

Columbia County Addition Permit Application

For Office Use Only Application # _____ Date Received _____ By _____ Permit # _____

Zoning Official _____ Date _____ Flood Zone _____ Land Use _____ Zoning _____

FEMA Map # _____ Elevation _____ MFE _____ River _____ Plans Examiner _____ Date _____

Comments _____

☐ NOC ☐ Deed or PA ☐ Dev Permit # _____ ☐ In Floodway ☐ Letter of Auth. from Contractor

☐ F W Comp. letter ☐ Owner Builder Disclosure Statement ☐ Land Owner Affidavit ☐ Ellisville Water

☐ Site Plan ☐ Env. Health Approval _____ ☐ Sub VF Form

*This page not required if Online Submission.

Applicant (person authorized to submit forms) Charlotte Johnson Fax _____ Phone 352-472-7663

Address 3717 SW 298th St Newberry Fl 32669

Owners Name VTP LLC (Vicki Perrung) Phone 386-365-7735

911 Address 125 SW Midtown Plaza Lake City Fl

Contractors Name Charlotte Johnson / Certified Phone 352 472 7663

Address 3717 SW 298th St Newberry Fl 32669

Applicants Email certified6870@gmail.com ***Updates will be sent here.

Fee Simple Owner Name & Address _____

Bonding Co. Name & Address NA

Architect/Engineer Name & Address NA

Mortgage Lenders Name & Address NA

Circle the correct power company - FL Power & Light - Clay Elec. - Suwannee Valley Elec. - Duke Energy

Property ID Number 31-35-17-06247-11 (26361) Estimated Construction Cost 10,000

Subdivision Name Midtown Comm. Ctr Lot 11 Block _____ Unit _____ Phase _____

Construction of Repair Mansard ☒ Commercial OR ☐ Residential

Type of Structure (House; Mobile Home; Garage; Exxon) Comm Bldg

Use/Occupancy of the building now Retail Sales Is this changing _____

If Yes, Explain, Proposed Use/Occupancy _____

Is the building Fire Sprinkled? NA If Yes, blueprints included _____ Or Explain _____

Entrance Changes (Ingress/Egress) NA If Yes, Explain _____

Actual Distance of Addition from Property Lines - Front NA Side _____ Side _____ Rear _____

Heated Floor Area NA Total Floor Area NA

Zoning Applications applied for (Site & Development Plan, Special Exception, etc.) _____



COLUMBIA COUNTY BUILDING DEPARTMENT

135 NE Hernando Ave., Suite B-21, Lake City, FL 32055

Office: 386-758-1008 Fax: 386-758-2160

www.columbiacountyfla.com/BuildingandZoning.asp

EXISTING BUILDING (Residential or Commercial) EXTERIOR ~ INTERIOR ~ REMODELS ~ UPGRADES

Submit Permit Applications Online at: <https://www.columbiacountyfla.com/PermitSearch/MyBNZPortalLogin.aspx>

PERMIT EXEMPTION: If the construction job cost is \$4000.00 or less, no permit is required. (County Ord.2012-2) This does not change the requirement for the use of licensed contractors and the requirement of recording a Notice of Commencement when the cost is \$5000.00 or more. (F.S. ch:489, F.S. ch:713)

The Deeded Property Owner must sign the 2nd page of the application. If the customer has a **notarized Power of Attorney for from the Deeded Property Owner**, then that named person can sign for the owner.

For Corporate Ownership we must have documents to prove the person signing as the owner has the Authority to do so. (By: Articles of Incorporation, Proper contract documents, officer's authority on company letterhead, or other notarized documents; these documents will be reviewed prior to permit issuance.)

Agents cannot sign the Application for the contractor this must be the license holder.

☒ *Page 1 of 2 - Not required when submitted Online. Information on form completed as part of the Online application.
☐ If paper submission - Two page Permit Application with **PROPERTY OWNER'S SIGNATURE & notarized**

☐ contractor signature on 2nd page

☒ Subcontractors Verification Form, **signed** by the license holder/contractor that is subcontracted the job, if subcontractors are being used.

☐ License Holders (Contractors) must complete a "Letter of Authorization" for who signs the permit.

☐ If an Owner Builder, Notarized Disclosure Statement (Owner Builders **must** sign for the Permit).

