



APPLICATION FOR SKETCH PLAT REVIEW

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

Application/Project #: _____

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

APPLICANT/AGENT	Name(s):			
	Mailing Address:			
	City:	State:	Zip:	
	Telephone Number		Fax Number	
	Email Address			

SUBJECT PROPERTY	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

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. 05/08



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REQUIRED ATTACHMENTS:

- 1.) Copy of Owner's recorded Warranty Deed;
- 2.) Owner's Authorization if applicable;
- 3.) Set of sketch plat drawings meeting all requirements of the Flagler County Land Development Code
- 4.) If application on going to TRC, fee will be \$170 plus \$3/acre. If application goes to TRC, Planning Board, and BCC, fee will be \$320 plus \$10/acre.
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).

Pursuant to Section 286.0105 of Florida Statutes, Flagler County hereby notifies all interested persons that if a person decides to appeal any decision made by the Planning Board or Board of County Commissioners with respect to any matter considered at such meetings or hearings, 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.



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4.05.01. Sketch plat review.

The intent of this review is to give the developer an optional procedure to introduce a proposed subdivision to the technical review committee (TRC) for the purpose of familiarizing the developer with a broad range of TRC considerations prior to the preparation of detailed plan documents. These considerations include, but are not limited to, such items as the comprehensive plan, county development policies and regulations, other development in the vicinity of the proposed subdivision, soil types, area drainage patterns, floodplain and flood-prone areas, and the capability of the land to support the proposed development. One purpose of this procedure is to provide the applicant with staff comments concerning flood-prone areas in the proposed subdivision and to provide staff recommendations concerning those flood-prone areas and the level of development considered to be acceptable by the TRC.

The developer may also request comments on the sketch plat by both the planning board and county commission. Sketch plat review can also be reviewed as a part of a rezoning and/or future land use map amendment.

A. *Procedures.*

1. An application for sketch plat review shall be filed and processed through development services. The proper fee and exhibits shall be submitted in sufficient copies, as determined by development services, to meet the requirements of the TRC.
2. A developer may elect to omit the sketch plat review and proceed directly to preliminary plat.

B. *Required Submittals.* Sketch plat shall be drawn at a scale no smaller than one (1) inch equals two hundred (200) feet and shall illustrate clearly:

1. Vicinity map at a scale no smaller than one (1) inch equals two thousand (2,000) feet with sufficient information to locate the property in the field.
2. Total area of proposed subdivision.
3. FEMA flood zone designation(s), base flood elevations, and floodway limits.
4. Water bodies or courses. Indicate mean or seasonal high water line.
5. Wetland areas approximating jurisdictional boundaries.
6. The soil types and boundaries, based on the Soil Survey of Flagler

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County, shall be delineated on the plan.

7. Graphically depict on the plan predominant vegetative plant communities and identify types by common name and location.
8. Parcel number(s) according to the Flagler County Property Appraiser's Office.
9. Topography of the site at not more than five-foot contour interval based on NGVD.
10. Proposed layout of street system, lot patterns, conceptual drainage systems, approximate subdivision boundaries, and existing zoning on the subject property and adjacent/surrounding properties.
11. Areas that may be reserved for parks or recreation sites, conservation easements, or natural open space areas.
12. Streets adjacent to the tract, including rights-of-way and pavement widths, and driveways on both sides of adjacent streets within three hundred (300) feet of proposed development.
13. Lots and blocks of adjacent recorded plats, giving plat book and page number along with names of such plats and identify owners of non-platted parcels.



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14. Proposed location of water and wastewater facilities.
 15. All existing on-site or adjacent easements, including drainage, electricity, gas, water, wastewater, pipeline, utility, conservation or other recorded easements.
 16. The legal description of the property proposed for platting.
 17. Identify known historic and archaeological sites by reference to the Florida Master Site File as maintained by the State of Florida.
 18. Any other appropriate information thought necessary by the prospective applicant or development services director to make a schematic presentation.
- C. *TRC Review.* The TRC shall review the application and informally discuss with the applicant any steps necessary to bring the application into compliance with the requirements of applicable regulations. It is suggested the applicant request a pre-application meeting to discuss the proposed project.

The recommendations of the TRC shall be furnished to the applicant for use in proceeding to the next step in the platting process.

(Ord. No. 03-18, § 3, 10-7-03)