



CITY OF SARASOTA
DEVELOPMENT APPLICATION

General Information

[Please Print or Type]

APPLICATION [PROJECT] NAME: _____

PROPERTY ADDRESS[ES]: _____

PARCEL ID NUMBER[S]: _____

	EXISTING		PROPOSED
Zone District			
Total Acres / Sq. Ft.			
Estimated Construction Value [Excluding land costs]			
THE FOLLOWING MUST BE COMPLETED FOR TRAFFIC CONCURRENCY ANALYSIS AS APPLICABLE:			
Use			
No. of Employees			
No. of Seats			
Hours of Operation			
Build-Out Date			
THE FOLLOWING MUST BE COMPLETED FOR AMENDMENTS TO THE COMPREHENSIVE PLAN:			
Future Land Use Classification			
Attach a legal description of the property and a map outlining/showing the parcel.			
THE FOLLOWING MUST BE COMPLETED BY THE OFFICE OF THE CITY AUDITOR AND CLERK FOR ANNEXATIONS:			
The property is within the Urban Service Boundary:	Signed:		Print:

ATTACH A PROJECT DESCRIPTION including total bldg. sq. ft. and, where applicable, total retail and office sq. ft., number of residential units, and proposed parking.

APPLICATION TYPE [CHECK ALL APPLICABLE]:

- | | | |
|--|--|---|
| <input type="checkbox"/> Adjustment to Downtown Code | <input type="checkbox"/> Historic Designation | <input type="checkbox"/> Site Plan / Site Plan Amendment |
| <input type="checkbox"/> Staff <input type="checkbox"/> Planning Board | <input type="checkbox"/> Major Conditional Use/Amendment * | <input type="checkbox"/> Site Plan Extension |
| <input type="checkbox"/> Administrative Site Plan | <input type="checkbox"/> Minor Conditional Use/Amendment * | <input type="checkbox"/> Street / R-O-W Vacation * |
| <input type="checkbox"/> Laurel Park Overlay District (LPOD) | <input type="checkbox"/> Miscellaneous | <input type="checkbox"/> Street Name Change |
| <input type="checkbox"/> Amendment to the EDCM/City Code | <input type="checkbox"/> Off-Site Parking Agreement | <input type="checkbox"/> Shared Parking Agreement |
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Pre-Application Conference with
Development Review Committee | <input type="checkbox"/> TIF Funding Request |
| <input type="checkbox"/> Appeal: | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Downtown <input type="checkbox"/> Newtown |
| <input type="checkbox"/> BOA <input type="checkbox"/> PB <input type="checkbox"/> CC | <input type="checkbox"/> Proportionate Fair Share Agreement | <input type="checkbox"/> Traffic Concurrence - Initial Review |
| <input type="checkbox"/> Boundary Adjustment/Lot Split Review | <input type="checkbox"/> Provisional Use Permit/Market | <input type="checkbox"/> Traffic Concurrence Study |
| <input type="checkbox"/> Brownfield Designation | <input type="checkbox"/> Provisional Use Permit Extension | <input type="checkbox"/> Urban Central Business District (Expedited) |
| <input type="checkbox"/> Certificate of Appropriateness | <input type="checkbox"/> Regional Activity Center (Expedited) | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Community Workshop | <input type="checkbox"/> Rezone without Site Plan* | <input type="checkbox"/> Variance Extension |
| <input type="checkbox"/> Laurel Park Overlay District (LPOD) | <input type="checkbox"/> Rezone with Site Plan* | <input type="checkbox"/> Variance - Limited for Historic Structures |
| <input type="checkbox"/> Comprehensive Plan Amendment * | <input type="checkbox"/> Rezone Ordinance Amendment * | <input type="checkbox"/> Zoning Code Interpretation Letter: |
| <input type="checkbox"/> Development Agreement | <input type="checkbox"/> R-O-W Encroachment Agreement- Major | <input type="checkbox"/> Downtown <input type="checkbox"/> Outside DT |
| <input type="checkbox"/> Development of Regional Impact [DRI] | <input type="checkbox"/> Sidewalk Café (City Code Sec. 30-22) | <input type="checkbox"/> Zoning Code Confirmation Letter: |
| <input type="checkbox"/> Final Plat/Subdivision | <input type="checkbox"/> Sidewalk Café Annual Renewal | <input type="checkbox"/> Downtown <input type="checkbox"/> Outside DT |
| <input type="checkbox"/> "G" Zone Waiver * | | <input type="checkbox"/> Zoning Text Amendment [City Only] |

- Check if this application is a **REVISION** (Amendment) to a previously approved application
- Check if applying for the Affordable Housing Fee Deferral Program and you are fee simple owner of the property

* Community Workshop Required

FOR USE BY THE OFFICE OF THE CITY AUDITOR AND CLERK	
RECEIVED BY: _____	APPLICATION NUMBER: _____
DATE: _____	AMOUNT PAID: _____



CITY OF SARASOTA
DEVELOPMENT APPLICATION

GENERAL INFORMATION

[Please Print or Type]

I. PROPERTY OWNER, LESSEE, OR CONTRACT PURCHASER [Circle One]:

Form with fields for Name/Title, Company Name, Company Address, City/State/Zip Code, Telephone No, Facsimile No, and E-Mail Address (Optional).

II. AGENT OF RECORD [IF ANY]: The following individual is designated as the Agent of Record for the property owner, lessee, or contract purchaser and should receive all correspondence related to the application review and billing. [Billing information will also be sent to the above-named individual.]

Form with fields for Name/Title, Company Name, Company Address, City/State/Zip Code, Telephone No, Facsimile No, and E-Mail Address (Optional).

III. THE UNDERSIGNED, AS THE PROPERTY OWNER, LESSEE, CONTRACT PURCHASER, OR AGENT [Circle One], acknowledges responsibility for all City expenses associated with the referenced application(s) including time spent by City Staff and Attorneys through the date of issuance of a Final Certificate of Occupancy. [If same as #I above, note "Same". Not required for Pre-Application Conference with DRC.]

Form with fields for Name/Title, Company Name, Company Address, City/State/Zip Code, Telephone No, Facsimile No, and E-Mail Address (Optional).

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

IV. Signed this _____ day of _____,

Signature of Property Owner, Lessee, Contract Purchaser, or Agent [Circle One]

WITNESSES TO EXECUTION ON BEHALF OF APPLICANT

Witness

Witness

Print Name

Print Name

If applicable, community workshop meeting desired date and time requested:

Location:

Submit To: The Office of the City Auditor and Clerk
1565 First Street - Sarasota, Florida 34236
Office Number: 941-954-4160 - Fax Number: 941-954-4113
www.sarasotagov.com