

PUD AMENDMENT APPLICATION

CITY OF PORT ST. LUCIE
Planning & Zoning Department
121 SW Port St. Lucie Boulevard
Port St. Lucie, Florida 34984
(772) 871-5213

FOR OFFICE USE ONLY

Planning Dept. _____
Fee (Nonrefundable)\$ _____
Receipt # _____

Refer to "Fee Schedule" for application fee. Make checks payable to the "City of Port St. Lucie." Fee is nonrefundable unless application is withdrawn prior to the Planning and Zoning Board meeting. **All** items on this application should be addressed, otherwise it cannot be processed. Attach proof of ownership: two copies of deed. Please type or print clearly in **BLACK** ink.

PRIMARY CONTACT EMAIL ADDRESS: _____

PROPERTY OWNER: _____

Name: _____

Address: _____

Telephone No. _____ Email _____

AGENT OF OWNER (if any)

Name: _____

Address: _____

Telephone No. _____ Email _____

PROPERTY INFORMATION

Legal Description: _____
(Include Plat Book and Page)

Parcel I.D. Number: _____

Current Zoning: _____ Proposed Zoning: _____

Future Land Use Designation: _____ Acreage of Property: _____

Reason for amendment request: _____

1) Applicant must list on the first page of the attached amendment all proposed changes with corresponding page number(s).

2) All proposed additions must be underlined and deleted text must have a ~~strikethrough~~.

3) Where there are conflicts between the requirements of the general provisions of this chapter or other applicable codes of the city and the requirements established by official action upon a specific PUD, the latter requirements shall govern.

Signature of Owner

Hand Print Name

Date

***If signature is not that of the owner, a letter of authorization from the owner is needed.**

NOTE: Signature on this application acknowledges that a certificate of concurrency for adequate public facilities as needed to service this project has not yet been determined. Adequacy of public facility services is not guaranteed at this stage in the development review process. Adequacy for public facilities is determined through certification of concurrency and the issuance of final local development orders as may be necessary for this project to be determined based on the application material submitted.

The application is reviewed by the Site Plan Review Committee, Planning and Zoning Board and City Council. PUD zoning and amendments are adopted by ordinance. (Ord. No. 98-84, § 1, 3-22-99)

Changes in Conceptual Plans
Sec. 158.177

- Minor changes in conceptual plans approved as a part of the rezoning to PUD may be permitted. The City Council upon application by the developer or his successors in interest, without the filing of a new application for PUD rezoning, provided that any change does not result in any of the following:
 - An overall increase in number of dwelling units of over one (1%) percent.
 - A reduction of the area set aside for community open space or a relocation thereof of more than five (5%) percent.
 - An overall increase in proposed floor area of over five (5%) percent.
 - An overall increase by more than five (5%) percent of the total impervious surface area.
 - An increase in the number of floors of building or an increase in height.
 - A modification in original design concept, such as an addition of land use category, change in traffic pattern or access and egress, or an increase of traffic generation exceeding that previously submitted by more than ten (10%) percent.
 - Any increase or decrease of more than ten (10%) percent of the total land area occupying a particular land use.

To apply for a minor change in conceptual plans, the developer or his successors in interest shall submit the following information to the office of the Zoning Administrator.

- _____ An up-to-date statement presenting evidence of unified control of the entire area within the PUD and a renewed agreement to all provisions set forth in subsection 158.175(A)(1).
- _____ A written statement clearly setting forth all proposed changes in the conceptual plan, setting forth in comparable fashion all applicable plan data and for both the currently approved conceptual plan and the conceptual plan as proposed for change.
- _____ Revised copy of the conceptual development plan containing all proposed changes.
- _____ A revised copy of all other documents or reports submitted as part of the original application and affected by the proposed changes.
- _____ Revised copies of any additional covenants, agreements, or stipulations made a part of the original approval action and affected by the proposed changes.

