



CITY OF MARATHON PLANNING DEPARTMENT

9805 Overseas Highway, Marathon, Florida 33050

Phone (305) 743-0033 FAX (305) 743-3667

APPLICATION FOR DEVELOPMENT AGREEMENT REVIEW

FEE: \$1725.00

Chapter 102 Article 8 contains the Development Agreement Approval Procedures

This application must be completed and returned with all required supporting documents to the City of Marathon Planning Department. Incomplete applications will be returned.

APPLICANT NAME: _____

Mailing Address: _____

Phone Number: (Home) _____ (Office) _____

AGENT NAME: _____

Mailing Address: _____

Phone Number: (Home) _____ (Office) _____

PROPERTY OWNER NAME: _____

Mailing Address: _____

Phone Number: (Home) _____ (Office) _____

LEGAL DESCRIPTION OF PROPERTY:

Lot: _____ Block: _____ Subdivision: _____

Key: _____ Mile Marker: _____

If in metes and bounds, attach a legal description on separate sheet.

Real Estate Number(s): _____

PROPERTY DESCRIPTION:

Street Address of Property (if applicable), or General Location Description: _____

Land Use District: _____

Present Use of Property: _____

Proposed Use of Property: _____

Gross Floor Area in Square feet (Non-Residential Uses): _____

Number of Residential Units to be Built: _____

Number of Affordable or Employee Housing Units to be Built: _____

Number of Hotel-Motel, Recreational Vehicle, Institutional Residential or Campground Units to be Built per Type: _____

Has an Application Been Submitted for this Site Within the Past Two Years? _____

If Yes, Name of the Applicant and Date of the Application: _____

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant or Agent

Date

State of Florida Notary Public

The foregoing signature was acknowledged before me this _____ day of _____, 20____
by _____, who is personally known to me ____ or has produced
_____ as identification.

Seal:

Notary Public Signature
My Commission Expires: _____

SUPPORTING DOCUMENTS

All applicable items must be submitted with the application to be considered complete. Incomplete applications will be returned.

_____ PROOF OF OWNERSHIP: deed, lease or pending sale contract.

_____ LOCATION MAP

_____ PHOTOGRAPHS of site from the main adjacent road or aerial photograph

_____ SEALED AND SIGNED SURVEY by a Florida registered surveyor.

_____ VEGETATION SURVEY or HABITAT EVALUATION INDEX, if applicable

_____ Proposed DEVELOPMENT AGREEMENT – hard copy and electronic copy

_____ SITE PLAN prepared by a Florida registered architect, engineer or landscape architect (5 copies). **INCLUDING BUT NOT LIMITED TO:**

_____ Property lines and mean high-water shoreline and outside dimensions of the entire parcel;

_____ All areas and dimensions of existing and proposed structures;

_____ Adjacent roadways and uses of adjacent property;

_____ Setbacks as required by the Land Development Regulations;

_____ Parking (including handicap parking) and loading zone locations and dimensions;

_____ Calculations for open space ratios, floor area ratios, density and parking;

_____ Outdoor lighting location, type, power and height;

_____ Extent and area of wetlands, open space areas, and landscape areas;

_____ Location of solid waste separation, storage and removal;

_____ Type of ground cover such as asphalt, grass, pea rock;

_____ Sewage treatment facilities;

_____ Existing and proposed fire hydrants or fire wells;

_____ Location of bike racks (if required);

_____ Flood zones pursuant to the Flood Insurance Rate Map (FIRM);

_____ Adjacent Land Use Districts.

_____ FLOOR PLANS (5 copies)

_____ LANDSCAPE PLANS at the same scale as the site plan (5 copies). May be on a separate plan or shown on the site plan. **INCLUDING BUT NOT LIMITED TO:**

- Open space preservation areas
- Size and type of buffer yards including the species, size, and number of plants
- Parking lot landscaping including the species, size and number of plants
- Existing natural features
- Specimen trees, or threatened and endangered plants to be retained and those to be relocated or replaced

- Transplantation plan (if required)

_____ CONCEPTUAL DRAINAGE PLAN with drainage calculations prepared by a registered engineer at the same scale as the site plan (5 copies). The plan must show existing and proposed topography, all drainage structures, retention areas and drainage swales, and existing and proposed permeable and impermeable areas.

_____ ELEVATION DRAWINGS of all proposed structures with the elevations of the following features referenced to NGVD: Existing grade, finished grade, finished floor elevations (lowest supporting beam for V-zone development), roofline and highest point of the structure (5 copies)

_____ TRAFFIC STUDY prepared by a licensed traffic engineer.

_____ CONSTRUCTION MANAGEMENT PLAN (State how impacts on nearshore water and surrounding property will be managed - i.e. construction barrier, hay bales, flagging, etc.).

_____ CONSTRUCTION PHASING PLAN.

_____ A TYPEWRITTEN LIST of the names and mailing addresses of all Property Owners within 300 feet from the borders of the project obtained from the Monroe County Property Appraiser (305-289-2550). Indicate lot, block, subdivision name and the Real Estate numbers for each address. The Applicant must follow procedures for mailed notices as provided in Section 102.08 of the City of Marathon's Land Development Regulations.

_____ LETTERS OF COORDINATION MAY BE REQUIRED FOR YOUR PROJECT. The applicant must check with the Planning Department to identify other agencies expected to review the project. These may include:

- City of Marathon, City Fire Chief – (305) 743-5266
- Florida Department of Environmental Protection (FDEP) – (305) 289-2310
- Florida Department of State, Division of Historic Resources
- Florida Department of Transportation (FDOT) – (305) 289-2350
- Florida Keys Aqueduct Authority (FKAA) – (305) 743-5409
- Florida Keys Electric Cooperative (FKEC) – (305) 743-5344
- Monroe County Department of Health – (305) 289-2721
- South Florida Water Management District (SFWMD)
- U.S. Army Corps of Engineers (ACOE) – (305) 743-5349
- U.S. Fish and Wildlife Service (USFWS) – (772) 562-3909, ext. 306
- Other, as applicable to the project