



Gilchrist County Community Development

209 SE First Street Trenton, FL 32693

Phone: (352) 463-3173 Fax: (352) 354-9113

Monday – Thursday 8:00 a.m. – 5:00 p.m. /Closed on Fridays

Single Family Home Permitting Guide

Planning, Zoning, Driveway, & Addressing

Where: Gilchrist County Building Department

Contact Person: Belinda Wilkerson

You will need: Application, Survey, & Recorded Copy of the Deed

After you have submitted your Land Use Compliance application, the Gilchrist County Road Department will do a driveway inspection. This could take up to 3 business days. You must complete any work and obtain a final approval before your move-permit will be issued. Please contact the Road Department, if you have any questions (352) 463-3223.



Septic Permit

Where: Gilchrist County Health Department

Contact: (352) 463-3120 (#3) 201 NE First Street Trenton, FL 32693

You will need to obtain a Septic Permit prior to being issued a move-on permit. You must contact the Gilchrist County Health Department for their fee schedule.

Plans Submission

Upon approval for the above steps you are ready for plans submission step, and Building Permit Application. You will complete the Building application and submit all of the items on the Required Document's Checklist. The plan may take up to 3 to 5 business days to be approved. Upon approval you will pay all of the fees and you will be issued your building permit.



Permitting Fees

Upon completion/approval of above steps you will pay fees.

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| Impact Fee | \$ 3,500 {Suspended 12/05/2011} |
| Planning, Driveway, 911 Addressing | \$ 110 |
| New Construction Permit * | .15 cents per sq ft * <i>Minimum Fee of \$150.00</i> |
| Electric | \$ 95* |
| HVAC | \$ 95* |
| Plumbing | \$ 95* |
| Plan Review | \$ 150 |
| Surcharge (3% of fees (*)with \$4 min | |

Once you are issued your building permit you will need to make application with your electric company for power. We must have final septic approval prior to releasing Final Power. Please see permit for inspection process.

ALL INSPECTIONS REQUESTS MUST BE CALLED IN TO INSPECTION REQUEST LINE

(352) 463-4171

This information should only be used as a guide. Additional steps and fees may be required