City of Florida City

Building & Zoning

Plans Process Log-In

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Welcome to the City of Florida City Building & Zoning Department. In order to ensure that your plans are processed properly and returned to you without any delays, we ask that you provide us with the following information.

PLEASE PRINT ALL INFORMATION

Date Submitted: _____

Owner's Name: _____

Owner's Address: _____
Address City State Zip

Owner's Phone Number: _____

Property Address (if known): _____

Property Folio Number: _____

Contractor's Name (if assigned): _____

Contractor's Phone Number: _____

Person to pick-up plans: _____

Person's Phone Number: _____

Type of Use per FBC 302 _____ **Type of Occupancy per FBC 302** _____

Type of Construction per FBC 602 _____ **Design of Occupant Load per FBC 1004.1.2** _____

Sprinkler system Required? Y N **Special Conditions of Building Permit** _____

_____

YOU MUST CONTACT THE CITY ENGINEER AT 305-670-3986 TO OBTAIN ACTUAL WATER & SEWER LATERAL LOCATIONS. THIS LOCATION MUST BE SHOWN ON THE SITE PLAN.

Pre-payment is required for NEW CONSTRUCTION plans submitted. The fee for plans is as follows: $400.00 for Residential and $600.00 for Commercial. This fee will be applied to the review of plans and any balance will be required prior to issuance of any permit.

A PERMIT APPLICATION MUST BE SUBMITTED WITH PLANS OR PLANS WILL NOT BE PROCESSED

This information will be recorded and a Plans Process Number will be assigned to the plans. You may contact our department at 305-247-8222 to inquire about the status of your plans using this number. If you have any questions regarding any part of the Plans Review Process, please ask one of the Building & Zoning Personnel.

Thank You
Florida City Building & Zoning

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