



# City of Crescent City

3 NORTH SUMMIT STREET  
CRESCENT CITY, FLORIDA 32112-2599

City Hall: (386) 698-2525  
Fire: (386) 698-1212  
Gas Dept: (386) 698-1486  
Water Dept: (386) 698-2525  
FAX: (386) 698-3467

## SITE DEVELOPMENT PLAN APPLICATION AND REQUIREMENTS

\_\_\_\_\_ Minor Site Plan (less than 50% modification)      \$ 1000.00  
\_\_\_\_\_ Full Site Plan      \$2000.00

No building, structure, or use shall be erected, altered, installed, or maintained except in conformity with the provisions of the zoning ordinance of the CITY OF CRESCENT CITY. The PLANNING and ZONING COMMISSION must approve the Development Plan. The following information must be completed in its entirety and submitted to the Planning and Zoning Department prior to the Planning and Zoning meeting at which it is to be heard. Lack of submission of the following required information and attachments may cause tabling of the review process until complete information is furnished.

(1) LEGAL DESCRIPTION OF THE PROPERTY: (Provide supporting documentation)

\_\_\_\_\_

(2) OWNERSHIP OF THE PROPERTY: (Provide supporting documentation)

\_\_\_\_\_

(3) PERSON REPRESENTING OWNER (Name and relationship- provide supporting documentation):

\_\_\_\_\_

(4) DESCRIPTION OF THE PURPOSE AND SCOPE OF THE PROJECT:

\_\_\_\_\_

(5) WILL THIS PROJECT REQUIRE A CHANGE IN ZONING, CONDITIONAL USE, OR VARIANCE?:

\_\_\_\_\_

(6) OTHER COMMENTS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

\_\_\_\_\_  
DATE

### STAFF USE ONLY

\_\_\_\_\_  
RECEIVED BY

\_\_\_\_\_  
DATE

CURRENT ZONING \_\_\_\_\_

PROPOSED USAGE/ZONING \_\_\_\_\_

**DISCLAIMER ISSUING OF THIS PERMIT DOES NOT RELEASE THE APPLICATION FROM OBTAINING ALL OTHER NECESSARY PERMITS**

PERMITTED USE (YES or NO) \_\_\_\_\_

CONDITIONAL US (YES or NO) \_\_\_\_\_

FACILITIES AVAILABLE: WATER \_\_\_\_\_ SEWER \_\_\_\_\_ GAS \_\_\_\_\_

### **SITE PLAN CHECKLIST**

#### **SITE PLANS (LDC Sec, 5.3) COMPLETED 12 Copies**

GENERAL INFO: Name of Project, Intended Use, Legal description and size of parcel Name, address and telephone # of owners of record, Name, address, registration, and signature of professional preparing the plans, Date, North arrow and scale not smaller than 1:50, Existing topography, proposed finish grade, existing and proposed building restriction lines, vicinity map, zoning on all adjacent land, rights of way and curb cuts. A

1. ELEVATIONS, FLOOR PLANS, and USE OF ALL BUILDINGS and STRUCTURES
2. LANDSCAPING PLAN AND PRESERVATION OF EXISTING VALUABLE TREES.
3. LOCATION and CHARACTER OF ALL OUTSIDE FACILITIES FOR WASTE DISPOSAL
4. ALL CURB CUTS, DRIVEWAYS, PARKING AREAS, LOADING AREAS, and SURFACING MATERIALS and CROSS-SECTIONS OF SAME.
5. ALL PEDESTRIAN WALKS, MALLS, YARDS, and OPEN AREAS.
6. LOCATION, SIZE, CHARACTER, HEIGHT, and ORIENTATION OF ALL SIGNS
7. LOCATION, HEIGHT, and CHARACTER OF ALL WALLS and FENCE
8. LOCATION and CHARACTER OF PERIPHERAL LANDSCAPING
9. FRONT, SIDE, and REAR YARD SETBACK LINES
10. EASEMENTS
11. DRAINAGE, WATER, SEWER, and FIRE PROTECTION PLANS and PERMITS
12. LIGHTING PLAN
13. CIRCULATION PLAN (TRAFFIC FLOW)
14. CALCULATION SHOWING ADEQUACY OF PARKING AS REQUIRED BY ORDINANCE.
15. CALCULATIONS SHOWING LOT COVERAGE AND OPEN SPACE