

OUTDOOR EVENT PERMIT APPLICATION PROCEDURES:

STEP 1: COMPLETE APPLICATION

- Complete and sign 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 site inspection
- Fire Department for safety inspection

STEP 4: APPROVAL

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