

PLANNING DEPARTMENT

1600 Huntington Lane, Rockledge, FL 32955
Phone: 321-221-7540 | Fax: 321-204-6354



APPLICATION FOR SITE PLAN

(Please type or print clearly in blue or black ink)

An application will not be accepted for review unless all required information and fees are provided. If an item requires more space, attach a separate sheet.

To be completed by City Staff:

Application No. _____
Fee Paid: _____
Date Submitted: _____

Section 1. Property Information:

Physical Address of Property _____

or, if not available, provide a general location (e.g., NW corner of "A" and "B" Streets)

Size of Property in Acreage _____

Section 2. Description of Project:

Are any trees being removed? Yes No (if yes, attach completed tree removal application)

Section 3. Parcel Identification number(s) and Property Tax Account Number(s) associated with the plan

<u>Parcel</u>	<u>Tax Account Number</u> <i>(7 digits)</i>

Section 4. Indicate if there is to be any phasing of the improvements:

Section 5. Current Zoning and Land Use Designations:

ZONING:

Subject Site _____
 North _____
 South _____
 East _____
 West _____

LAND USE (shown on Future Land Use Map

Subject Site _____
 North _____
 South _____
 East _____
 West _____

Section 6. Project Data

The following information must be provided in the spaces below, and must be shown on the Site Plan.

Area Type	Square Feet	Percentage of Site
Ground Floor		
Total Floor		
Parking/Paved		
Open (Landscaped) Space		
Bodies of Water		

Unit Type	Number of Units	Size of Units (square feet)
Efficiency		
1 Bedroom		
2 Bedroom		
3 Bedroom		
4 Bedroom		

Number of residential dwelling units: _____ Dwelling units per acre: _____

Infrastructure improvements	Total Cost
Drainage	
Sewer	
Roadway	
Wastewater	
Clearing and Misc	
Estimates of all infrastructure improvements	

Parking spaces required pursuant to

Use _____ : Calculated at _____ spaces per _____ = _____

Parking spaces provided: _____ Regular _____ ADA Accessible _____

Green Space Calculations	Square Feet/Number of Trees
Interior	
Total number of trees	
Perimeter Tree	
Xeriscape	
Native plant materials	
Native Trees	

Setbacks: Front: _____ ft. Rear: _____ ft. Side: _____ ft. Corner lot: _____ Height _____

Total linear feet of all sidewalk _____ lf.

Section 7. Applicant Team Contact Information:

Name of **Primary Contact** _____
Mailing Address _____
City, State, Zip _____
Telephone Number _____ Fax No. _____
Email Address _____

Name of **Property Owner** _____
Mailing Address _____
City, State, Zip _____
Telephone Number _____ Fax No. _____
Email Address _____

Name of **Agent, if any** _____
Mailing Address _____
City, State, Zip _____
Telephone Number _____ Fax No. _____
Email Address _____

Name of **Engineer** _____
Mailing Address _____
City, State, Zip _____
Telephone Number _____ Fax No. _____
Email Address _____

Name of **Landscape Agent** _____
Mailing Address _____
City, State, Zip _____
Telephone Number _____ Fax No. _____
Email Address _____

Section 8: Supplementary Information:

Previous Plan Submittals: *(enter information, if applicable)*

Zoning case	Ordinance No. _____
Special Exception	Ordinance No. _____
Variance	Ordinance No. _____

Are you requesting changes to the binding elements of an approved Site Plan as part of this application?

Yes No *If yes, the application notice must include mention of this request.*

Section 9: Site Plan Submittal Requirements:

ITEM	THE FOLLOWING ITEMS ARE REQUIRED	RECEIVED
1	Concurrency and certificates: Brevard solid waste, City of Cocoa Water, City of Rockledge Wastewater. See attached	
2	Brevard County School Board Concurrency	
3	Six (6) sets of sealed Site Plans	
4	Two (2) sets of sealed Tree Surveys	
5	Two (2) sets of sealed Landscaping Plans	
6	Tree Removal Permit Application	
7	Two (2) copies of Erosion/Sedimentation Permit Application. See attached	
8	Three (3) Erosion/Sedimentation Control Plans	
9	Certified copy of recorded Deed	
10	Copy of all recorded Easements	
11	One (1) Condominium Document	
12	Two (2) copies of the St. John river Water Management District Permit	
13	Two (2) copies of Soil Tests	
14	Drainage calculations	
15	Fire hydrant flow data	
16	Two (2) copies of FL. Dept. of Environmental Protection Permit	
17	Brevard Road cut and Stormwater discharge, if needed	
18	Two (2) copies of FL. Dept. of Transportation Permit	
19	Two (2) copies of sealed Drainage Plan and Drainage Calculations (100-year on-site)	
20	Statement of project cost and proposed use	
21	Site Plan Review Fee	
22	Environmental Evaluation needed Habitat and Species	
23	Gopher Tortoise permit, if needed	
24	Landscape Bond if greater than 2 acres (25% of cost)	
25	A.C.O.E, if needed	
26	Department of Interior, if needed	
27	National Pollutant Discharge Elimination System, if needed	
28	Traffic Study	

OWNER'S DESIGNATION OF AGENCY

(This form must be completed by **ALL** property owners if designating an Agent)

I _____, the fee simple owner of the following (Owner's Name as it appears on the recorded warranty deed; see notes below if owned by a business) described property (give legal description):

hereby affirm that _____ (Applicants/Agent's Name) is hereby designated to act as agent on my behalf to accomplish the above.

I certify that I have examined the application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand that this application, attachments and fees become part of the Official Records of the City of Rockledge, Florida, and are not returnable.

(Owner's Signature) _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 20____, by _____ (name of person acknowledging).
Personally known OR Produced Identification (Type of Identification Produced) _____

(Printed Name of Notary Public) (Signature of Notary Public) Commission #__, My Commission Expires _
(NOTARY'S SEAL)

NOTE: When an application is executed on behalf of a corporation or business entity, documentation must be provided which demonstrates that the corporation's representative is authorized to act on behalf of the corporation; these forms are available on the website under Supplemental forms.

STANDARD APPLICATION ITEMS

LDR SECTION 31.14.3

31.14.6. - Binding site plans voluntarily submitted with a request for a zoning district change or a special exception.

31.15. - Site plan review procedure/responsibility.

31.20. - Required submittal for single-family and duplex permits.

31.21. - Required submittal for commercial permit (commercial, multi-family, hotel, motel, and industrial projects).

SECTION 70.20. - PROCEDURE FOR APPROVALS OF SUBDIVISIONS

SECTION 70.40. - REQUIRED IMPROVEMENTS WITHIN A SUBDIVISION

SECTION 70.70. - SUBDIVISION SUBMITTAL AND PROCESSING PROCEDURE

Part VI – Planning District and Zoning

LANDSCAPE AND PARKING REQUIREMENTS

SECTION 40.30. – LANDSCAPING

SECTION 55.00. - PARKING REQUIREMENTS