

City of Lake City

Post Office Box 1329
Lake City, SC 29560



Phone (843) 374-5421
FAX (843) 374-1809

Code Clearance Form

This form is required for all businesses located in the City of Lake City.

Before a business license can be issued, you are required to obtain the necessary approvals for code compliance applicable to the location and nature of your business. Upon completion of this clearance form you may mail or bring it with the required license fee to the Finance Department.

You may not lawfully conduct business until a license is issued.

Date: _____

Name of Business: _____

Name of Owner: _____

Street Address: _____

Telephone: _____

Type of Business: _____

Type of Building: ☐ Residence ☐ Store ☐ Office Building ☐ Warehouse

Zoning Division: Compliance with Zoning Ordinance

☐ Approved ☐ Disapproved

Signature _____

Date _____

Fire Department: Compliance with Fire Code

☐ Approved ☐ Disapproved

Signature _____

Date _____

Inspection Division: Compliance with Building Code

☐ Approved ☐ Disapproved

Signature _____

Date _____

Health Department: Compliance with Health Regulation

Preparing food: ☐ Yes ☐ No

If you checked yes to the above attach a copy of the DHEC inspection report to this form.

In the event of a change of location or ownership of a business, the same procedure shall be followed within (10) days of change. If you have any questions, please contact the Finance Department at 843-374-5421 option 2.