



Building Construction Services TAXI VEHICLE INSPECTION

TAXI COMPANY INFORMATION

18400 Murdock Circle Port Charlotte, FL 33948-1074
(941) 743-1201 Fax (941)743-1213

Print Form

Name of Company: _____

Registered Owner of Vehicle: _____

Address: _____ Phone: _____

City: _____ State: _____

State _____ Zip Code _____
VEHICLE INFORMATION

Model Year Make Model

Vehicle Verification Number

State License Number

CODE	ITEM	PASS	FAIL
A	Glass		
B	Mirrors		
C	Seats		
D	Seat Belts		
E	Headlights		
F	Tail Lights		
G	Turn Signals		
H	Brake Lights		
I	Tag Lights		

CODE	ITEM	PASS	FAIL
J	Wipers		
K	Horn		
L	Tires		
M	Brakes		
N	Emergency Brake		
O	Exhaust		
P	Leaks		
Q	Steering		
R	Drive line/Suspension		

Remarks: _____

Inspection: Pass: ___ Fail: ___ **Inspector Name/Signature: _____

State License#: _____ Inspection Date: _____ Company Name: _____

Re-inspection: Pass: ___ Fail: ___ **Inspector Name/Signature: _____

State License#: _____ Re-inspection Date: _____

** Correction of deficiencies and re-inspections required.

Taxi Inspection Form Codes and Definitions

A	Glass: Any broken or missing glass; windshield cracks interfering with driver's vision	J	Wipers: Not working; blades hard, cracked, frayed, or ripped
B	Mirrors: Missing; cracked or broken to the extent to obstruct vision.	K	Horn: Inoperative, button or ring broken beyond use
C	Seats: Broken springs; tears or rips in upholstery over two (2) inches that could interfere with entrance or exit	L	Tires: Depth to the bottom of the tread less than 4/32", any wear bar level with the tread, any portion of a tire groove worn flat and any visible cord or metal, any tire that has been regrooved, or any tire with sidewall plugs
D	Seat Belts: Any missing component; any locks that will not engage or disengage; tears or rips in fabric belts	M	Brakes: Front or rear disk brakes; less than 15% usable pad remaining, rotors grooved, rotors below manufacturer's specifications. Rear drums: Less than 15% useable shoe remaining, drums grooved, drums over manufacturer's specifications. Any leaking caliper, wheel cylinder, master cylinder, or line
E	Headlights: Any light not functioning to include high and low beams	N	Emergency Brake: Not functioning, must hold vehicle at high idle
F	Tail Lights: Any bulb not working, glass or plastic cover broken	O	Exhaust: Any holes or leaks in the system
G	Turn Signals: Any bulb not working; glass or plastic cover broken	P	Leaks: Any fuel leaks
H	Brake Lights: Any bulb not working; glass or plastic cover broken	Q	Steering: Looseness anywhere exceeding 1/8", missing bolts, or bent components. Power steering pump or line leaks
I	Lights: Any bulb not working; glass or plastic cover broken	R	Drive line/Suspension: Shocks leaking, missing grommets, won't recover when vehicle is pushed downward. Broken or deteriorated motor or transmission mounts. U-joints loose. Drive shaft bent. Springs cracked or broken.



Building Construction Services

18400 Murdock Circle
Port Charlotte, FL 33948-1074
(941) 743-1201 Fax (941)743-1213

Vehicle For Hire/Taxi - Driver's Permit

Rules and Procedures

The applicant will receive the Driver's Permit application from the Charlotte County Building Construction Services Department and will be informed of the following procedures for the application process:

1. Submit a complete and notarized Driver's Permit application to the Charlotte County Building Construction Services Department along with a copy of a current driver's license and the \$30.00 application fee (made payable to the Charlotte County Board of County Commissioners).
2. A two inch by two inch passport type photo will be required and can be obtained at the Charlotte County Building Construction Services Department for a fee of \$2.00.
3. The applicant will proceed to the Sheriff's Department to have finger prints taken for the background check.
4. The applicant will be required to obtain a FDLE background check by sending a letter containing their name and Social Security number, along with their finger print card and a \$24.00 application fee (made payable to FDLE), and mail to FDLE, P. O. Box 1489, Tallahassee, FL 32302. Phone number, 850/488-5081. Background check reports must be mailed directly to the Charlotte County Building Construction Services Department (18400 Murdock Circle, Port Charlotte, Florida 33948-1074). See Charlotte County Ordinance 97-38 for reasons of permit denial.
5. The applicant will be notified by phone of acceptance and informed to return to the Charlotte County Building Construction Services Department to receive the Driver's Permit. In the case of an application denial, the applicant will be notified in writing stating the cause of denial.
6. The Driver's Permit must be conspicuously displayed to the vehicle occupants.
7. Driver's Permits expire on September 30th of each year. Renewal notices will be mailed to the permit holder in August.

