

Certificate of Zoning Compliance (\$25 FEE)

Before a building permit can be issued within the City of Liberty, the applicant must provide information to show the proposed construction, erection, alteration or movement of a structure conforms with the City’s zoning ordinances (which includes the overlay standards).

Prior to, or as part of the building permit application process, you must complete this Certificate of Zoning Compliance form and submit to City Hall or via email at vissage@scacog.org.

Applicant Information (please print or type) *

Name			
Mailing Address			
Phone Number		Email Address	

Property Information (please print or type) *

Property Owner’s Name(s)	
Property Address (must be established by Liberty County Addressing)	
Parcel Number (Liberty County Tax Map Number)	
Zoning District	
Describe Current Condition	

Project Information (please print or type) *

Proposed Use (Single Family, Multi Family, Accessory, Addition). Include total square footage and a drawing of lot with location of construction and setbacks identified.						
Lot Width at Building Line	Lot Area	Front Setback**	Side Setback**	Rear Setback**	Buffer Required	# of Parking Spaces

* The applicant is responsible for the accuracy & completeness of the information provided.

** For setbacks, put the distance between the building and the property line (# of feet).

I (we) certify that the information contained in this document is true and accurate.

Applicant’s signature

Date

Checklist (A completed application must include the following):

- 1) Completed Zoning Compliance Form
- 2) If new construction, an address must be established by Liberty County
- 3) Water/Sewer Availability Letter (Please call City Hall to obtain)
- 4) Completed Plat with setbacks shown

ONCE EVERYTHING IS COMPLETED AND SUBMITTED, STAFF WILL REVIEW AND COLLECT THE \$10 FEE. ONCE EVERYTHING IS APPROVED AND THE FEE IS COLLECTED, YOUR FORM WILL BE SENT BACK APPROVED AND YOU WILL BE ABLE TO OBTAIN A BUILDING PERMIT FROM LIBERTY COUNTY.PLEASE NOTE THAT YOU WILL ALSO NEED AN UP TO DATE BUSINESS LICENSE FROM THE CITY OF LIBERTY.

Overlay District (Check One)		<input type="checkbox"/> City Center	<input type="checkbox"/> Commercial & Industrial	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Approved	Comment			
<input type="checkbox"/> Not Approved	Comment			

Zoning Administrator's Signature _____

Date _____