



City of Stuart
121 SW Flagler Ave.
Stuart, FL 34994
development@ci.stuart.fl.us
(772) 288-5326

Received by: _____
 Reviewed by: _____
 Approved by: _____

Minor Development Plan Application

Project ID# _____
(Staff Entry)

Pre-App Conference Date:	Application Date:
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SITE INFORMATION

Project Name:	Parcel ID#:
Site Address:	
Subdivision:	Lot(s):
Site Acreage:	Flood Zone/Base Flood Elevation:
Existing Zoning District / CRA Subdistrict (if applicable):	
Proposed Zoning District / CRA Subdistrict (if applicable):	
Current Comprehensive Plan Future Land Use Designation:	
Proposed Comprehensive Plan Future Land Use Designation:	
Existing Land Use:	Proposed Land Use:
Proposed Square Footage (if applicable):	Proposed Density (if applicable):

PETITIONER INFORMATION

Property Owner:	Phone Number / Email Address:
Property Owner's Mailing Address:	
Applicant (if not Owner):	Phone Number / Email Address:
Applicant's Mailing Address:	
Agent/Contact Person:	Phone Number / Email Address:
Agent's Mailing Address:	
Architect:	Engineer:
Planner:	Landscape Architect:

Statement of Ownership and Designation of Authorized Agent

(Please Print or Type)

Before me, the undersigned authority, personally appeared _____

Who, being by me first duly sworn, on oath deposed and says:

1. That he/she is the fee simple title owner of the property described in the attached Legal Description.
2. That he/she is requesting approval of a _____ in the City of Stuart, FL.
3. That he/she has appointed _____ to act as an authorized agent on his/her behalf to accomplish the above project.

Name of Owner: _____

Signature of Owner:

By: Name/Title

Street Address

City, State, Zip Code

P.O. Box

City, State, Zip Code

Telephone Number

Fax Number

Email Address:

STATE OF FLORIDA, COUNTY OF _____

Sworn and subscribed before me by means of ___ physical presence or ___ online notarization, this

_____ day of _____, _____ By _____.

Personally Known OR Produced Identification
Type of Identification Produced:

Notary Public

My Commission expires:

Financial Responsibility Form

(Please Print or Type)

The Undersigned, as the Property Owner, Lessee, Contract Purchaser, or Applicant (circle one), acknowledges responsibility for all City expenses associated with the referenced application (s) including time spent by the City's consultants and further acknowledges that payment of consultant fees will be made prior to the receipt of the consultant comments.

Name:
Title:
Company:
Company Address:

City/State/Zip Code:
Telephone Number:
Facsimile Number:
Email Address (optional):

I hereby certify that all information contained herein is true and correct.

1. Signed this _____ day of _____, 20____.

Signature of Property Owner, Lessee, Contract Purchaser or Applicant (circle one)

Application Requirements

Fees:

- Minor Development Plan - \$1,703.00; or
- Amendment to approved site plan - \$852.00

(This does not include fees that may be charged as a result of application review by the City's consultants or any required recording fees)

A Minor Development Plan is one which is:

- A single-family, multi-family or duplex residential project of between 3 and 35 units, inclusively.
- A non-residential development under 50,000 square feet in area.
- A mixed-use development under 50,000 square feet in area.
- A public or private institutional development less than one acre in land area.
- Commercial tenant finishes.

Submittal Requirements: A completed application form, the payment of fees, a site plan, one (1) copy of all documents on a PDF formatted disc electronically signed and sealed, and any other information as may be required by the City Development Director in order to do a thorough review of the request. *(The data requirements for a site plan are available at the Development Department)*

Approving Authority: The Development Director has the administrative authority to approve this application after review by appropriate City staff and, if necessary, the City's consultants.

Justification: Please provide justification supporting the application and demonstrating how the application:

- Is consistent with the relevant components of the City of Stuart Comprehensive Plan including concurrency with adopted levels-of-service for utilities/facilities and compatibility with existing/planned uses and
- Complies with the relevant development standards of the City of Stuart Land Development Code *(include additional pages if needed)*.

(over)