



APPLICATION FOR SITE DEVELOPMENT PLAN LESS THAN 5 ACRES

FLAGLER COUNTY, FLORIDA
1769 E. Moody Blvd, Suite 105
Bunnell, FL 32110
Telephone: (386) 313-4009 Fax: (386) 313-4109

Required Attachments for Site Development Plan Application:

1. Copy of Owner(s) recorded Warranty Deed;
2. An application fee of \$2,225 plus \$25/acre or portion thereof will be charged for site plan reviews less than 5 acres. Payable to BOCC. \$100 application fee for any application subject to the A1A Scenic Corridor. Fee amount per Resolution 2008-31.
Fee is subject to cost of newspaper ad(s) and postage at prevailing rates, and \$50 for each notification of public hearings (posting of signs).
3. Set of plans for the Technical Review Committee **due upon submittal of application.**

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.

NOTE: Pursuant to Section 286.0105 of Florida Statutes, the Flagler County Planning Board hereby notifies all interested persons that if a person decides to appeal any decision made by the Planning Board with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based.

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. 05/08



APPLICATION FOR SITE DEVELOPMENT PLAN LESS THAN 5 ACRES

FLAGLER COUNTY, FLORIDA
1769 E. Moody Blvd, Suite 105
Bunnell, FL 32110
Telephone: (386) 313-4009 Fax: (386) 313-4109

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
 - (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.

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. 5/08