



Date Completed: _____

PERMIT # _____

Florida Building Codes 7th Edition (2020), 2017 National Electrical Code (NEC)
Florida Fire Prevention Code 7th Edition (2020)

APPLICATION FOR:
COMMERCIAL BUILDING PERMIT

Mail: City of Lake City - 205 North Marion Ave - Lake City, FL 32055
Phone: 386.719.5750 ofc. -386.758.5426 fax-
E-mail: growthmanagement@lcfia.com

Date Stamp:

Received by: _____

- * **NOTE:** All development more intense than one Single-family residence on a single lot or one Duplex on a single lot are determined to be a Commercial project and require formal Plan Submittal and Review

Please contact the Growth Management for more information pertaining to Plan Review.

PERMIT TYPE (please check as needed)

<ul style="list-style-type: none"><input type="checkbox"/> NEW ELECTRICAL SERVICE<input type="checkbox"/> ELECTRICAL SERVICE UPGRADE<input type="checkbox"/> ELECTRICAL ALTERATION / REWIRING	<ul style="list-style-type: none"><input type="checkbox"/> MECHANICAL / HVAC<input type="checkbox"/> PLUMBING<input type="checkbox"/> ADA / HANDICAPPED RAMP<input type="checkbox"/> GAS - LP _____ NATURAL _____
<ul style="list-style-type: none"><input type="checkbox"/> ADDITION<input type="checkbox"/> AWNING / COVERED PORCH OR DECK<input type="checkbox"/> INTERIOR ALTERATION<input type="checkbox"/> RENOVATION	<ul style="list-style-type: none"><input type="checkbox"/> UNCOVERED DECK, PATIO, SLAB<input type="checkbox"/> DETACHED ACCESSORY BUILDING / SHED, GARAGE, CARPORT, ETC.<input type="checkbox"/> FENCE (subject to LDR 4.2.10 requirements)
<ul style="list-style-type: none"><input type="checkbox"/> MODULAR BUILDING<input type="checkbox"/> NEW BUILDING	<ul style="list-style-type: none"><input type="checkbox"/> MOVING OF BUILDING OR STRUCTURE<input type="checkbox"/> SLAB WITH FOOTERS
<ul style="list-style-type: none"><input type="checkbox"/> WINDOWS<input type="checkbox"/> DOORS<input type="checkbox"/> SIDING / EXTERIOR COVERING	<ul style="list-style-type: none"><input type="checkbox"/> RE-ROOF (TEAR-OFF)<input type="checkbox"/> ROOF-OVER<input type="checkbox"/> SHINGLES<input type="checkbox"/> METAL ROOF
<ul style="list-style-type: none"><input type="checkbox"/> SITE, UTILITY WORK OR CONNECTIONS	<ul style="list-style-type: none"><input type="checkbox"/> IRRIGATION SYSTEM/WELL
<ul style="list-style-type: none"><input type="checkbox"/> FREE STANDING SIGN	<ul style="list-style-type: none"><input type="checkbox"/> WALL SIGNAGE
<ul style="list-style-type: none"><input type="checkbox"/> Fire Sprinkler<input type="checkbox"/> Fire Suppression<input type="checkbox"/> Other	

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THIS SECTION TO BE COMPLETED BY APPLICANT
E-MAIL ADDRESS OF PROPERTY OWNER AND CONTRACTOR REQUIRED

- 1) Title Holder/ Property Owner Information (Considered applicant unless a contractor is named)

Name: Village Square SC, LLC-Quint Roberts Phone: 386.329.4000

- 2) Mailing Address: 625 SR 100, Palatka, FL 32177 e-mail: _____

Do any other persons have any ownership/ interest in the subject property? Yes ☒ No ☐

If YES, please list such persons. Tenant

Name: Keith Eaker w/ WJH, LLC Phone: 407.951.2644

Mailing Address: 3091 Governor's Lake Drive, Ste 300, Norcross, GA 30071

Name: _____ Phone: _____

Mailing Address: _____

- 3) Contractor Information

Name: Morey Doyle Phone: 740-421-4513

Mailing Address: 3091 Governors Lake Drive, Ste. 300, Norcross, GA 30071

Contractor Florida License #: CGC1517458 E-Mail Address: morey.doyle@centurycommunities.com

- 4) Property Information Location and Use:

All / Part (Circle One) of Tax Parcel Number: 35.35.16.02585.006

General Job Address Location Description or 911 Address:

2929 W US Hwy 90, Ste. 106, Lake City

Legal Description (Please give Lot #, Block, Sub-division):

Please also provide a copy of the parcel info. sheet from the Property Appraiser site

Comm inters of N R/W US 90 + E Bndry of Brookside S/D. Run
SE along R/W 2750.3 FT for POB, Run N 464.44 ft, East
342.21 ft to W R/W of NW real terr.

Acreage/Size of Property (use fractions thereof if applies): _____

Present Use: commercial

Intended Use: commercial - office space

(Commercial, Industrial, Residential, Agricultural, Undeveloped, Vacant Building, etc.)