Any application for minor changes in conceptual plans shall be submitted to the site plan review committee and Planning and Zoning Board for review and recommendation, and the recommendations of the committee and board shall be entered into the official record of the application and shall be considered by the City Council prior to the taking of official action upon application. Any proposed change in conceptual plans which does not qualify as a minor change as set forth above shall be considered a major change and shall require a rezoning application meeting all applicable requirements of this chapter for PUD rezoning. (Ord. No. 98-84, § 1, 3-22-99)



CONCEPT PLAN SUFFICIENCY CHECKLIST

Revised September, 2011

Project Name: _____

Project Number: P _____ New Submittal _____ or Resubmittal _____ (Check One)

Applicant should submit the concept plan package to Planning & Zoning Department with all items listed below to initiate the review process. Other drawings or information may be required, if deemed necessary, upon review of the submittal for the Site Plan Review Committee Meeting.

The Applicant should complete the Project Information, Applicant Checklist and Applicant Certification. Use the following to complete the checklist: ✓ = *Provided* X = *Incomplete or Missing* NA = *Not Applicable*

Applicant Checklist	Description of Item Provided	Sufficient		
		P&Z	Eng.	Utility
	Sufficiency Checklist: One original completed and signed by applicant.			
	Cover Letter: Sixteen copies of a typed letter explaining the purpose and history of the application.			
	Written Response to Comments: Sixteen copies. For resubmittals only.			
	Completed Application: Sixteen copies. Use black ink or type to fill out completely and legibly.			
	Owner's Authorization: Sixteen copies of authorization on Owner's letterhead.			
	Application Fees: Refer to each department's fee schedule.			
	Proof of Ownership:			
	Three copies of the recorded deed(s) for each parcel with the exact same name for each parcel <u>or...</u>			
	...Unity of Title			
	PUD/MPUD Document and Concept Plan (Sections 158.170 – 158.175 of the Zoning Code):			
	Sixteen sets of 11" x 17" concept plans			
	Show traffic access points			
	Show drainage discharge locations			
	Show proposed water and sewer connection points			
	Evidence of unified control and binding PUD agreement			
	Density statement			
	Proposed zoning district regulations			
	LMD Rezoning and Concept Plan (Section 158.155(M) of the Zoning Code):			
	Sixteen sets of 11" x 17" concept plans			
	Show traffic access points			
	Show drainage discharge locations			
	Show proposed water and sewer connection points			
	Evidence of unified control and development agreement			
	Preliminary building elevations			
	Landscape Plan			
	SEU Concept Plan:			
	Sixteen sets of 11" x 17" plans – either approved site plan or proposed concept plan			



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Applicant Certification

I, _____ (*Print or type name*), do hereby certify that the information checked above has been provided to the City of Port St Lucie for the subject project. I understand that the checklist is used to determine if the submittal is complete so that the project can be added to the Site Plan Review Agenda. I further understand that review of the submittal contents will not be made at this time and that a sufficient submittal does not exempt a project from being tabled or denied at the Site Plan Review Committee.

(Signature of Applicant)

(Date)

Planning and Zoning Department Representative

I, _____ (*Print name*), as a representative of the Planning and Zoning Department, find that this submittal is **Sufficient** / **Non-Sufficient** based upon my review on _____ (*date*).

Additional Comments:

(Signature of Planning and Zoning Department Representative)

(Date)

Engineering Department Representative

I, _____ (*Clearly print or type name*), as a representative of the Engineering Department, find that this submittal is **Sufficient** / **Non-Sufficient** based upon my review on _____ (*date*).

Additional Comments:

(Signature of Engineering Department Representative)

(Date)

Utilities System Department

I, _____ (*Clearly print or type name*), as a representative of the Utilities System Department, find that this submittal is **Sufficient** / **Non-Sufficient** based upon my review on _____ (*date*).

Additional Comments:

(Signature of Utility System Department Representative)

(Date)