



**Community Development Department**

**SITE PLAN REVIEW APPLICATION**

**1) PROPERTY:**

Address: \_\_\_\_\_

Legal Description:(attach) \_\_\_\_\_

Folio(s): \_\_\_\_\_

Size in Acres: \_\_\_\_\_

Property Survey (attach): \_\_\_\_\_

**2) OWNER(S):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Proof of Ownership: (attach) \_\_\_\_\_

**3) APPLICANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax \_\_\_\_\_

Email Address: \_\_\_\_\_

Drivers License No. (attach copy) \_\_\_\_\_

Owner Authorization (attach notarized Letter of Intent): \_\_\_\_\_

Name of Architect: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email address: \_\_\_\_\_

**REQUEST**

**A. Non-Residential**

Floor Area \_\_\_\_\_ square feet

**B. Residential Dwelling Units**

1. Single-Family (Detached): \_\_\_\_\_ Units

2. Multi-Family: \_\_\_\_\_ Units

3. Total Units: \_\_\_\_\_

**Site Plan Review Application**  
**Page 2**

**4) SITE PLAN SUBMITTAL:**

Must include the following:

- A) Three (3) signed/sealed sets of site plan
- B) One (1) signed/sealed 11"X 17" site plan copy
- C) Landscape Plan
- D) Signage Plan (if applicable)
- E) Site Survey and/or Plat
- F) Building Elevations
- G) Letter of Intent

- 5) FEES:**
- >Parcels less than 1.5 acres in size: \$750 plus \$115/unit (residential) or \$ .30/square foot of interior space (non-residential)
  - > Parcels 1.5 to 3 acres: \$1,200 plus \$135/acre and \$160/unit (residential) or \$.35/square foot of interior space (non-residential)
  - > Parcels greater than 3 acres: \$2,000 plus \$190/acre and \$200/unit (residential) or \$.40/square foot of interior space

**Fee includes two (2) rounds of Staff review and one (1) meeting with Applicant and/or Representative. Additional reviews will require an additional fee equal to 1/2 of original fee per extra review. Fee is due with application submittal. FEES ARE NON-REFUNDABLE.**

**6) SIGNATURE(S)**

_____	_____
<b>Owner(s)</b>	<b>Date</b>
_____	_____
<b>Owner(s)</b>	<b>Date</b>
_____	_____
<b>Applicant</b>	<b>Date</b>
_____	_____
<b>City Official</b> <b>Florida City</b>	<b>Date</b>