

## FLEA MARKET PERMIT APPLICATION PROCEDURES:

### **STEP 1: COMPLETE APPLICATION**

- Complete, sign, and notarize application
- Attach required documentation

### **STEP 2: PAYMENT**

- Submit completed application packet for review
- Pay processing and inspection fee in accordance with the City's fee schedule

### **STEP 3: REVIEW**

- Liberty Consolidated Planning Commission (LCPC) for zoning approval
- Inspections Department for occupancy and site review
- Fire Department for safety inspection

### **STEP 4: APPROVAL**

- Upon satisfactory completion, applicants will be contacted to arrange certificate pick up
- Pay remaining fees