Rules Applying to Revocation or Suspension of Vehicle or Driver Permits Under Ordinance 97-38

In the event that the County Administrator seeks to revoke a vehicle permit under the provisions of Article II, Section 6(a) of Ordinance 97-38, to revoke a driver's permit under the provisions of Article III, Section 7 of Ordinance 97-38, or to place a driver's permit in abeyance pursuant to Article III Section 3(b) of Ordinance 97-38, the County Administrator shall first seek and review the advice and counsel of the Office of the County Attorney prior to any final decision.

Each business operating in Charlotte County will receive the Vehicle Permit application from the Charlotte County Building Construction Services Licensing Office and be informed of the following procedures for the application process:

1. The vehicle is to be inspected by a State Certified licensed mechanic who is not an employee of the person or company owning or using the vehicle. The mechanic will use the Vehicle for Hire Inspection Form, completing one form for each vehicle. Vehicle for Hire Inspection Forms are available at the Charlotte County Licensing Office. After a successful inspection of the vehicle, the applicant will submit the Vehicle for Hire Inspection Form to the Charlotte County Community Development Licensing Office.
2. An **automobile certificate of liability and property insurance** must be received directly from an insurance company listing the **Charlotte County Building Construction Services Licensing Office as the certificate holder** with a best rating of B or better and authorized to do business in the State of Florida. The policy shall secure against loss sustained by reason of death or injury to persons and loss or damage to property in the following amounts:
 - (a) In the amount of \$125,000 because of bodily injury to, or death of one person in any one accident;
 - (b) Subject to such limits for one person, in the amount of \$300,000 because of bodily injury to, or death of, two or more persons in any one accident; and
 - (c) In the amount of \$100,000 because of injury to, or destruction of, property of others in any one accident.

The policy certificate must also show that, in the event of cancellation, written notice will be provided to the Licensing Office at least ten (10) days prior to cancellation.

Expiration or cancellation of insurance will void the Vehicle Permit.

3. Submit a complete and **notarized** Vehicle Permit application to the Charlotte County Building Construction Services Licensing Office along with the \$30.00 application fee (made payable to the Charlotte County Board of County Commissioners).
4. Show evidence that the company has an Occupational License.
5. Once the vehicle permit is issued bearing the **Vehicle Permit Number**, the vehicle must have the **company name, company phone number** and the **Vehicle Permit Number** prominently displayed by painting or permanently affixing the vehicle permit number on the vehicle with a minimum of two (2) inch letters.
6. Vehicle Permits are not transferable.
7. Vehicle Permits expire annually at midnight, September 30th. Renewal notices will be mailed to the permit holder in August.

Rules Applying to Revocation or Suspension of Vehicle or Driver Permits Under Ordinance 97-38

In the event that the County Administrator seeks to revoke a vehicle permit under the provisions of Article II, Section 6(a) of Ordinance 97-38, to revoke a driver's permit under the provisions of Article III, Section 7 of Ordinance 97-38, or to place a driver's permit in abeyance pursuant to Article III Section 3(b) of Ordinance 97-38, the County Administrator shall first seek and review the advice and counsel of the Office of the County Attorney prior to any final decision.



Building Construction Services

18400 Murdock Circle, Port Charlotte, FL 33948

Phone: (941) 743-1201 Fax: (941) 743-1213

Zoning: (941) 743-1964

Toll free from Englewood (941) 697-4000

www.charlottecountyfl.com

"To exceed expectations in the delivery of public services."

DRIVER PERMIT APPLICATION

Each business operating in Charlotte County is required to obtain a Local Business Tax Receipt (LBTR). Once the LBTR has been obtained for a "Vehicle for Hire/Taxi" business, Vehicle Permits and Driver's Permits must also be approved prior to performing business.

This application for a Driver's permit must be filled out completely and returned to the above address along with the \$30.00 application fee (made payable to the Charlotte County Board of County Commissioners). An FDLE background check is also required at a fee of \$24.00. FDLE required fingerprints will be taken at the Sheriff's Department. Upon approval of the background check, you will be notified to return to the Building Department to receive the Driver's Permit.

I hereby make application for a Vehicle for Hire/Taxi Driver's Permit to drive within the un-incorporated limits of Charlotte County, Florida, for:

Name of Applicant: _____
(First) (Middle) (Last)

Present Address: _____
(Street) (City) (State) (Zip)

Home Phone Number: _____ Fax Number: _____ Email Address: _____

Date of Birth: _____ Height: _____ Weight: _____ Race: _____

Color of Hair: _____ Color of Eyes: _____ Driver's License # _____

Name of Company Driving For: _____

Address of Company: _____
(Street) (City) (State) (Zip)

I, _____, do solemnly swear that the foregoing is a true and correct statement.