☒ Recorded deed or Property Appraiser's parcel details printout; **and if**

☐ Owner is Corporation or Trust, **provide** corporate articles listing the signor, trust executor or POA forms.

☐ Product Approval Code Spec sheet, if adding or replacing products with Florida approval numbers.

☒ Recorded Notice of Commencement; before the 1st inspection.

☐ Provide information on Development Permits/Zoning Applications applied for, if applicable.

☐ **List of the job details including all stages of construction and all work being performed; STAFF WILL THEN FURTHER DETERMINE IF A PLAN REVIEW IS REQUIRED,**

PLAN REVIEW IS REQUIRED FOR: Any property located within a Flood Zone OR any Substantial Improvement- Any repair, reconstruction, rehabilitation, alteration, addition or other improvement of a building or structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either: (1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the Building Official and that is the minimum necessary to ensure living conditions; or (2) Any alteration of a historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.

Which may include...

☒ **Other as listed:** Drawing of Mansard

☐ 2 sets of blueprints or floor plans for safety review, Signed & Sealed Engineering, if any structural changes.

☐ 2 sets of Signed & Sealed truss engineering, if any roof changes.

☐ 2 sets of energy code & Manual J forms, if required.

☐ Septic Release or Septic Signed site plan from Environmental Health Department, call 386-758-1058.

Columbia County Building Permit Application - "Owner and Contractor Signature Page"

CODES: 2023 Florida Building Code 8th Edition and the 2020 National Electrical Code.

Application is hereby made to obtain a permit to do work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work be performed to meet the standards of all laws regulating construction in this jurisdiction.

TIME LIMITATIONS OF APPLICATION : An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless pursued in good faith or a permit has been issued.

TIME LIMITATIONS OF PERMITS: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time work is commenced. A valid permit receives an approved inspection every 180 days. Work shall be considered not suspended, abandoned or invalid when the permit has received an approved inspection within 180 days of the previous approved inspection.

FLORIDA'S CONSTRUCTION LIEN LAW: Protect Yourself and Your Investment: According to Florida Law, those who work on your property or provide materials, and are not paid-in-full, have a right to enforce their claim for payment against your property. This claim is known as a construction lien. If your contractor fails to pay subcontractors or material suppliers or neglects to make other legally required payments, the people who are owed money may look to your property for payment, even if you have paid your contractor in full. This means if a lien is filed against your property, it could be sold against your will to pay for labor, materials or other services which your contractor may have failed to pay.

NOTICE OF RESPONSIBILITY TO CONTRACTOR AND AGENT: YOU ARE HEREBY NOTIFIED as the recipient of a building permit from Columbia County, Florida, you will be held responsible to the County for any damage to sidewalks and/or road curbs and gutters, concrete features and structures, together with damage to drainage facilities, removal of sod, major changes to lot grades that result in ponding of water, or other damage to roadway and other public infrastructure facilities caused by you or your contractor, subcontractors, agents or representatives in the construction and/or improvement of the building and lot for which this permit is issued. No certificate of occupancy will be issued until all corrective work to these public infrastructures and facilities has been corrected.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

OWNERS CERTIFICATION: I CERTIFY THAT ALL THE FOREGOING INFORMATION IS ACCURATE AND THAT ALL WORK WILL BE DONE IN COMPLIANCE WITH ALL APPLICABLE LAWS REGULATING CONSTRUCTION AND ZONING.

NOTICE TO OWNER: There are some properties that may have deed restrictions recorded upon them. These restrictions may limit or prohibit the work applied for in your building permit. You must verify if your property is encumbered by any restrictions or face possible litigation and or fines.

Victoria Y. Penning
Printed Owners Name

Victoria Y. Penning
Owners Signature

****Property owners must sign here before any permit will be issued.**

CONTRACTORS AFFIDAVIT: By my signature, I understand and agree that I have informed and provided this written statement to the owner of all the above written responsibilities in Columbia County for obtaining this Building Permit including all application and permit time limitations.

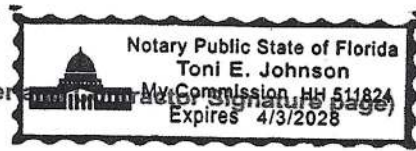
Charlotte Johnson
Contractor's Signature

Contractor's License Number CBC1252541
Columbia County
Competency Card Number _____

Affirmed and subscribed before me the Contractor by means of ☒ physical presence or ☐ online notarization, this 1st day of June 2024, who was personally known ☒ or produced ID ☐

Toni E. Johnson
State of Florida Notary Signature (For the Contractor)

SEAL:



(Electronic Signatures Are Accepted.)

