CITY OF ORMOND BEACH
Planning Department
22 South Beach Street, Ormond Beach, FL 32174
Tel: (386) 676-3238 www.ormondbeach.org comdev@ormondbeach.org

v3.2013

SITE PLAN REVIEW - APPLICATION

For Planning Department Use

Application Number _____ *Date Submitted* _____

APPLICATION TYPE AND FEES

	Application	Advertising Deposit for Advisory Board	Advertising Deposit for Commission	Total*
☐ Conceptual Plan	100	N/A	N/A	100
☑ New Site Plan	1500	N/A	N/A	1500
☐ Site Plan Re-Submittal	500	N/A	N/A	500
☐ Minor Modification to Approved Site Plan	600	N/A	N/A	600
☐ Lot Split or Lot Line Adjustment	350	N/A	N/A	350
☐ Downtown Site Plan (new)	600	N/A	N/A	600
☐ Downtown Site Plan (minor modification)	300	N/A	N/A	300
☐ Street Vacation	500	N/A	1424	1924
☐ Easement Release	50	N/A	N/A	50

☐ Stormwater Management (required for new site plans) Base fee of 300, plus 20 per acre up to 10 acres;
- plus 10 per acre over 10 acres up to 40 acres;
- plus 5 per acre for each acre of fraction thereof over 40 acres up to 160 acres;
- plus 2 per acre thereafter.

TOTAL: _____

*The total is calculated as the Application plus approximate Advisory Board and Commission Public Notification Fees. Depending on the actual costs, Staff shall refund any remaining balance or require additional payment. Please refer to the Schedule of Fees in the Land Development Code or contact the Planning Department for a summary of those noted plus any additional costs that may be required.

APPLICANT INFORMATION

This application is being submitted by ☐ Property Owner ☑ Agent, on behalf of Property Owner**

Name: Mark Dowst & Associates

Full Address: 536 N. Halifax Ave, Suite 100, Daytona Beach, FL 32118

Telephone: 386-258-7999 Email: mdowst@mdaeng.com

** If this application is being submitted by a person other than the property owner, please provide the following Property Owner Information as well as a notarized letter designating you as agent.

PROPERTY OWNER INFORMATION***

Name: City of Ormond Beach

Full Address: 22 S. Beach Street, Ormond Beach, FL 32176

Telephone: 386-676-3269 Email: john.noble@ormondbeach.org

***If the property owner does not reside on the property for which the application refers, please provide the following Property Details.

PROJECT COORDINATOR

Name	Mark Dowst & Associates
Full Address	536 N. Halifax Ave, Suite 100, Daytona Beach, FL 32118
Telephone	386-258-7999
Email	mdowst@mdaeng.com

PROJECT INFORMATION

Name	Environmental Learning Center
Description	To develop a 1980 square foot environmental learning center facility located off of Division Avenue centrally located within Central Park.

CERTIFICATION

By submitting this application, I hereby certify that the information provided above is true and correct to the best of my knowledge and that I am aware of the application submittal requirements and review process for this application. I hereby authorize City of Ormond Beach Staff to place legal notice on my property and to take pictures pertaining to my request. I am aware of the required pre-application meeting and am aware that if all the submittal requirements are not provided, my application will be continued to the next regularly scheduled hearing.

Signature: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 30th day of March, 2015, by Mark S Dowst, P.E., as PRESIDENT (title*) for MARK Dowst + Assoc (name of corporation*), who (_) provided _____ as identification, or (✓) who is personally known to me.

_____
Notary Public, State of Florida
My Commission Expires: 12/12/2015

Notary Public State of Florida
Cynthia L Osborn
My Commission EE152635
Expires 12/12/2015

* If you are executing this document on behalf of a corporation please complete the spaces with your title and the name of your company as indicated.