

# City of Dunnellon Community Development Department

## Building Permits, Planning & Zoning

The City of Dunnellon Community Development Department is responsible by Florida Statutes for building plan review and building inspections within the City of Dunnellon. The plan review and inspection functions include all commercial and residential construction plan reviews, inspections of these structures while under construction, and the tracking and permitting of the construction process. The Building Official may also disseminate building code information and ADA Standards.

**Building Official:** Robert Kegan, CBO (352)303-4620 email: [ksilent1@aol.com](mailto:ksilent1@aol.com)

**Zoning:** Teresa Malmberg (352)465-8500 email: [jtmalmberg@dunnellon.org](mailto:jtmalmberg@dunnellon.org)

To begin the permitting process, submit your completed permit application package to Community Development, Dunnellon City Hall, located at 20750 River Drive, Dunnellon, FL, 34431, for review. You may submit your completed application package in person, via email at [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org) or fax to 352-465-8505.

You may pick up permitting forms and information at City Hall or return to the [Home Page](#) to print packages and information.

**NOTICE TO APPLICANTS:** Effective October 1, 2010, it is a requirement that plans for review be accompanied by an electronic file version to be kept by the City with the permit documentation. Questions may be directed to Jeanette Rehberg, Community Development, 352-465-8500.

**Planning & Zoning clearance and site plan review** must be completed by City staff, before the Community Development Department can proceed with review of a building permit application. Call (352)465-8500 for Planning & Zoning information.

**Permitting and Building Inspections Contact:**

- Permit Questions or Building Code Inspections: (352)628-7904
- Fax: (352)628-7758
- E-mail: Brenda Brown at [driker14@yahoo.com](mailto:driker14@yahoo.com)

**Community Development Contact:**

- Office: (352)465-8500
- Fax: (352)465-8505
- E-mail: Jeanette Rehberg at [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org)

**City of Dunnellon Utility Services:**

Visit [www.dunnellon.org](http://www.dunnellon.org) and click on “Services and Info” to obtain information on establishing water and sewer services with the City.

## **Marion County Health Department:**

For projects requiring septic or septic upgrades, a septic permit from the Marion County Health Department is required. These may be applied for concurrently with the building permit application and must be approved by the Health Department before the building permit can be issued. For more information, call Marion County at (352)438-2417.

## **Inspections:**

The City of Dunnellon inspects final site on commercial/industrial, and multi-family projects. All Planning & Zoning inspections and Building Code Inspections must be successfully performed before a Certificate of Occupancy can be obtained from the City of Dunnellon. For City Zoning inspections, please call 352-465-8500, or send an email to [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org).

To request a Building Code inspection, call 352-628-7904, or send an email to [driker14@yahoo.com](mailto:driker14@yahoo.com). All inspection requests must be in by 3:00 P.M. the prior business day. Provide the permit number, project address, type of inspection, along with contact name and telephone number.

## **Inspection Results:**

Check the results of an inspection by calling 352-628-7904, or email [driker14@yahoo.com](mailto:driker14@yahoo.com).

## **Current Codes Enforced:**

- Florida Building, Plumbing, Mechanical, Gas, Residential & Existing Building Codes
- National Electric Code, Abatement of Unsafe Building Code
- National Fire Prevention Code
- Any City ordinance or State statute which affects building and development

## **Contractor Registration:**

Any currently licensed and insured contractor who is registered with the City may obtain a building permit in the City of Dunnellon.

If you are not currently registered to do business within the city limits of Dunnellon, include a completed contractor registration packet (available at City Hall) with the permit application. You may also download the form by visiting the City's website at [www.dunnellon.org](http://www.dunnellon.org) and choosing "Services and Info", then "Permits & Applications". Contractors who must be licensed by the State of Florida must submit a copy of their state or local license (as applicable), proof of worker's compensation or worker's compensation exemption, and liability insurance.

The City of Dunnellon does not license contractors; however, the City will reciprocate with Marion County Contractor's Certification where appropriate. Include a copy of the Marion County License with your contractor registration application.

Any contractor or service provider whose business is located with the city limits of Dunnellon must have a business/occupational license. To download the application form, visit the City's website at [www.dunnellon.org](http://www.dunnellon.org) and choose "Services and Info". For further information call (352)465-8500 or email [lbarton@dunnellon.org](mailto:lbarton@dunnellon.org).

**Fees:** Please contact the Community Development Department at (352)465-8500 for current planning, zoning, development, and permitting fees.