



Town of Eatonville

Planning, Zoning, & Building Department
 307 East Kennedy Blvd.
 Eatonville, Florida 32751
 407-623-8900 Phone

www.townofeatonville.org

UNIFORM DEVELOPMENT APPLICATION

File No.

Applicant Information (A pre-application meeting with staff may be required to discuss the project review timeline and procedures.)

1. Project Name: _____

2. Property Owner: _____ Phone: _____

3. Site Address: _____ Email: _____

4. Agent authorized by Owner*: _____

5. Applicant Address: _____

**Please provide owner authorization letter*

Property Information

Parcel ID Number						
Street Address						
Site Information	Existing	Proposed	Abutting Property			
Future Land Use			North	South	East	West
Zoning						
Gross Sq. Ft.						
Acres of parcel						

Type of Request		
Special Exception/Use	Comp Plan Amendment (Small or Large)	Variance
Site Plan Review	Rezoning	Subdivide
Minor Site Plan	Annexation	Other:

Project Summary



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Application Submittal Check List:

Item	Y/N	Date	Staff
Completed Uniform Development Application			
Application Fee			
Proof of Ownership			
Agent Authorization Letter			
Survey / Signed Sealed Plans (6)			
Cover Letter and Documents			
One Labeled CD with electronic copy of submittals			
Public Notice Fee			

Property Owner Approval: _____ **Date:** _____

Authorized Agent Signature: _____ **Date:** _____

Applicant Signature (notarized) _____ **Date:** _____

AUTHORIZATION OF OWNER

I/We _____ of _____,

hereby authorize _____ to act on my

behalf with regard to obtaining _____ regarding _____.
 Name of Project

OWNER'S SIGNATURE

OWNER'S SIGNATURE

STATE OF FLORIDA
 COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2_____, by, who is personally known to me or has produced _____.

My Commission expires:

 NOTARY PUBLIC – STATE OF FLORIDA

 NAME OF NOTARY – TYPED OR PRINTED
 COMMISSION# _____



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PLANNING AND ZONING SCHEDULE		Fee
Concept / Preliminary Plan Review / Lot Split		\$300
Site Clearing / Demolition Only		\$300 < 5 ac
		\$600 > 5 ac
Rezoning		\$1100
Planned Development		\$2000
Site Plan Review		\$1200
Minor Site Plan (no additional sf)		\$500
Variance		\$300 Residential
		\$600 Commercial
Special Exception		\$1100
Landscape Plan		\$500
Signs		\$35 per sign
Tree Removal		\$30 per tree up to \$900
Temporary Use: Special Event		\$175
Prelim Plat		\$500
Final Plat		\$1500
Administrative Appeal		\$650
Annexation		\$650
Large Scale Comp Amendment		\$3500
Small Scale Comp Amendment		\$2500
Certificate of Appropriateness		\$150
Other Public Hearings		\$1100
Zoning Certification Letter		\$55
Parking Plan		<2 ac \$500
		>2 ac \$700
Traffic Impact Study		Cost + -
After the Fact Requests - Double the application fee and triple the building permit fee.		
Applications tabled at the request of the applicant, within 10 days of the Planning and Zoning meeting or Board of Adjustment meeting, will be charged for additional advertising and notification costs, plus \$100.00.		
Costs incurred by the Town for additional consultant investigation, traffic analysis, and planning activities prompted by the proposal shall be assessed to the project at the rate of 110%. This charge shall be added at the next logical development review point when a fee to the Town is required, e.g.; rezoning request, subdivision request, conditional use request or building permits.		
Applicants are responsible for 100% cost of advertisements for request requiring advertisements.		
Staff Accounting Notes:		

Applications may be delivered or mailed to
 Town of Eatonville | Planning, Zoning, & Building
 Attn: James Benderson
 307 E Kennedy Blvd
 Eatonville, Florida, 32751