Page 2 of 2

(Owner

Revised 12/2023

SCOPE OF WORK

2023 Florida Building Code, Energy Conservation, 8th Edition

Job Site Address: _____

BUILDING (INTERIOR)

1. _____ 3. _____ 5. _____ ☐ No interior work being done.
2. _____ 4. _____ 6. _____

BUILDING (EXTERIOR)

1. Scope of Work + Drawing Attached ☐ No exterior work being done.
2. per conversation with Troy Crew 3. _____ 4. _____ 5. _____ 6. _____

MECHANICAL

1. _____ 3. _____ 5. _____ ☐ No mechanical work being done.
2. _____ 4. _____ 6. _____

ELECTRICAL

1. _____ 3. _____ 5. _____ ☐ No electrical work being done.
2. _____ 4. _____ 6. _____

PLUMBING

1. _____ 3. _____ 5. _____ ☐ No plumbing work being done.
2. _____ 4. _____ 6. _____

GAS

1. _____ 3. _____ 5. _____ ☐ No gas work being done.
2. _____ 4. _____ 6. _____

ROOF

1. _____ 3. _____ 5. _____ ☐ No roofing work being done.
2. _____ 4. _____ 6. _____

Created 12/2023

SUBCONTRACTOR VERIFICATION

APPLICATION/PERMIT # _____ JOB NAME Mird town Plaza

THIS FORM MUST BE SUBMITTED BEFORE A PERMIT WILL BE ISSUED

Columbia County issues combination permits. One permit will cover all trades doing work at the permitted site. It is **REQUIRED** that we have records of the subcontractors who actually did the trade specific work under the general contractors permit.

NOTE: It shall be the responsibility of the general contractor to make sure that all of the subcontractors are licensed with the Columbia County Building Department.

Use website to confirm licenses: <http://www.columbiacountyfla.com/PermitSearch/ContractorSearch.aspx>

NOTE: If this should change prior to completion of the project, it is your responsibility to have a corrected form submitted to our office, before that work has begun.

Violations will result in stop work orders and/or fines.

ELECTRICAL <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
MECHANICAL/A/C <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
PLUMBING/GAS <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
ROOFING <input checked="" type="checkbox"/>	Print Name <u>Charlotte Johnson</u> Signature <u>Charlotte Johnson</u> Company Name: <u>Certified Roofing & Const</u> License #: <u>CCC 057237</u> Phone #: <u>352-665-8553</u>	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
SHEET METAL <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
FIRE SYSTEM/SPRINKLER <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
SOLAR <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE
STATE SPECIALTY <input type="checkbox"/>	Print Name _____ Signature _____ Company Name: _____ License #: _____ Phone #: _____	Need <input type="checkbox"/> Lic <input type="checkbox"/> Liab <input type="checkbox"/> W/C <input type="checkbox"/> EX <input type="checkbox"/> DE



COLUMBIA COUNTY BUILDING DEPARTMENT
135 NE Hernando Ave, Suite B-21, Lake City, FL 32055
Phone: 386-758-1008 Fax: 386-758-2160

LETTER OF AUTHORIZATION TO SIGN FOR PERMITS

I, _____ (license holder name), licensed qualifier
for _____ (company name), do certify that
the below referenced person(s) listed on this form is/are contracted/hired by me, the license
holder, or is/are employed by me directly or through an employee leasing arrangement; or, is an
officer of the corporation; or, partner as defined in Florida Statutes Chapter 468, and the said
person(s) is/are under my direct supervision and control and is/are authorized to purchase
permits, call for inspections and sign on my behalf.

Printed Name of Person Authorized	Signature of Authorized Person
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

I, the license holder, realize that I am responsible for all permits purchased, and all work done
under my license and fully responsible for compliance with all Florida Statutes, Codes, and
Local Ordinances. I understand that the State and County Licensing Boards have the power and
authority to discipline a license holder for violations committed by him/her, his/her agents,
officers, or employees and that I have full responsibility for compliance with all statutes, codes
and ordinances inherent in the privilege granted by issuance of such permits.