Current Zoning: _____ Future Land Use Plan Map Category: _____

(See Growth Management for Zoning and Land Use Map info)

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Does any portion of the property flood after heavy rains or is any portion of the property in a Flood Prone Area or Flood Zone? YES NO

How will/does this property receive water and sewer service? public
(Note: City Codes may limit or prohibit septic systems.) (Public, private, community, septic, etc.)

Scope of Work: interior renovation / retrofit of office space

Type of Construction: metal framing

Building Size: 1530 sq ft.

Number of Occupancy Units: (1) Ste. 106

Job Valuation (materials+ labor): \$ 15,000 ⁰⁰

I (we) do hereby certify that to the best of my (our) knowledge and belief, that all of the above statements and information, and the statements contained in any papers or plans submitted herewith, are true and correct. I authorize the Growth Management Department to enter and inspect the site and premises which is the subject of this application. Additionally, I (we) do hereby certify that I (we) understand that a violation of Florida Statute 489.129, particularly performing any act which assists a person or entity in engaging in the prohibited uncertified and unregistered practice of contracting, and knowingly combining or conspiring with an uncertified or unregistered person by allowing his or her certificate or registration to be used by the uncertified or unregistered person with intent to evade the provisions of chapter 489, will result in complaints being filed with the Florida Department of Business and Professional Regulation by this city.

Morey Doyle

CONTRACTOR PRINTED NAME

Signature of Contractor

Date

Date

STATE OF INDIANA
COUNTY OF MARION

I hereby certify that on this day, February 10, 2022 personally appeared before me, by means of ☒ physical presence or ☐ online notarization, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that they executed the same for the uses and purposes therein expressed.

Witnessed by my hand and official seal, this 10th day of February, 2022

Signature of Notary

Yvonne M. Senesac

Printed Name of Notary

(NOTARY SEAL or STAMP)



Yvonne M. Senesac
Hamilton County
My Commission Expires
February 19, 2023
Commission No: 0664315

City of Lake City
Commercial Building Permit Application

3

Last Revised: 01/04/2021

PROPERTY OWNER or OWNER AGENT (if different):

**Signature of Property Owner or Owner Agent
(if different from Applicant)**

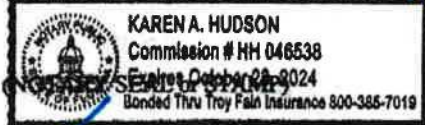
Date

Date

**STATE OF FLORIDA
COUNTY OF COLUMBIA**

I hereby certify that on this day, Quint Roberts personally appeared before me, by means of ☒ physical presence or ☐ online notarization, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that they executed the same for the uses and purposes therein expressed.

Witnessed by my hand and official seal this 4th day of February, 2022



Signature of Notary

Printed Name of Notary

Personally Known ☒ OR Produced Identification ☐
Type of Identification Produced _____

OFFICIAL CITY OF LAKE CITY USE ONLY	
ZONING: _____ FLOOD	PLANS APPROVED: _____
ZONE: _____ DOT	GROWTH MANAGEMENT: _____
CONNECTION PERMIT: _____	FIRE CHIEF: _____
CITY STREET ACCESS: _____	UTILITIES: Water: _____ Sewer: _____ Gas: _____
SRWMD PERMIT: _____	PUBLIC WORKS: _____
P & Z ADMINISTRATOR: _____	
PERMITS ISSUED: _____	
BUILDING OFFICIAL: _____	

- Applications for building wall and freestanding signs also require a separate zoning review application – sign plans may be letter, legal or 11" x17" sized.
- Additional criteria may apply – always initiate contact first with the Growth Management for more zoning and land use information, plan review checklist and plan review requirements.

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**APPLICANTS FOR COMMERCIAL PERMITS WITHIN THE CITY OF LAKE CITY
ARE REQUIRED TO FURNISH/PROVIDE THE FOLLOWING:**

