

BREVARD COUNTY LAND DEVELOPMENT APPLICATION

INSTRUCTIONS & INFORMATION:

With this APPLICATION, the applicant is to submit **all the required plans, documentation, and exhibits required for a comprehensive review as required in Chapter 62 of the Code of Ordinances of Brevard County, Florida Volume II.** The APPLICATION may be rejected if it does not contain all data and information required.

Site Plan Major or Minor

Pre-App Required Yes No Pre-Application Formal Site Plan

Subdivision Major Minor

Expedited Permit Request, Indicate % Subdivision Requested (Up to 50%) _____

Pre-Application Engineering & Pre-Plat Final Plat Other _____

Property Information

Sewer Septic Gross Acres _____ Number of Lots _____

Concurrency Yes (Form Required) No If No, staff initials _____

Application Name _____

Tax Account # (List all Account #'s) _____

Intended use of property _____

Property Owner

Name _____ Company _____

Address _____ Email _____

Phone _____ Cell _____

Engineer of Record (Engineer or Project Manager)

Name _____ Company _____

Address _____ Email _____

Phone _____ Cell _____

Applicant/Contact If other than Owner or Engineer

Name _____ Company _____

Address _____ Email _____

Phone _____ Cell _____

Statement of Accuracy

I/we hereby confirm that the above information is true and correct and I assume all responsibility for the truth and validity of this application and the information on the attached survey, all plans, and drawings attached hereto, and all associated exhibits submitted herewith. I/we also authorize Brevard County Planning and Development Office or its designee, to enter the premises for purposes of inspections related to this application.

Signature

Date

Land Development Applications and Required Documentation

Application Type: Site Plan

Pre-application Conference

Required documents: Application, Authorization to Act (optional), Plans (2 copies), Zoning Form LDD 99, Fees

Site Plan Submittal

Required documents: Application, Cover (Response) letter*, Recorded Property Deeds, Authorization to Act (optional), Plans (2 copies), Topo & Boundary Survey (2 copies), Concurrency**, Impact Fee Form A, Zoning Form LDD 99, Drainage Calculations (2 copies), Traffic Impact Analysis (2 copies - if required), Tree Survey or aerials (2 copies), Title Opinion/Encumbrance Report, Fees

Minor or Amended Site Plan

(No more than three Minor Site Plans for a single project may be approved. If the cumulative effects of the Minor Site Plan approvals would cause an overall addition of more than 50% of the original size of the floor area or seating capacity of an existing structure, a Major Site Plan will be required.)

Required documents: Application, Cover (Response) letter*, Recorded Property Deeds, Authorization to Act (optional), Plans (2 copies), Topo & Boundary Survey (2 copies), Concurrency**, Impact Fee Form A, Zoning Form LDD 99, Drainage Calculations (2 copies - if required), Traffic Impact Analysis (2 copies - if required), Title Opinion/Encumbrance Report, Fees

Final Approval

Final approval request for Site Plans, or Pre-Construction Permits for Subdivisions and Unpaved Roads must also be accompanied by all Federal, State, and Local permits, such as SJRWMD, and FDEP. If the project is phased, please submit a key map reflecting which phase you are constructing.

Required documents: Cover letter, Plans (6 copies), Engineering cost estimate & LDD 108, NPDES Forms (over 1 acre), Fees

* Cover letter providing a written response to staff comments, listing and addressing each of the items shown as a deficiency on the previous review.

** If the project increases in density or intensity from the initial proposal during any stage in the development approval process, a new concurrency evaluation will be required. A new form will be required if concurrency approval expires.

APPLICATION FEES: A schedule of fees and charges is established and adopted by the Board of County Commissioners of Brevard County, Florida, and may, from time to time, be amended.

Land Development Applications and Required Documentation

Application Type: Subdivision

Pre-application Conference

Required documents: Application, Authorization to Act (optional), Plans (2 copies), Concurrency**, Zoning Form LDD 99, Fees

Engineering & Pre-Plat

Required documents: Application, Cover (Response) letter*, Plans (2 copies), Topo & Boundary Survey (2 copies), Drainage Calculations (2 copies), Traffic Impact Analysis (2 copies - if required), Tree Survey or aerials (2 copies), Title Opinion/Encumbrance Report, Fees

Pre-Plat – Site Plan Only

Required documents: Application, Cover letter, Plans (2 copies), Topo & Boundary Survey (2 copies), Title Opinion/Encumbrance Report, Fees

Construction Permit

Final approval request for Site Plans, or Pre-Construction Permits for Subdivisions and Unpaved Roads must also be accompanied by all Federal, State, and Local permits, such as SJRWMD, and FDEP. If the project is phased, please submit a key map reflecting which phase you are constructing.

Required documents: Cover letter***, Plans (8 copies), Engineering cost estimate & LDD 108, NPDES Forms (over 1 acre), Fees

Replats/Minor Subdivisions

Required documents: Application, Cover letter, Authorization to Act (optional), Plans (2 copies), Topo & Boundary Survey (2 copies), Concurrency**, Zoning Form LDD 99, Title Opinion/Encumbrance Report, Fees

Final Plat

Required documents: Application, Cover (Response) letter*, Plans (2 copies), Topo & Boundary Survey (2 copies), Title Opinion/Encumbrance Report, Fees

Plat Recording Documents

Required documents: Title Opinion/Encumbrance Report, Mylars, bonds, joinders, etc., Fees

* Cover letter providing a written response to staff comments, listing and addressing each of the items shown as a deficiency on the previous review.

** If the project increases in density or intensity from the initial proposal during any stage in the development approval process, a new concurrency evaluation will be required. A new form will be required if concurrency approval expires.

*** Cover letter requesting pre-construction conference and a copy of the notice of intent (NOI) submitted to FDEP and the corresponding executed SWPPP must be submitted.

APPLICATION FEES: A schedule of fees and charges is established and adopted by the Board of County Commissioners of Brevard County, Florida, and may, from time to time, be amended.