If at any time the person(s) you have authorized is/are no longer agents, employee(s), or
officer(s), you must notify this department in writing of the changes and submit a new letter of
authorization form, which will supersede all previous lists. Failure to do so may allow
unauthorized persons to use your name and/or license number to obtain permits.

License Holders Signature (Notarized)

License Number

Date

NOTARY INFORMATION:

STATE OF: Florida COUNTY OF: _____

The above license holder, whose name is _____,
personally appeared before me and is known by me or has produced identification
(type of I.D.) _____ on this _____ day of _____, 20____.

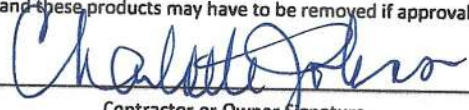
NOTARY'S SIGNATURE

(Seal/Stamp)

As required by Florida Statute 553.842 and Florida Administrative Code 9B-72, please provide the information and approval numbers on the building components listed below if they will be utilized on the construction project for which you are applying for a building permit. We recommend you contact your local product supplier should you not know the product approval number for any of the applicable listed products. Statewide approved products are listed online @ www.floridabuilding.org

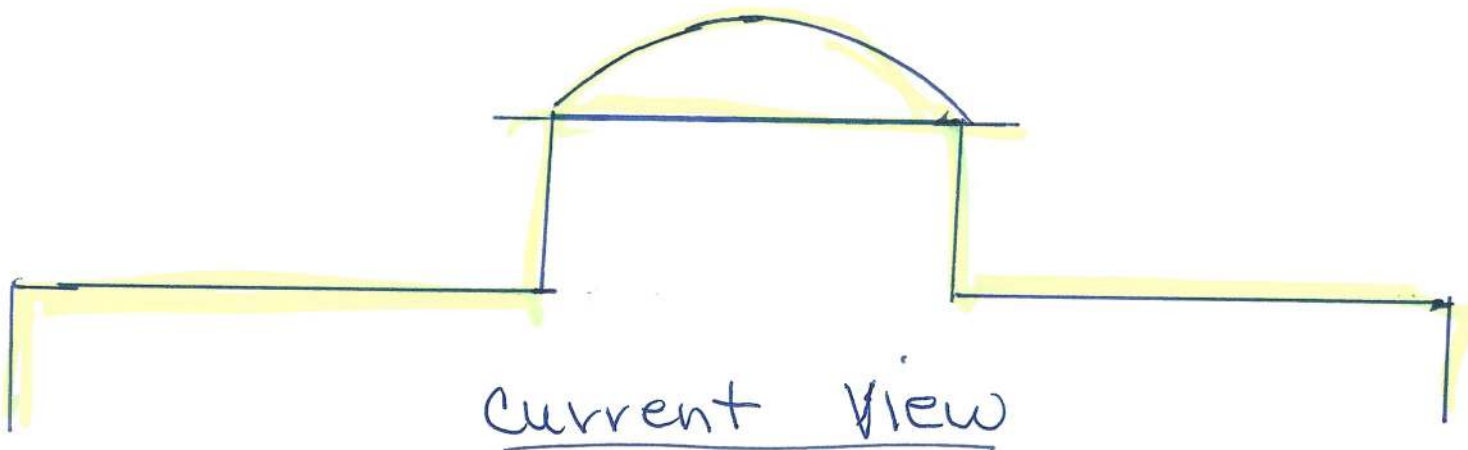
Category/Subcategory	Manufacturer	Product Description	Approval Number(s)
1. EXTERIOR DOORS			
A. SWINGING			
B. SLIDING			
C. SECTIONAL/ROLL UP			
D. OTHER			
2. WINDOWS			
A. SINGLE/DOUBLE HUNG			
B. HORIZONTAL SLIDER			
C. CASEMENT			
D. FIXED			
E. MULLION			
F. SKYLIGHTS			
G. OTHER			
3. PANEL WALL			
A. SIDING			
B. SOFFITS			
C. STOREFRONTS			
D. GLASS BLOCK			
E. OTHER			
4. ROOFING PRODUCTS			
A. ASPHALT SHINGLES			
B. NON-STRUCT METAL			
C. ROOFING TILES			
D. SINGLE PLY ROOF			
E. OTHER			
5. STRUCT COMPONENTS			
A. WOOD CONNECTORS			
B. WOOD ANCHORS			
C. TRUSS PLATES			
D. INSULATION FORMS			
E. LINTELS			
F. OTHERS			
6. NEW EXTERIOR ENVELOPE PRODUCTS			

The products listed below did not demonstrate product approval at plan review. I understand that at the time of inspection of these products, the following information must be available to the inspector on the jobsite; 1) copy of the product approval, 2) performance characteristics which the product was tested and certified to comply with, 3) copy of the applicable manufacturers installation requirements.
 Further, I understand these products may have to be removed if approval cannot be demonstrated during inspection.

