



CITY OF COCOA BEACH
 P.O. Box 322430 Cocoa Beach, FL 32932-2430
 Telephone 321 868-3217 Fax 321 868-3378
www.cityofcocoa-beach.com

SITE PLAN REVIEW APPLICATION

Site Plan Review Type: New (100) Amendment (110) Small (150)

Case# _____ Date _____

Applicant Information: (Please print legibly or type)

NOTE: Seven (7) copies of all transmittals required by Land Development Code
 CHAPTER V, ARTICLE I, Section 5-02, unless otherwise indicated.

“CBC” indicates Cocoa Beach Code. “LDC” indicates Land Development Code.

Applicant/Agent and Address: _____

Business Phone: _____ **Business Fax:** _____

Owner Name, Address, Phone: _____

E-Mail Address: _____ [Recommended]

Project Name: _____

Project Address: _____

Zoning: _____ **Future Land Use:** _____

Required Application Documents: Proof of Ownership _____ Notarized Authorization _____

Fee: \$ _____ **Survey (3 signed and sealed)** _____

NOTICE: An approval of the request made in this application does not entitle the owner to a development permit. All requirements of CBC and LDC, must be met and are applied to any application for, or processing of, a development order or development permit.

This application was prepared and approved with the full knowledge and consent of the undersigned (Owner) _____, and is a full and complete representation of the proposed actions/development of the subject property. The Owner authorizes the agent (Agent) _____ to pursue this request for zoning and/or building/planning review. The Owner further authorizes City Staff, as necessary, reasonable right of entry to the subject premises, for review purposes, based upon this application.

Date _____ **Signature of Owner** _____

Subscribed before me this _____ day of _____, _____

Personally known _____, or produced identification _____

Signature of Notary: _____

APPLICATION CHECKLIST

SUBMITTAL DOCUMENTS:

LDC CHAPTER V, ARTICLE I, Section 5-02 – Application Requirements

- _____ 7 Sets of Site Plan, prepared, signed and sealed by an architect or professional engineer, licensed by the State of Florida in engineering standard document format (24" x 36") at a scale not less than one (1) inch to fifty (50) feet, unless (for larger projects) a larger scale is requested and authorized by the City.
 - _____ 7 Copies of Boundary Survey, consistent with LDC Section 5-38 (of which three (3) must be signed and sealed by a licensed surveyor).
 - _____ 7 Sets of Landscape Plan per LDC Chapter IV, Article V.
 - _____ 7 Copies of Traffic Impact Statement, signed and sealed by Florida Registered Professional Engineer. (See LDC Chapter II, Article II, Definition No. 213 – Traffic Impact Statement.)
 - _____ 7 Copies of Existing Tree Survey.
 - _____ 7 Copies of Concurrency Form documents.
 - _____ 2 Copies of Stormwater Management Plan (signed and sealed by Florida Registered P.E.).
 - _____ 1 Copy of Proof of Ownership, and original letter of authorization letter from Owner allowing Agent to act on Owner's behalf.
 - _____ 3 Copies of preliminary (ground and wall) sign plan (LDC Section 5-01)
 - _____ 7 Copies of Lighting Plan, in engineering standard document format (24" x 36") at a scale not less than one (1) inch to fifty (50) feet, unless (for larger projects) a larger scale is requested and authorized by the City; OR, written statement from the Applicant that no plans currently exist to install lights on site.
- The "lighting site plan" drawings must show:
- _____ Location of lights; elevation of lights on poles, buildings.
 - _____ Light types; installation of light types; shielding proposed.
 - _____ Table of fixtures, wattage, number, which can be cross referenced to the locations of lights on site plan.