



Gilchrist County Building Department

209 SE 1st Street Trenton, FL 32693

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

Date Submitted: _____

Temporary Use Permit for Recreational Vehicle

Permit Fee: \$ _____

Fees are non-refundable and subject to change (without notice)

Requirements

1. Applicant must apply for permit in-person. Must not be corporate owned.
2. Must submit proof of ownership and survey. (copy of recorded deed)
3. Must submit completed Temporary Use Permit Application with Zoning approval application.
4. Must submit State Health Department septic tank application. (Health Department)
5. Approved Driveway from County Road Department or State approval.
6. A County issued 911 address with 4" numbers on contrasting background must be posted at approved driveway entrance. Signs may be purchased at the Building Department.
7. A code compliant 60 amp power pole must be installed and inspected (see spec sheet). Applicant must contact Electric Company and apply for service.
8. Property will be posted with info of Temporary Use Permit request to allow for citizen input prior to approval.

Final Approval and Inspection

1. Upon approval of permit the site must be prepared and inspected.
2. Inspection will verify the following-
 - a. 911 sign posted at entrance to property.
 - b. Power pole installed according to electric provider and spec sheet requirements.
 - c. Septic tank with cleanout.
 - d. Well installed with electric properly connected to power pole.
 - e. All hose bibb(s) must be equipped with backflow preventers.
 - f. Pump shed installation requires auger anchors at all four corners to prevent dislodgement.

Restrictions

1. RV- Temporary Use Permits are non-transferrable and must not be used as rental.
2. Permit is valid for **one year** from date of final inspection.
3. No additional structures are allowed. A pump shed no larger than 10'x10' is permitted.
4. NO POLE BARNS-STEEL BUILDINGS-CON/EX BOXES OR SHEDS OTHER THAN 10'x10' pump shed.
5. No additional RV's are allowed. One RV per parcel.
6. Applications expire after 180 days from submittal if all required documents are not submitted.
7. RV must be a manufactured and approved Recreational Vehicle with a current State License plate.

Property Owner's Signature

Date

Property Owner's Printed Name



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- Application Form
- Copy of the most current recorded deed to property as well as any pending contracts for sale of property
- Copy of most current survey of property
- If other than owner, must have a letter of authorization from property owner allowing purchaser to act of behalf of the property owner, or the contract.

Temporary RV Use applications will not be scheduled for review until all required documentation (complete) has been submitted.

Owner/Applicant Information		
Owner Name:		
Mailing Address:		
City:	State:	Zip:
Contact Phone:	Alternate Contact#:	
Fax Number:	Email:	
Applicant Information		
Owner Name:		
Mailing Address:		
City:	State:	Zip:
Contact Phone:	Alternate Contact#:	
Fax Number:	Email:	
Project Information		
Parcel Number:		
Project Address:		
City:	State:	Zip:
Is there a power pole on property? <input type="checkbox"/> Yes <input type="checkbox"/> No		Electric Company: <input type="checkbox"/> CFEC <input type="checkbox"/> Duke
<input type="checkbox"/> Vacant Property or Existing use of the building/space/site:		
List all structures and number currently on the property		
<input type="checkbox"/> Mobile Home(s):	<input type="checkbox"/> Site Build Homes:	<input type="checkbox"/> Barn/Shed(s): <input type="checkbox"/> Other:
Onsite sewage system will be required and shall be installed prior to parking a recreational vehicle on the property. Copy of Health Department Permit required. Is there currently a septic tank on the property <input type="checkbox"/> Yes <input type="checkbox"/> No		
Requested number of days the Recreational Vehicle will be located on parcel? _____		

*** I acknowledge all requirements and restrictions listed on page 1 of this application and failure to adhere to any of those conditions, requirements or restrictions, could result in revocation of permits, other code violations, and penalties. I understand this permit is for Temporary Use only. Permit will expire one year after it has been issued.**

Signature of Owner/Contractor/Agent

Date

Printed Name of Owner/Contractor/Agent

STATE OF FLORIDA COUNTY OF Gilchrist County – The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ day of _____, 20____ by :

(Printed Name of Individual Acknowledging)

Individual identified by: Personal Knowledge Satisfactory Evidence: Type: _____
Stamp:

Signature of Notary Public - State of Florida

Printed Name of Notary Public or Stamp



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SITE PLAN

Property Owner's Name: _____

Property Size: _____

Setbacks (ft): Front: _____ Side: _____ Rear: _____

- Location of driveway or proposed driveway.
- Location of all roads and right-of-ways in relation to the property.
- Location of all existing and proposed structures.
- Location of proposed or current septic, drain field and well.