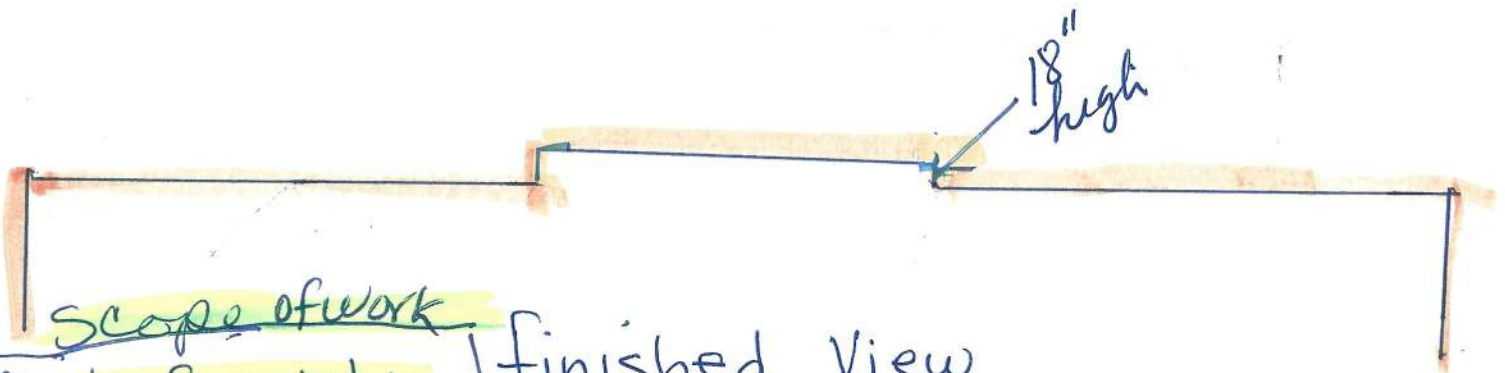


 Contractor or Owner Signature

NOTES:



Current View



18" high

Scope of work

finished View

Cut of existing
Top Curve
2X Top Plate
Gator Gypsum
will Finish Stucco
We will install
metal coping
to finished Product
and Seal

Dry in with ice + water shield
Install New metal coping

VYP LLC - V. Perrung
125 SW Midtown Plaza
Lake City, Florida 32055

Parcel # 31-3S-17-06247-111-(26361)

Notice of Commencement

Permit Number _____

✓ Parcel Number 31-33-17-06247-111 (26301)

State of Florida

County of Columbia

THE UNDERSIGNED HEREBY gives notice that improvement(s) will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. Description of property: Lot 11 Midtown Comm Ctr S/D 835-764, 862-482, 1017-1857, 1080-835
a. Street (job) Address: 125 SW Midtown Plaza Lake City, FL 32655 2018
2. General description of improvement(s): Rework Mansard
- ✓ 3. Owner information or lessee information if the lessee contracted for the improvement:
 - a) Name and address: V. Perrung VY PLLC 794 SW Mandibi Dr Lake City, FL 32624
 - b) Interest in Property: Owner
 - c) Name and address of Fee Simple Titleholder (if other than owner listed above): _____
4. Contractor Information:
 - a) Name and Address: Certified Roofing & Const. PO Box 1673 Newberry FL 32669
 - b) Phone: 352-472-7663 Fax (optional): Certified 6870@gmail.com
5. Surety (if applicable, a copy of the payment bond is attached)
 - a) Name and address: NA
 - b) Amount of bond \$: NA
 - c) Phone: _____
- ✓ 6. Lender
 - a) Name and address: NA
 - b) Phone: _____
7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a) 7., Florida Statutes:
 - a) Name and address: NA
 - b) Phone: _____ Fax (optional): _____
8. In addition to himself, Owner designates the following person(s) to receive a copy of Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.
 - a) Name and address: NA
 - b) Phone: _____
9. Expiration date of notice of commencement (the expiration date is one (1) year from the date of recording unless a different date is specified.) _____, 20____



WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Under penalty of perjury, I declare that I have read the foregoing notice of commencement and that the facts stated therein are true to the best of my knowledge and belief.

