



**TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
SITE PLAN APPLICATION**

To be completed by Town

Date Application submitted: _____

Date Application found complete: _____

Pre-Application meeting date: _____

Town Commission meeting date: _____

APPLICATION TYPE AND FEES

			Consultant Fee
Site Plan:	\$ 500.00	Advertising: \$400.00	\$2600.00
Rezoning:	\$ 500.00	Advertising: \$400.00	: \$2600.00
Land Use Plan Amendment:	\$ 500.00	Advertising: \$400.00	\$2600.00
Preliminary Plat:	\$ 500.00	Advertising: \$400.00	\$2600.00
Final Plat:	\$ 500.00	Advertising: \$400.00	\$2600.00

TOTAL DUE: \$3500.00

The Town Code provides for cost recovery of outside consultants, legal advertising costs, direct mail notice costs, etc. and depending on the scale of the project, additional fees may be incurred.

PROJECT CHARACTERISTICS

**For Proposed Residential Projects:
Unit Type**

Single Family	Number of Units _____	Plot Size _____	Density _____
Duplex	Number of Units _____	Plot Size _____	Density _____
Townhouses	Number of Units _____	Plot Size _____	Density _____
Condominiums	Number of Units _____	Plot Size _____	Density _____
Motel Units	Number of Units _____	Plot Size _____	Density _____
Hotel Units	Number of Units _____	Plot Size _____	Density _____

For Proposed Non-Residential Projects:

Primary Land Use Type

Commercial	_____	Gross Floor Area _____	Plot Size _____	# of Stories _____
Office	_____	Gross Floor Area _____	Plot Size _____	# of Stories _____
Restaurant	_____	Gross Floor Area _____	Plot Size _____	# of Stories _____
Medical	_____	Gross Floor Area _____	Plot Size _____	# of Stories _____
Other or Accessory Uses	_____			
		Gross Floor Area _____	Plot Size _____	# of Stories _____

Existing Site Characteristics

Existing Zoning _____ Land Use Plan Designation _____

Existing Land Use _____

Presently Vacant _____

In Residential use _____ Last Date Occupied _____ To Be Demolished _____
 Number of Units _____ Plot Size _____ Density _____

In Non-Residential use _____ Last Date Occupied _____ To Be Demolished _____
 Gross Floor Area _____ Plot Size _____ # of Stories _____

Date Application was accepted by Development Coordinator: _____



TOWN OF LAUDERDALE BY-THE-SEA DEVELOPMENT SERVICES INSTRUCTIONS & CHECKLIST

APPLICATION FOR SITE PLAN

The applicant must schedule a pre-application conference with staff at least one week before **APPLICATION SUBMITTAL DATE**. The purpose of the meeting shall be to advise the applicant of filing requirements, filing fees, the City's development review process, and other issues that may affect the application. Please call 954-776-3611 to schedule an appointment.

The following is a list of items that must be included with application submittal:

- * Completed application to be Signed and Notarized
- * Applicable fees (Filing fee of \$3500)
Note: Additional Town Off-Site Consultant fees may apply
- * 10 copies of site plan (two signed and sealed) including those required items listed in the application package. Additional copies will be required for Town Commission Review
- * Two (2) copies of Signed and Sealed Current Survey
- * Agent letter from property owner, if agent represents owner.

PLANNING AND ZONING BOARD SCHEDULE (Meeting Schedule attached)

The 3rd Wednesday of the month (as needed) at 6:30 P.M. Jarvis Hall located at 4501 Ocean Blvd., Lauderdale-By-The-Sea.

For advertising and review purposes, complete applications must be submitted 45 days before the Planning and Zoning Board meeting.