



# APPLICATION FOR SITE DEVELOPMENT PLAN 5 ACRES OR LARGER

FLAGLER COUNTY, FLORIDA  
1200 E. Moody Boulevard, #2  
Bunnell, FL 32110  
Telephone: (386) 437-7484 Fax: (386) 437-7488  
Application/Project Number: \_\_\_\_\_

<b>PROPERTY OWNER(S)</b>	Name(s):		
	Mailing Address:		
	City:	State:	Zip:
	Telephone Number (    )	Fax Number (    )	

<b>APPLICANT -AGENT</b>	Name(s):		
	Mailing Address:		
	City:	State:	Zip:
	Telephone Number (    )	Fax Number (    )	

<b>SUBJECT PROPERTY</b>	SITE LOCATION ( <i>street address</i> ):		
	LEGAL DESCRIPTION: <i>(briefly describe, do not use "see attached")</i>		
	Parcel # ( <i>tax ID #</i> ):		
	Parcel Size:		
	Current Zoning Classification:		
	Current Future Land Use Designation		
	Subject to A1A Scenic Corridor IDO?	YES	NO
	Is this an Affordable Housing Project?	YES	NO

**PROJECT DATA:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Owner(s) or Applicant/Agent  
if Owner Authorization form attached

\_\_\_\_\_  
Date

NOTE: The applicant or a representative, must be present at the Public Hearing since the Board, at its discretion, may defer action, table, or take decisive action on any application.  
Rev. July, 2023



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## Required Attachments for Site Development Plan Application:

- 1.) Copy of Owner(s) recorded Warranty Deed;
- 2.) Application fee of \$550 plus 525.00/acre or portion thereof, payable to BOCC.  
Fee amount per Resolution 2008-31.
- 3.) Complete site plan meeting all requirements of Flagler County Land Development Code.

**Site development plan requirements.** A **site development plan** meeting the **requirements** of Appendix B is required. Lots or parcels less than five (5) acres require **site plan** review by the county technical review committee. Lots or parcels of five (5) acres or more require **site plan** approval by the **planning** board.

**Site development plan requirements in the A1A Scenic Corridor.** A **site development plan** as per the **requirements** of Appendix B (**Site Development Plan Review**) of the Flagler County Land **Development Code**, a sign **plan**, and landscaping **plan** in conformance with the regulations of the A1A Scenic Corridor shall be required for simultaneous review. The **site development plan**, with all proposed improvements, shall illustrate a tree survey of all index trees on the **site** both to be removed or to remain.

## APPENDIX B

### *SITE DEVELOPMENT PLAN CHECKLIST*

The site development plan review process provides the opportunity to ensure that the provisions of this Ordinance have been properly interpreted and applies as related to location of access points, design and location of parking areas, screening and landscaping, provision for drainage, and usable open space.

### *SITE DEVELOPMENT PLAN REVIEW PROCESS*

When the district regulations require submittal of a site development plan and the total acreage of the lot or parcel is less than 5 acres, the materials listed below shall be submitted to the office of the Development Administrator and County Engineer. If the plan is determined to be in accordance with this Ordinance and the Flagler County Comprehensive Plan, it shall be approved. The applicant shall have the right to appeal the decision of the Planning Board, as per article 7.5.

When the district regulations require submittal of a site development plan and the total acreage of the lot or parcel is 5 acres or more, the materials listed below shall be submitted to the Planning Department office. The Planning Department and County Engineer shall review the site plan to determine compliance with county development ordinances and consistency with the Flagler County Comprehensive Plan. Within forty-five (45) days of submittal, the site plan shall be reviewed and approved, approved with conditions, or denied by the Planning Board. The applicant shall have the right to appeal the decision of the Planning Board to the County Commission.

### **Site Development Plan Submission**

1. Application forms and fees;
2. Site plan containing the following data at an appropriate scale:
  - a. Lot area in acres or square feet;
  - b. If residential use, the total number and number of each type of dwelling units, plus:
    - (1) Gross density residential
    - (2) Percentage and square feet of building coverage
    - (3) Percentage and square feet of driveway and parking

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Rev. May, 2003



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- (4) Percentage and square feet of public street and right-of-way
    - (5) Percentage and square feet of open space
  - c. Coastal construction setback line and mean high water line;
  - d. Existing tree groupings and their fate;
  - e. Location, floor area and maximum height of existing and proposed buildings;
  - f. Lot lines, easements, public right-of-ways;
  - g. Location of circulation system, including streets, pedestrian and bicycle paths, driveways, and location and number of all parking spaces, and whether public or private. Notes concerning signage and parking control should be included on site or landscape plan.
3. General landscape plan including existing and proposed vegetation; proposed treatment of perimeter of development;
4. Existing and proposed utility systems, their capacities and specifications, including storm drainage system.