

**COMMERCIAL BUILDING PERMIT REQUIREMENTS**

**CITY OF ZEPHYRHILLS**

5335 - 8<sup>th</sup> Street

Phone: 813-780-0020

Fax: 813-780-0021

1. All Site Plan Review requirements must be satisfied before permit issuance.
2. Three (3) sets of Building Plans - professionally signed & sealed showing Electrical, Plumbing and Mechanical layouts and Life Safety/Fire Protection.
3. Applicable Florida Energy Efficiency Code Form.
4. Licensing Requirements: (a) Proof of either State Certified License or County Competency License with State Registration (b) City or County Business Tax Receipt (c) Certificate of Insurance on Worker's Comp or State Exemption (d) if contractor is regulated by DBPR there is no registration fee, otherwise, fee is \$30.00. Notarized authorization letter is required if anyone other than license holder signs permit or application. Property that will be rented, leased or sold, will have to be contracted by properly licensed people as per state law.
5. Sewer & Water Connection Fees, and Water Meter Fee must be paid prior to or at the time of permit issuance. Public Safety Impact Fee must be paid prior to C.O. issuance. If Transportation Impact Fee is not paid in full at permit issuance - 25% must be paid with balance due prior to C.O. issuance.
6. 2004 Florida Building Code & all applicable subsections apply.
7. Pasco County Resource Fee must be paid prior to issuance of Certificate of Occupancy.
8. Allowance of ten (10) working days after submittal date required for plans approval.
9. Inspection requests are scheduled for the following workday.
10. Parcel I.D. number is mandatory on Permit Application.