



**CITY OF WINTER SPRINGS  
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434  
Winter Springs, Florida 32708

[customerservice@winterspringsfl.org](mailto:customerservice@winterspringsfl.org)

**Application – Site Work Permit**

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**Type of Work (Select all that apply):**

Clearing & Grubbing     Paving, Grading, and Drainage     Other

Temporary Construction Fence     Temporary Construction Trailer (Separate Permit Required)

**Site Work Job Value:** \_\_\_\_\_

**Scope of Work:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contractor's Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contractor's Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Owner Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner's Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_



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**NOTICE:** 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 with your lender or attorney before recording a Notice of Commencement. **APPLICANT:** I certify that all the foregoing information is accurate and that all work will be done with all applicable laws regulating construction and zoning. I further understand that work must commence within 60 days from issuance of a valid permit and must be completed within one year or the permit will expire. Owner must sign all permit applications unless contractor provides an “owner signed” contract or a Notarized Power of Attorney, from the owner, granting authority to the contractor for authorization of the permit.

Applicant Name (Print): \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification and who did/did not take an oath.

\_\_\_\_\_ Date: \_\_\_\_\_ (seal):

Notary Public Signature: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**Note: The Property Owner shall sign and have their signature notarized below if the Applicant is not the owner of the subject property.**

Property Owner’s Name (Print): \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification and who did/did not take an oath.

\_\_\_\_\_ Date: \_\_\_\_\_ (seal):

Notary Public Signature: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_