A photo will be taken by this department at a charge of \$2.00. Approval of application should take approximately one week. Permits expire annually on September 30th at midnight.

****The Driver's Permit must be conspicuously displayed to the vehicle occupants.****

State of Florida, 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.

Signature of Notary _____

Notary's Printed Name _____

Commission Number _____

Notary Stamp



Building Construction Services
Licensing Department

18400 Murdock Circle
Port Charlotte, FL 33948-1074
(941) 743-1201 Fax (941)743-1213

VEHICLE FOR HIRE/TAXI VEHICLE
PERMIT APPLICATION

Each business operating in Charlotte County is required to obtain an Local Business Tax Receipt. Once the Local Buiness Tax Receipt has been obtained for a "Vehicle for Hire/Taxi" business, Vehicle Permits and Driver's Permits must also be approved prior to performing business.

This application for a Vehicle Permit must be filled out completely and returned to the above address along with the \$30.00 application fee and the approved vehicle inspection certification. An automobile insurance certificate listing the vehicle with \$10,000 because of bodily injury to, or death or, one person in any one accident; subject to such limits for one person, in the amount of \$20,000 because of bodily injury to, or death of, two or more persons in any oneaccident;and \$10,000 because of injury to, or destruction of, property of others in any one accident. The insurance certificate must be received directly from the insurance company listing the Charlotte County Building Construction Services Department as the certificate holder.

Name of person making application: _____

Local Business Tax Receipt Account Number: _____

Name of Company: _____

Address of Company: _____
(street) (city) (state) (zip)

Vehicle Identification: _____

License Plate: _____ Make: _____ Model: _____ Year: _____

Color: _____ Inspection Certification by: _____

Insurance Company: _____ Expiration of current policy: _____

I, _____, do solemnly swear that the foregoing is a true and correct statement.
Signature of Applicant

Expiration or cancellation of insurance will void the Vehicle Permit. Vehicle Permits are not transferable and expire annually on midnight, September 30th.

**THE VEHICLE MUST HAVE THE COMPANY NAME, COMPANY PHONE NUMBER AND THE VEHICLE PERMIT NUMBER PROMINENTLY DISPLAYED WITH A MINIMUM OF TWO (2) INCH LETTER.

STATE OF FLORIDA
CHARLOTTE COUNTY

The foregoing instrument was subscribed and sworn to before me this _____ day of _____, 20_____, by _____ who produced _____ as identification and who did not take an oath.

Signature of Notary My commission expires: _____

Printed name of Notary



Building Construction Services

Licensing Division

Licensing and Building Code Compliance

18400 Murdock Circle, Port Charlotte, FL 33948

Phone: (941) 743-1209 FAX: (941) 743-1213

www.charlottecountyfl.com

"To exceed expectations in the delivery of public services"

COMMERCIAL CHANGE OF OCCUPANCY STATUS

CUSTOMER INFORMATION - NEW COMMERCIAL BUSINESS LOCATION

Business Name: _____

Lot: _____ Block: _____ Subdivision: _____

Street Address: _____ Telephone: _____

Owner of Business: _____ Location: _____

Square Footage of Unit: _____ Occupational License Number: _____

Are 6 inch street and unit numbers on the building? Yes No

Are there 3 or more commercial units in this building? Yes No

Number of parking spaces provided for your unit: _____

***When requesting an inspection, it is very important that the inspectors be able to gain entrance to the premises. An inspector will not go into an open building containing valuables alone. Approximately three inspectors will arrive on the day you select to perform the following inspections: Plumbing, Electric, Fire and Zoning. **POWER WILL NOT BE RELEASED UNTIL THE BUILDING HAS BEEN APPROVED BY EACH OF THE ABOVE LISTED INSPECTORS.**

Signature of Owner: _____ Date of Inspection Request: _____

In order to assist you in the process of your Commercial Change of Occupancy inspections, the following criteria will be helpful:

FIRE EXTINGUISHER - 2A10BC

1. One per each 3,000 square feet (75 feet of travel space)
2. More than one will be required if the area is to contain flammable material.
3. Each must bear current certified tags installed by a fire extinguisher company

EXIT SIGNS & EMERGENCY LIGHTS

1. The need for exit lights and emergency lights will be determined on the basis the requirements of the National Fire Prevention Association (NFPA) for each type of occupancy. This determination will be made at the time of inspection with no penalty to the applicant if these lights are required.