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: _____

Person's Email: _____

YOU MUST CONTACT THE CITY ENGINEER AT 305-598-0199 TO OBTAIN ACTUAL WATER & SEWER LATERAL LOCATIONS. THIS LOCATION MUST BE SHOWN ON THE SITE PLAN.

Initial Pre-payment is required for plans submitted. The initial fee for plans is as follows: Up to $400.00 for Residential and Up to $600.00 for Commercial.

I,_____ agree to pay to the City of Florida City the pre-payment. I understand that any balance remaining must be paid prior to the City issuing any permits and that the plans will not be released to me without all fees paid in full. I also agree to pay the City, in full, any remaining balance should this project be canceled or abandoned for any reason. If I do not pay the remaining amount, I understand that a lien will be placed on the property.

_____
Owner's Signature

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