



City of Seminole
Community Development
Department
9199 113th Street North
Seminole, FL. 33772
Telephone: (727) 398-3108
Fax: (727) 319-6583

SITE PLAN #:
DATE RECEIVED:

SITE PLAN APPLICATION & CHECKLIST

Note: Building permits will not be issued until City approval of the final site plan.

- 1) SUBMIT FOUR (4) PAPER COPIES : ONE (1) SIGNED AND SEALED ORIGINAL SITE PLAN @ 24x36 AND THREE (3) ADDITIONAL PAPER COPIES @ 24x36;
- 2) SUBMIT ONE (1) PAPER SIGNED AND NOTARIZED ORIGINAL APPLICATION AND ONE (1) ADDITIONAL PAPER COPY OF THE SIGNED AND NOTARIZED APPLICATION;
- 3) SUBMIT TWO (2) PAPER COPIES OF ALL OTHER MATERIALS.
- 4) SUBMIT AN ELECTRONIC COPY OF THE ABOVE 1-3, SO AS TO COMPLY WITH THE TOTAL SUBMITTAL REQUIREMENTS OF SECTION 70-156.

CODE SECTION 70-156 REQUIREMENTS:

(1) PROJECT IDENTIFICATION.

- a. Title of project or development:
- b. Name, address, and phone number of: Property Owner, Developer, Engineer, and Architect.
- c. North point, scale, date and legal description of the proposed site.

(2) EXISTING CONDITIONS.

a. Boundaries of the property involved, all existing easements, existing buildings, section lines, property lines, existing street paving and existing and/or proposed rights-of-way (as required by the city's subdivision regulations), topography, existing surface water areas, existing water mains, sanitary and storm sewers, overhead and underground power lines and/or substations, culverts and other underground structures in an adjacent to the property.

b. A 1" = 200' aerial photograph of sufficient quality to delineate existing vegetation, and a tree survey as defined in county ordinance No. 76.16. (Note: This may be in an electronic format).

(3) PROPOSED DEVELOPMENT PLANS.

a. Location and dimensions of proposed uses, setbacks, structure heights, streets, parking and loading areas, signs, docks, surface water areas, fire hydrants, all utilities, including overhead

and underground electric lines, water and sewer, sanitary and storm sewers, culverts, water mains, and other underground structures and adequate easements for such.

b. Size of proposed lots or parcels.

(4) TABULATION OF PROPOSED DEVELOPMENT PLANS.

a. Tabulations of total number of gross acres or square footage in the site and the acreages and square footages and percentages thereof proposed to be devoted to the uses, including: dwellings by type, commercial, industrial or other non-residential uses, streets, parking and loading areas, recreation areas, retention areas, permeable open space areas and open and enclosed storage areas.

b. Tabulation of total number of dwelling units by dwelling type including the number of units within hotel and motel structures within the project.

c. Proposed development schedule and phasing.

d. Square footage of floor area by type of structure.

(5) For all development requiring site plan approval, shallow wells and retention ponds shall be included for irrigation purposes to reduce stormwater runoff. These shall be required pursuant to county Ordinance No. 73-7 relating to stormwater retention and city Ordinance No. 76-15 relating to grounds improvement and shall be reviewed and approved by the city engineer and building/life safety services section prior to site plan approval. Where possible, stormwater runoff should not exceed the runoff from the site in an undeveloped state.

CODE SECTION 70-157 REQUIREMENTS:

(1) All data and information required per Section 70-156.

(2) A statement from the servicing utility companies that supply water, sewer and electric service indicating that utility service is available for the proposed development. If water or sewer is not available, the county health department must approve potable well water and/or septic tank design, where applicable, before site plan approval can be recommended. However, in no case shall the building/life safety services section allow septic tank use.

(3) Location, dimensions and character of construction of proposed streets, driveways, curb cuts, entrances, exits, parking and unloading areas (including the number of off-street parking and loading spaces), outdoor lighting systems, if any, storm drainage and sanitary facilities.

(4) Location and dimension of proposed lots, setback lines and easements, proposed reservations for parks, open spaces and recreational areas.

(5) Detailed construction plans showing proposed location and size of proposed sanitary sewers, water mains, and all overhead and underground structures in and adjacent to the project and adequate easements for such.

(6) A tree survey, for all areas of the project to be altered from the predevelopment condition, including a 200-foot aerial photograph, or drawing to scale; location of all trees, common names, consecutively numbered and calibrated.

(7) All information or exhibits required in the preliminary site plan staff reports as well as any information or conditions that may have been required if the preliminary site plan was reviewed by the building/life safety services section.

Note: The above listed items are the specific minimum items that must be submitted or addressed as part of the site plan review and approval process, so as to meet the requirements of Code Sections 70-156 and 70-157. Additional materials or information may be requested as part of the review and approval process.

SIGNATURE

I, the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge and authorize City representatives and/or their designees to visit and photograph the property described in this application.

I, the undersigned, further acknowledge and understand that the owner and his/her engineer/architect/landscape architect or other design professional(s) are ultimately and solely responsible for the design and compliance of this project. **Applications are sometimes reviewed by outside consultants/engineers. APPLICANTS ARE RESPONSIBLE FOR ALL COSTS OF THESE REVIEWS.** The signature below and submittal of this application acknowledges acceptance of this potential, additional, financial responsibility/liability. In no way does the consultant's review and recommendation or the City's approval of the application take the place of or render null and void any other permits or permit modifications required for the construction of this project by entities, including but not limited to Pinellas County, the State of Florida, the Southwest Florida Water Management District and/or the Florida Department of Transportation.

Signature of Property Owner or Representative

Printed Name of Property Owner or Representative

STATE OF FLORIDA

COUNTY OF PINELLAS

Sworn to and subscribed before me this _____ day of _____, 20_____ by

_____,
who is personally known to me or who has produced a valid driver's license as identification.

Notary Seal/Stamp

Notary Public Signature

My commission expires: