



(DO NOT WRITE IN THIS SPACE, FOR OFFICE USE ONLY).

Project No. _____

Date Application Was Received: _____

Fee Received: _____

Fee Receipt No. _____

CONCEPTUAL DEVELOPMENT PLAN APPLICATION

(FOR PLANNED DEVELOPMENTS ONLY)

Conceptual Development Plan Review Fee:
Small Scale (under 2 acres): \$3,000
Large Scale (2 acres or more): \$3,500
Each subsequent review after 2 nd submittal: \$500

A. PROPERTY INFORMATION

1. Address of Subject Property:

2. Parcel ID Number (s):

3. Acreage:

4. Existing Use of the Property:

5. Future Land Use Map Category:

6. Existing Zoning District:

7. Flood Zone Category:

8. Proposed Activity or Use of Property:

B. CURRENT OWNER INFORMATION

1. Current Property Owner:

2. Mailing Address:

3. Phone Number: _____ Email Address: _____

C. APPLICANT

1. Applicant Status: __Owner __Agent

2. Name of Applicant(s) or Contact Person(s):

Company (if applicable):

Mailing Address: _____

Phone Number: _____ Email Address: _____

D. ATTACHMENTS

An application is not complete without all requirements submitted. Incomplete applications will not be scheduled for hearings. Other items may be required depending on the request. All data and exhibits submitted with the application or at a public hearing will become part of the public record.

1. Legal description.
2. Boundary Survey.
3. Proof of Ownership.
4. Proof of payment of taxes.
5. Agent Authorization form (if applicable).
6. Fee. Please see fee schedule for fee determination. No application shall be accepted for processing until the required application fee is paid in full by the applicant.

Name of individual completing this application: _____

(Please print)

I, _____, certify that I have checked the submittal application for the content of completeness, and that the information contained herein are correct to the best of my knowledge. I am aware that the non-refundable fees shall be paid upon filing the petition or request.

Signature

County of _____

State of Florida

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this _____ day of _____, 20____ by _____ who is either personally known or produced identification.

NOTARY PUBLIC

STATE OF FLORIDA AT LARGE

City of Palmetto

Affidavit of Ownership/Agent Authorization

File Number: _____

To be filled out by the property Owner

Owner Name: _____

Mailing Address: _____

Officer's Name: _____

Title: _____

Being first duly sworn, depose(s) and say(s):

1. That I am (we are) the owner's and recorded title holders(s) of the following described property legal description, to wit:

(if necessary attach the property's legal description as exhibit "A")

2. That this property constitutes the property for which a request for

_____ is being applied for to the City of Palmetto, Florida

(Type of application approval requested)

3. That the undersigned has (have) appointed and does (do) appoint

_____ as

agent(s) execute any petitions or other documents necessary to affect such petition; and request that you accept my agent(s) signature as representing my agreement of all terms and conditions of the approval process;

4. This affidavit has been executed to induce The City of Palmetto, FL to consider and act on the forgoing request;

5. That I (we) the undersigned authority, hereby certify the foregoing is true and correct

_____/_____

Owner's signature / Print title

_____/_____

Owner's signature / Print Title

To be Filled out by a licensed Notary Republic

County of _____

State of Florida

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this _____ day of _____, 20_____ by _____ who is either personally known or produced identification.

NOTARY PUBLIC

STATE OF FLORIDA AT LARGE

CONCEPTUAL DEVELOPMENT PLAN REQUIREMENTS

NAME OF PROJECT: _____

DATE: _____

Following the pre-application conference, an applicant wishing to undertake a planned development project can file an application with the City Planning Department which includes five (5) (24"x36") copies of the conceptual development plan, unless a written waiver to a conceptual plan has been requested and granted. Applications will not be processed unless all required information is submitted. **Any item believed "not applicable" must be explained in writing and submitted with the application in one (1) copy.**

Conceptual plan requirements:

- a. The title of the project and the names of the professional project planner and the developer.
- b. Scale, date, north arrow, and general location map.
- c. Boundaries of the property involved, all existing streets, buildings, watercourses, easements, section lines, and other existing important physical features in and adjoining the project.
- d. Show the locations and the acreages of each component thereof of the different uses proposed by dwelling types, open space designations, recreational facilities, commercial uses, and other permitted uses, and off-street parking and off-street loading locations.
- e. Plan showing access and traffic flow and how vehicular traffic will be separated from pedestrian and other types of traffic.
- f. Tabulations of total gross acreage in the development and the percentage thereof proposed to be devoted to the several dwelling types, other permitted uses, recreational facilities, open spaces, streets, parks, schools, and other reservations. Tabulations of projected density by dwelling types shall also be submitted. Gross residential density shall be computed by deducting gross acreage used for nonresidential purposes other than open space or recreation uses.
- g. Environmental and community facilities impact statement as required by the City Commission including, but not limited to, water, sewer, drainage, transportation, air quality, water quality, wetlands, woodlands, wildlife, and community appearance describing the nature, location, extent and duration of the impact, alternative actions available, and means of mitigating or preventing any adverse impact. All community facilities impacts shall be quantified and all pollution impacts shall be quantitatively compared with applicable standards and guidelines unless determined by the City Commission to be insignificant.
- h. Proposed development schedule showing the approximate starting and completion dates for the entire project and any phases thereof, together with appropriate identification of such phases.

- i. Current aerial photographs of the site at a scale of one (1) inch equals two hundred (200) feet or larger showing all property boundaries and adjacent land within one thousand (1,000) feet of the project boundaries.
- j. Such additional information as the City Planning Department may reasonably require.