also apply.
- 3. This permit expires ninety (90) days from date of approval, if work has not commenced.
- 4. Please contact the Public Services Department at 352-465-8590 to schedule an appointment for inspection of the site BEFORE commencing any work. Forty-eight (48) hours notice is required.
- 5. Before any contractor penetrates ground, the contractor must call Sunshine One-Call of Florida at 8-1-1 per Florida Statute Chapter 556.
- 6. **Driveway aprons require an additional inspection of the form before pouring. Please contact the Public Services Department at 352-465-8590 to schedule an appointment. Twenty-four (24) hours notice is required.**
- 7. Permit must be on job site at all times work is being performed.

Special Conditions: _____

Tent/Inflatable Permit: (Seven Day Maximum)

Documents Needed:

- a) Notarized Letter of Permission from Property Owner(s)
- b) Certificate of Flame Resistance is REQUIRED for all tents
- c) Proof of Liability Insurance
- d) State Vendor's License (if applicable)
- e) Site Plan Showing Tent Placement on the Property

I DO HEREBY AFFIRM THAT THE INFORMATION CONTAINED HEREIN AND THE ATTACHMENTS HERETO ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Applicant Signature

Date

FOR CITY USE ONLY:

Zoning Requirements:

Is Proposed Business Compatible With Zoning? Yes No
If not, why not? _____
Minimum Number of Parking Spaces Required: _____
Number of Parking Spaces Available: _____
Exempt from Parking Requirements? Yes No
Authorization Letter From Property Owner Attached? Yes No
Historic Board? Yes No

Required Authorizations:

_____ Date: _____
PERMITS _____ Date: _____
APPROVED _____ Date: _____
 _____ Date: _____

Community Development: _____ Date: _____

For Right of Way Permits Only:

Public Services Department:

Streets and Roads: Please Attach Notes

A) Stormwater:

Initial Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____

B) Driveway apron/forming & pouring/final install of culvert pipe or storm drainage/etc.:

Final Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

Utilities: Please Attach Notes

Underground utilities: water & sewer

Locate Requested: Yes No Ticket #: _____
(Contractor to call 8-1-1)

Initial Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

Public Safety:

Please Attach Notes

Initial Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

Final Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

Community Development:

Please Attach Notes

Initial Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

Final Inspection: Approved Disapproved Date: _____
Signature of Authorization: _____ Title: _____

FORM (B)

Home Occupancy General Affidavit
Home Occupation Permit Number: _____

COMES NOW, _____, City of Dunnellon,
County of Marion, State of Florida and who makes this statement and Affidavit upon
oath that the following matters and facts set forth here are true and correct:

Signature of Applicant

Name of Applicant (Printed)

Date: _____

State of _____
County of _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
by _____, who is () personally known to me or who () has
produced _____ as identification.

(Seal)

