

Levy County Addressing Procedure

Building Department



The Levy County Building Dept. or Municipality sends a copy of completed address application and site plan to the 911 Addressing Office via email when property owner/agent applies for building permits. *** The 911 Addressing Office must receive a proper request from the Building Dept. or Municipality for an address to be issued.



E911 Addressing



The E911 Addressing Office assigns an address for the structure based on the driveway location shown on submitted site plan. The address is added to the 911 Address Database. A copy of the address is sent via email to the Building Dept./Municipality, Health Dept., Property Appraiser, Supervisor of Elections, and USPS. The address is then added to our Public Safety GIS Map.



Building Department



The Building Dept./Municipality places the physical address on the Building Permit and gives the property owner/agent obtaining the permit a copy along with a copy of the 911 Address and House Number Posting Requirements.



Property Owner



The property owner/agent is required to post the assigned address prior to scheduling inspections. New Construction will not pass final inspection until the 911 Address is posted as required.



Utility Companies



Property owner provides the assigned address to their local utilities when establishing service.