

# City of Lake Butler

## Application for Building Permit

Dear Applicant:

The City of Lake Butler has requirements for a building permit to construct, move, repair, or alter buildings and/ or structures within the city limits. The following list of items is **REQUIRED** to receive a Certificate of Land Development Regulation Compliance. Failure to obtain a Certificate of Land Development Regulation Compliance set forth by the Land Development Regulations of the City of Lake Butler shall be a violation of the Land Development Regulations and punishable by Article 15 of these Land Development Regulations. Certificates of Land Development Regulations Compliance are issued on the basis of plans approved by the Land Development Administrator and only authorize the use, arrangement, and construction set forth in the approved plans. Failure to comply with the approved plans shall be a violation of the Land Development Regulations and punishable by Article 15 of these Land Development Regulations.

- Two (2) copies of the plot (drawn to scale)\*
- Two (2) copies of the construction plans (drawn to scale)\*
- Exact size(s) and location on the lot of existing structures on the lot (if applicable)
- Exact size(s) and location on the lot of the building(s) or structure(s) to be erected or altered
- Existing use of the building(s) or structure(s) on the lot (if applicable)
- Intended use of each building or structure or parts thereof
- Number of families the building is designed to accommodate
- Location and number of off street parking and off street loading spaces (if applicable)
- Survey of the lot
- Property stakes in place (on location) at the time of this application
- Other \_\_\_\_\_

\*must show actual shape and dimensions of the lot to be built upon

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF LAKE BUTLER  
LAND DEVELOPMENT REGULATIONS**

**APPLICATION FOR:** \_\_\_\_\_

**TO BE COMPLETED BY APPLICANT:**

Title Holder/Owner \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Are there other persons with ownership interest in this property? \_\_\_\_\_ Yes \_\_\_\_\_ No

**If the Owner is using an appointed Agent to represent him/her in this action, a letter of Authorization shall be attached**

OWNER'S AGENT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**PROPERTY LOCATION AND USE:**

Legal Description: \_\_\_\_\_

Tax Parcel No.: \_\_\_\_\_

Location/Address of Property: \_\_\_\_\_

Present Use of Property: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_  
(Commercial, Industrial, Residential, etc.)

Total Acreage Considered By This Application: \_\_\_\_\_

Has a Permit Previously Been Applied For? \_\_\_\_\_ YES \_\_\_\_\_ NO

Water Service: \_\_\_\_\_ Public \_\_\_\_\_ Private Sewer Service: \_\_\_\_\_ Public \_\_\_\_\_ Private

Flood Zone: \_\_\_\_\_

**I (WE) CERTIFY THAT THE INFORMATION PROVIDED HEREIN OR DOCUMENTS ATTACHED  
HERETO TO BE TRUE AND ACCURATE TO THE BEST OF MY (OUR) KNOWLEDGE & BELIEF.**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

**(DO NOT WRITE BELOW THIS LINE – FOR OFFICIAL USE ONLY)**

Application Request: \_\_\_\_\_ Application No.: \_\_\_\_\_

Date Filed: \_\_\_\_\_ Received By: \_\_\_\_\_ Fee Amount: \_\_\_\_\_

Receipt No.: \_\_\_\_\_ Receipt Date: \_\_\_\_\_

Date of Hearing: \_\_\_\_\_ Publish Date: \_\_\_\_\_ Newspaper: \_\_\_\_\_

**ACTION BY LDR ADMINISTRATOR OR THE BOARD OF ADJUSTMENT:**

**GRANTED:** \_\_\_\_\_ **DENIED:** \_\_\_\_\_ **OTHER:** \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LDR ADMINISTRATOR:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_\_