✓ Victoria Y. Perrung
(Signature of Owner of Lessee, or Owner's or Lessee's Authorized Officer/Director/Partner/Manager)

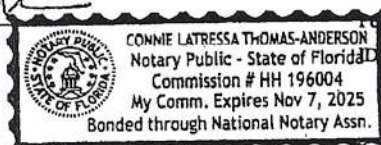
Victoria Perrung
(Print Name and Provide Signatory's Title/Office)

The foregoing instrument was acknowledged before me this 17 day of May, 2024 (year) by

Victoria Perrung (name of person) as _____ (type of authority, e.g. officer, trustee, attorney in fact) for _____ (name of party on behalf of whom instrument was executed).

✓ Notary Signature: Connie Anderson

Print Name: Connie Anderson



Personally Known: ✓

Produced: _____

Columbia County Property Appraiser

Jeff Hampton

2024 Working Values

updated: 5/23/2024

Parcel: << 31-3S-17-06247-111 (26361) >>

Owner & Property Info

Result: 3 of 6

Owner	VYP, LLC
	794 SW MANDIBI DR
	LAKE CITY, FL 32024
Site	125 SW MIDTOWN PL, LAKE CITY
Description*	LOT 11 MIDTOWN COMMERCIAL CENTER S/D. 835-764, 862-482, 1017-1857, 1080-833, WD 1208-2618,
Area	0.5 AC
S/T/R	31-3S-17
Use Code**	STORE/OFFICE (1117)
Tax District	2

*The Description above is not to be used as the Legal Description for this parcel in any legal transaction.

**The Use Code is a FL Dept. of Revenue (DOR) code and is not maintained by the Property Appraiser's office. Please contact your city or county Planning & Zoning office for specific zoning information.

Property & Assessment Values

2023 Certified Values		2024 Working Values	
Mkt Land	\$26,100	Mkt Land	\$26,100
Ag Land	\$0	Ag Land	\$0
Building	\$251,503	Building	\$257,776
XFOB	\$8,229	XFOB	\$8,229
Just	\$285,832	Just	\$292,105
Class	\$0	Class	\$0
Appraised	\$285,832	Appraised	\$292,105
SOH Cap [?]	\$0	SOH Cap [?]	\$0
Assessed	\$285,832	Assessed	\$292,105
Exempt	\$0	Exempt	\$0
Total Taxable	county:\$285,832 city:\$0 other:\$0 school:\$285,832	Total Taxable	county:\$292,105 city:\$0 other:\$0 school:\$292,105

Aerial Viewer Pictometry Google Maps

2023 2022 2019 2016 2013 Sales



Sales History

Sale Date	Sale Price	Book/Page	Deed	V/I	Qualification (Codes)	RCode
1/28/2011	\$400,000	1208/2618	WD	I	Q	01
6/2/2004	\$52,900	1017/1857	WD	V	Q	
7/9/1998	\$46,900	0862/0482	WD	V	Q	

Building Characteristics

Bldg Sketch	Description*	Year Blt	Base SF	Actual SF	Bldg Value
Sketch	PREF M B R (8800)	2006	3550	4100	\$257,776

*Bldg Desc determinations are used by the Property Appraisers office solely for the purpose of determining a property's Just Value for ad valorem tax purposes and should not be used for any other purpose.

Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims
0260	PAVEMENT-ASPHALT	2006	\$7,229.00	8032.00	0 x 0
0166	CONC,PAVMT	2006	\$1,000.00	500.00	0 x 0

Land Breakdown

Code	Desc	Units	Adjustments	Eff Rate	Land Value
1100	STORE 1FLR (MKT)	1.000 LT (0.500 AC)	1.0000/1.0000 1.0000/.9000000 /	\$26,100 /LT	\$26,100

Search Result: 3 of 6

© Columbia County Property Appraiser | Jeff Hampton | Lake City, Florida | 386-758-1083

by: GrizzlyLogic.com

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