

**CITY OF QUINCY**  
**BUILDING AND PLANNING DEPARTMENT**

404 West Jefferson Street

Quincy, Florida 32351

Phone: (850) 618-0030

Fax: (850) 875-3733

**DRIVEWAY PERMIT APPLICATION**

1. Date \_\_\_\_\_
2. Property Owners Name \_\_\_\_\_
3. Owners Address \_\_\_\_\_
4. Job Site Address \_\_\_\_\_
5. Contractor \_\_\_\_\_ License # \_\_\_\_\_
6. Contractors Address \_\_\_\_\_
7. Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_  
Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Parcel # \_\_\_\_\_
8. Valuation of the project: \_\_\_\_\_
9. Provide site plan. Plan shall show dimensions of the proposed driveway and setbacks from the property lines.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with the applicable laws regulating construction and zoning.

**WARNING TO OWNER: 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 YOUR LENDER OR ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

Signature \_\_\_\_\_

Owner or Agent (including contractor)

Sworn to and subscribed before me by \_\_\_\_\_

who is personally known to me or produced \_\_\_\_\_

as identification, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Notary's Signature \_\_\_\_\_

Printed name of Notary \_\_\_\_\_

Commission No./Expiration \_\_\_\_\_

SEAL:

Signature \_\_\_\_\_

Contractor

Sworn to and subscribed before me by \_\_\_\_\_

who is personally known to me or produced \_\_\_\_\_

as identification, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Notary's Signature \_\_\_\_\_

Printed name of Notary \_\_\_\_\_

Commission No./Expiration \_\_\_\_\_

SEAL:

APPLICATION APPROVED BY \_\_\_\_\_ PERMIT OFFICER