



City of Crescent City
3 NORTH SUMMIT STREET
CRESCENT CITY, FLORIDA 32112-2599

City Hall: (386) 698-2525
Police: (386) 698-1211
Fire: (386) 698-1212
Gas Dept: (386) 698-1486
Water Dept: (386) 698-2525
FAX: (386) 698-3467

CITY OF CRESCENT CITY
ZONING PERMIT APPLICATION

THE FOLLOWING ITEMS MUST BE PROVIDED TO THIS OFFICE AT THE TIME OF APPLICATION FOR PERMIT.

1. APPLICATION FEE: \$20.00
2. COMPLETED **APPLICATION FORM**.
Application must be signed by the property owners or a letter from the owners allowing for the Contractor to obtain the Permit on their behalf.
3. COPY OF THE **RECORDED DEED** TO THE PROPERTY INVOLVED IN REQUEST.
4. IF YOU ARE PROPOSING A NEW STRUCTURE OR CHANGES TO AN ORIGINAL FOOT PRINT YOU WILL NEED THE FOLLOWING:
 - A. **"PLOT PLAN"** SHOWING ALL EXISTING AND PROPOSED STRUCTURES OR IMPROVEMENTS.

The Plot Plan must include the following

1. Property description, including township, range, section and tax lot number and property address if available
 2. North arrow
 3. Names and locations of all roads adjacent to the property
 4. Direction and percent of slope
 5. Location of all major features (ex. canals, irrigation ditches, rock ledges, etc.)
 6. Location of well or water sources on your property. Note: Connection to central water and sewer is required unless unavailable.
 7. Dimensions of all property lines and building lines.
 8. If City sewer is not available, you will need to include the following information for new septic construction. Location of proposed septic tank, drainfield, and replacement field, showing dimensions and spacing of leachlines. Further, the distance from the septic tank and system to the property lines. NOTE: In some cases, a sanitarian may require the system to be drawn to scale.
 9. Location, size and intended use of all structures, existing and proposed.
 10. Location of and dimensions of driveways or other roads on the property, existing and proposed
 11. Location of any public utility easements.
 12. Distance (setbacks) from all structures to property lines.
 13. Percentage of Lot Coverage (i.e. total square footage of covered or impervious surfaces as a percentage of the total square footage of the lot or parcel).
- B. **ELEVATION DRAWINGS** showing the façade with the proposed architectural features, the building height from grade, proposed paint color and foundation.
 - C. **PROPOSED UTILITY CONNECTION**
 - D. **FULL SET OF CONSTRUCTION DRAWINGS** must be submitted prior to issuance of zoning permit to verify consistency with representations in the Zoning Permit Application before submittal for a building permit.
 - D. **LEGAL DESCRIPTION** OF PROPERTY IN THE REQUEST (Copy of recorded deed with legal may be sufficient).
 - E. **THREE (3) COMPLETED PACKETS MUST BE SUBMITTED WITH THIS SUBMISSION.**

CITY OF CRESCENT CITY

ZONING PERMIT APPLICATION

OWNER OF REAL PROPERTY: _____

TELEPHONE NUMBER OF PROPERTY OWNER: _____

LOCATION OF PROPERTY & 911 ADDRESSES: _____

NAME/ADDRESS OF CONTRACTOR: (Please attach copy of State License) _____

TELEPHONE NUMBER OF CONTRACTOR/CONTACT PERSON: _____

DESCRIPTION OF IMPROVEMENTS: _____

TYPE OF MATERIAL USED:

DATE

SIGNATURE OF APPLICANT (OWNER)

CITY TO COMPLETE

SECTION: _____

S/D: _____

TOWNSHIP: _____

BLOCK: _____

RANGE: _____

LOT: _____

ZONING DISTRICT: _____

MAXIMUM LOT COVERAGE: _____

SETBACKS:

FRONT: _____ SIDE: _____ REAR: _____

FLOOD ZONE: _____

MINIMUM ELEVATION: _____

SPECIAL CONDITIONS/COMMENTS: _____

DATE

PLANNING & ZONING

DISCLAIMER:

Issuing of this Permit does not release the applicant from obtaining all other necessary Permits.