



Department of Development Support &
Environmental Management
Code Compliance Program
435 N. Macomb Street, 2nd Floor
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(850) 606-1300

Procedures to Leon County Permits On-Line (Velocity Hall)

Leon County understands there is a timeline for the information (open code violations, complaints, and/or outstanding fines/liens against the referenced property) that is requested from your office. Therefore, below are the steps to follow from our website that will allow you to get the information needed in a timely manner.

- Go to: www.leonpermits.org
- Click on: "Property Locator"
- Click on: Leon County Property Appraiser (www.leonpa.org)
- Click on: Search/ Combined Search
- Click on: Agree
- Type in: Information you have available – then click Search
- Click on: *Permits Online* – Scroll down to *Quick Links*
- Click on: Click here to Accept Terms

The Search will supply two (2) results:

- (1) There were no matches for (whatever source is being used). Example: if the parcel number was used as the source it would read: **There were no matches for parcel #1234567890.** (This indicated there were no permits issued, code violations, complaints, and/or outstanding fines/liens against the referenced property).

**When using the parcel number as the source and it has an alphabet in it, you must space between the number and alphabet, i.e.; 123456A7890 should be typed 123456 A7890 for a total of 13 characters and/or spaces.*

- (2) If there are any violations or permits issued, below is an example of the information that will be provided. Click on Permit # and it will reveal what the violation is or when the Permit was issued and the Status.

<u>Permit#</u>	<u>Type</u>	<u>Status</u>	<u>Date</u>
LEC090123	L-ECODE	CEB/LIEN	2009-01-01

If you have any questions, please contact the Code Compliance Program at (850) 606-1300.