Signature of Notary Public

Home Occupation Regulations

11. *Home occupations.* Home occupations may be conducted in all residential districts under the following provisions:
 - A. There shall be no display of goods or advertising visible from any street.
 - B. A non-illuminated nameplate, not exceeding one square foot in area, may be displayed providing the same is affixed flat against the exterior surface at a position not more than two feet distance from the main entrance to the residence.
 - C. No home occupation shall occupy more than 20 percent of the first-floor area of the residence, exclusive of the area of any open porch or attached garage or similar space not suited or intended for occupancy as living quarters. No rooms which have been constructed as an addition to the residence, nor any attached garage or porch which has been converted into living quarters, shall be considered as floor area until two years after the date of the completion thereof, as shown by the records in the zoning department of the city.
 - D. No home occupation shall be conducted in an accessory building but must be conducted in the residence of the proprietor.
 - E. No electric motor having greater than one-third horsepower rating shall be used in the conduct of any home occupation, and the total combined ratings of such permitted electric motors shall not exceed one horsepower.
 - F. The following shall not be considered home occupations: beauty shops, barbershops, photographic studios, fortunetelling, outdoor repair, retail sales, or nursery schools caring for more than three children other than children related by marriage, blood, or adoption.
 - G. All motors and equipment used in the conduct of any home occupation shall be shielded so as not to cause radio or television interference.
 - H. Only members of the immediate family living in the residence shall be permitted to work at the home occupation.
 - I. No use may be conducted entailing the use of chemicals or matter of [or] energy that may create or cause to [be] created objectionable noise, noxious odors or hazards dangerous to the public health, safety or welfare.
 - J. Any person desiring to conduct a home occupation in a residential district shall first apply to the zoning director for a permit therefore, such application to be on a form prepared by the zoning director and shall include, but not by way of limitation, the following information;
 - (1) Name of applicant.
 - (2) Location of residence wherein home occupation, if approved, will be conducted.
 - (3) Total floor area of the first floor of the residence.
 - (4) Area of room or rooms to be utilized in the conduct of the home occupation.
 - (5) A sketch showing the floor plan and the area thereof to be utilized for the conduct of the home occupation.
 - (6) The nature of the home occupation sought to be approved.
 - K. The zoning director shall then issue a permit for such home occupation. A fee of \$2.00 to cover administrative costs shall be collected before the permit is issued.
 - L. Any resident of the city shall have the right to object to the issuance of a home occupation permit and shall have the right to request a hearing before the planning commission. The zoning commission shall have the power to revoke any occupation permit if after hearing they find the holder of the occupation permit to be a nuisance.

Zoning Application(s) & Fees:

***Marked Inspections are Mandatory: Fire Department (352) 465-8595 / Water Department (352) 465-8590**

Please check all that apply:

Permit Number:

Permit Type	Fees	Fee Total		Code	Waived
Annual Inspections					
Fire Code Inspection	\$65.00		≤ 1,000 sq ft.	34290	
	\$85.00		1,001-3,000	34290	
	\$100 plus \$0.01 p/sq. ft.		≥ 3,001 sq. ft.	34290	
Back Flow Valve	\$30.00			34356W	
Change of Occupancy:					
Fire Code Inspection	\$65.00		≤ 1,000 sq ft.	34290	
	\$85.00		1,001-3,000	34290	
	\$100 plus \$0.01 p/sq. ft.		≥ 3,001 sq. ft.	34290	
Building Code Inspection	\$75.00			32200	
Water Dept. (Grease Trap)*	\$30.00			34356W	
Water Dept. (Backflow Valve)*	\$30.00			34356W	
Daily Use:				32202	
Permit Fee	\$100.00			32202	
Fire Code Inspection	\$65.00		≤ 1,000 sq ft.	34290	
	\$85.00		1,001-3,000	34290	
	\$100 plus \$0.01 p/sq. ft.		≥ 3,001 sq. ft.	34290	
Tent	\$100.00			34290	
Sign	\$100.00			32202	
Home Occupation:	\$2.00			32202	
BTR	\$54.69			32100	
Public Use:	\$100.00			32202	
Trash Deposit (separate check)	\$300.00		Refundable	36000	
R.O.W.	\$100.00			32202	
Sign	\$100.00			32202	
Tent/Inflatable Use w/Zoning Permit	\$100.00			32202	
Fire Code Inspection	\$65.00		≤ 1,000 sq ft.	34290	
	\$85.00		1,001-3,000	34290	
	\$100 plus \$0.01 p/sq. ft.		≥ 3,001 sq. ft.	34290	
Trash Deposit (separate check)	\$300.00		Refundable	36000	
Tent/Inflatable Stand Alone	\$100.00			32202	
Fire Code Inspection	\$65.00		≤ 1,000 sq ft.	34290	
	\$85.00		1,001-3,000	34290	
	\$100 plus \$0.01 p/sq. ft.		≥ 3,001 sq. ft.	34290	
Trash Deposit (separate check)	\$300.00		Refundable	36000	
After the Fact Permit (Failure to Comply)	Double Permit Fee				
Other:	\$				
Admin Fee	\$50.00			32201	
TOTAL					
Received of:					
Address:					
Check: <input type="checkbox"/>	Cash: <input type="checkbox"/>	Credit Card: <input type="checkbox"/>			
Signed				Date	