

PERMITTING

SINGLE FAMILY HOME OR MOBILE HOME

STEP ONE: Prior to a building permit, applicant meets with Building Department Staff for a septic system permit form. Staff will verify ownership and zoning.

STEP TWO: Applicant will take septic system form to the Health Department. Health Department permits Septic & Well system.

STEP FOUR: Applicant returns to the Building Department to submit the building permit application along with the Septic & Well and Driveway permits for review.

STEP SIX: Applicant comes to Building Department to submit missing documentation or if complete pay for permit (check or credit card). Post permit on property.

STEP THREE: DRIVE WAY PERMIT
Port LaBelle =====> Port LaBelle CDD
Montura =====> Central County
Others =====> County Engineering
State Roads =====> FDOT

STEP FIVE: Building Department will contact applicant informing applicant if the permit is ready or additional information is required.

STEP SEVEN: If permit is issued as noted in Step Six, applicant goes to courthouse to record notice of commencement, if permit value requires it. (If permit is to be paid for in cash, permit must be paid for at Courthouse prior to issuance.)