1. All plans are to be submitted to the Growth Management Department.
2. Two complete 24" X 36" paper sets AND one electronic set on a CD or a PDF file of:
Site and Construction Plans – signed and sealed by a Florida Licensed architect or engineer, must include: Electrical Panel Directory, Calculations, Circuit Numbers, ETC.; Plumbing Plan with pipe layout and required fixtures; Mechanical System with duct layout and sizes, and type and sizes of units.
3. Presentation to Site Plan Review Committee and Planning and Zoning Board for approval (unless 100% interior renovation). (see Planning and Zoning Administrator)
4. Legal Description of property and property ID Number as assigned by PA Office.
5. Permit to be pulled by: General or Class "B" Building Contractor.
6. **All Sub-Contractors must hold a valid Florida Contractor license and are responsible for permits within their trade.**
7. All plans must be reviewed and approved by: Zoning, Fire, Utilities (water, sewer and gas), Public Works and Growth Management Departments. (see item #3 above)
8. Complete Site Plan with Storm Water details, calculations and permit copies.
9. Site elevations and finished floor elevations.
10. Permit from: Suwannee River Water Management District and/or DEP.
11. Plat plan showing location of all proposed improvements and designated areas.
12. All ADA Accessibility requirements shown in detail.
13. Energy Efficiency Form (COMPUTER GENERATED).
14. Driveway connection permit from: Florida Department of Transportation (if State Highway).
15. Utility availability confirmation (contact Utilities Customer Service who can do a work order to verify).
16. All projects within a Flood Hazard Area/Zone must have certification that the finished flood elevation meets requirements for either an 'A' or 'AE' zone, as applicable.
17. Notice of Commencement must be filed and a copy furnished to the Growth Management.
18. Copy of Contractor's License.
19. Copy of Home County or City License.
20. Copy of Contractor's: Liability and Workers Compensation Coverage.
21. Certificate Holder must sign permit application or a notarized letter of authorization to sign must also be submitted.
22. Product Approval Codes and Info. (FL #)
23. Pay all Tap and Impact Fees, and Establish Utility Accounts with deposits.
24. All criteria required by the City Land Development Regulations must be shown, including but not limited to: Zoning of property, Parking area details (regular and ADA), required Landscaping plan page with number, types and location of trees, plants, shrubs, sod, etc., + (see site-plan review checklist for additional details).
25. Certain projects require dual review by both City Departments as well as the Planning Board in a public hearing – see Growth Management
26. Projects located within the Community Redevelopment District (CRA) have special overlay development standards to meet that are not standard to zoning district – see Growth Management.
27. Other criteria as may apply to your situation – see Growth Management for evaluation.

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- City of Lake City Staff Departments are available to conduct a pre-development meeting to discuss your proposed project. Contact the Growth Management to schedule one of these meetings. Your project may require: Annexation, Land Use or Zoning Changes, a Variance, a Special Exception or other required public hearings. Any improvements intended to be dedicated to the City, i.e. Roads, Sidewalks, Infrastructure, etc. also have required criteria.
- If your development is creating a new parcel of record, a subdivision plat may be required.

Sec. 3.12. Board Site and Development Plan Review and In-House Plan Review.

Any use, structure or site development, pertaining to a use, structure or development more intense than one single-family residence on a single lot, and/or one duplex on a single lot, is deemed to be commercial in nature. All such uses, structures or site developments, whether principle, by special exception or accessory in nature, when such is proposed to be established, re-established, redeveloped, expanded or altered, shall require commercial site and development Plan review and approval as provided for herein; and when applicable, shall be subject to compliance with all the criteria as listed in Article 4.

This does not preclude any use, structure or site development proposed, whether residential or commercial, from also being subject to other requirements and separate review, as found: herein, in the City Code of Ordinances, in the Florida Statutes, in the Federal Statutes, or as required by the Growth Management, Utilities, Fire Chief or any other departments or agencies which have authorized standing.

In addition to City Department in-house plan review and approval, such uses, structures and site developments, as defined below, shall also go before the Planning and Zoning Board, in a public hearing setting, for comment, consideration, review and possible: approval as proposed, or approval with conditions stated as appropriate, or denial:

1. On an unimproved lot – New proposed commercial construction or any site development proposed on a parcel.
2. For commercial redevelopment of a previously improved lot, proposed demolition and/or new additions or construction of new building or structure footprint, or, any site development which will alter the land.

The Planning and Zoning Board shall consider such Plans as a condition precedent to the issuance of building permits by the Growth Management Department.

3.12.1. Contents. All submitted Plans shall contain standard building Plan information as required by these LDR, the Growth Management, the Fire Chief, and other applicable City departments.

See also Article 4 of the City Land Development Regulations for additional criteria. Other City Codes may also apply that are not found in the Land Development Regulations.

Complete LDR Sections are available on www.ncfrpc.org



SOLID WASTE COMMERCIAL AND RESIDENTIAL SERVICES

This is an official City of Lake City notice to all solid waste customers.

The City Council has authorized WASTE PRO of FLORIDA, pursuant to City Council Resolution 2014-065 and adopted September 2, 2014, to collect and dispose of garbage, yard waste, commercial and demolition debris and recyclable items for all properties or customers within the City of Lake City.

No company other than WASTE PRO may provide solid waste services of any type to any residence, commercial enterprise or property within the City Limits of the City of Lake City.

Please contact City of Lake City, Customer Service, to establish residential service, (386) 758-5784.

Please contact Waste Pro of Florida to establish commercial solid waste service, (386) 758-7800.

This includes all construction debris for all residential and commercial construction, renovation and demolition projects.

Exception: Upon prior approval by Growth Management, the contractor of record for the project who owns their own visible labeled container and transporting vehicle for the container is exempt from the above requirement.

CUSTOMER ACKNOWLEDGEMENT:

Keith Eaker of WJH, LLC

2.10.22

Owner or Title Holder of property Signature

Date

2.10.22

Residential or Commercial Customer Signature

Date

Growth Management Approval for contractor of record owned container and owned transporting vehicle:

Growth Management Approval

Date