



ROOFING PERMIT PACKET

Please complete the following and submit along with permit packet.

<u>Construction Type</u>	<u>Roof Type</u>		<u>\$Contract Amount\$</u>
Re-Roof	<input type="checkbox"/> Metal	<input type="checkbox"/> Shingle	\$ _____
Roof-Over	<input type="checkbox"/> Metal	<input type="checkbox"/> Shingle	\$ _____

The following inspections are required:

Roof Over

- In-Progress
- Final

Re-Roof

- Sheathing
- Final

****Roofing affidavits for residential dwelling can only be submitted with prior approval from the Building Inspector. If for some reason, the sheathing inspection cannot be completed, please contact me for other alternatives.****

Roofing permits are based on the valuation of the contract price provided; any job that is \$2500 or more requires a notice of commencement to be filed at the Clerk's Office.



**JEFFERSON COUNTY/CITY OF MONTICELLO
BUILDING DEPARTMENT**

445 W. PALMER MILL RD. Δ MONTICELLO, FLORIDA 32344

Phone: (850) 342-0223
Fax: (850) 342-0225

Roofing Inspection Affidavit

RE: Permit # _____

Contractor: _____ License Number _____

- _____ Registered/Certified
- _____ Engineer
- _____ Architect
- _____ Building Inspector

Property Owner: _____
First Middle Last

Job Site Address: _____
Street City State Zip

Parcel ID#: _____

.....
By signing this affidavit, I am acknowledging that I personally conducted an inspection on the roof deck nailing and/or secondary water barrier of the above site address. Based upon that examination, I have determined the installation was done according to the Hurricane Mitigation Retrofit Manual (Based on 553.844 F.S.).

Contractor's Signature

Date

STATE OF FLORIDA
COUNTY OF JEFFERSON

Sworn to a subscribed before me this _____ day of _____ A.D.
by _____

Notary Public, State of Florida: _____
Signature

(Print, Type, or Stamp Name) (Commission No.)

Personally Known

Produced Identification -Type of Identification Produced _____

****General building, Residential, or Roofing contractor or any individual certified under 468 F.S. to make such an inspection. Include photographs of each plane of the roof with the permit number or address number clearly shown marked on the deck for each inspection.****

THIS INSTRUMENT PREPARED BY:

NOTICE OF COMMENCEMENT

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED HEREBY INFORMS YOU THAT IMPROVEMENTS WILL BE MADE TO THE CERTAIN REAL PROPERTY AND IN ACCORDANCE WITH SECTION 713.13, FLORIDA STATUTES, THE FOLLOWING INFORMATION IS STATED IN THIS NOTICE:

- 1. DESCRIPTION OF PROPERTY:
- 2. GENERAL DESCRIPTION OF IMPROVEMENT:
- 3. NAME AND ADDRESS OF OWNER:
- 4. OWNER'S INTEREST IN THE SITE OF IMPROVEMENT:
- 5. NAME AND ADDRESS OF THE FEE SIMPLE TITLE HOLDER (IF OTHER THAN THE OWNER);
- 6. NAME AND ADDRESS OF CONTRACTOR:
- 7. NAME AND ADDRESS OF LENDER MAKING A LOAN FOR CONSTRUCTION OF IMPROVEMENT:
- 8. NAME AND ADDRESS OF PERSON WITHIN THE STATE OF FLORIDA DESIGNATED BY OWNER UPON WHOM NOTICES OR OTHER DOCUMENTS MAY BE SERVED:
- 9. IN ADDITION TO HIMSELF, OWNER DESIGNATES THE FOLLOWING PERSON TO RECEIVE A COPY OF THE LEINOR'S NOTICE AS PROVIDED IN SECTION 713.06(2)(b), FLORIDA STATUTES:
- 10. THE EXPIRATION DATE OF THIS NOTICE OF COMMENCEMENT IS ONE (1) YEAR FROM THE RECORDING DATE HEREOF.

SIGNATURE

DATE

STATE OF FLORIDA
COUNTY OF JEFFERSON

Signed before me this _____ day of _____ 20____,
by _____

PERSONALLY KNOWN: _____

PRESENTED IDENTIFICATION: _____, IDENTIFICATION PROVIDED: _____

SIGNATURE OF NOTARY
(SEAL)

Jefferson County Building Department
445 W. Palmer Mill Rd. < Monticello, FL 32344
Ph. No. 850-342-0223 < Fax 342-0225

Construction Debris Disposal

Property ID Number: _____

911 Address of Site: _____

Contractor or Business Name: _____

Construction Debris generated during, after or due to above project will be disposed of as follows:

() Jefferson County supplied roll off construction dumpster.

◆ Contact Beth Thorne 850-342-0184

() Private provider of debris removal or dumpster service.

() Hauled by owner/contractor to dump site in Madison County

◆ Aucilla Waste Area; Hwy 221 South, Greenville

() Other means

Explain _____

Signature: _____

Date: ___ / ___ / ___

You are not allowed to place construction debris in or around any county/city dumpster not explicitly for construction use.