

# DEVELOPMENT OF REGIONAL IMPACT APPLICATION

**DID YOU REMEMBER TO?**

Have a pre-application meeting within the last 60 days

Have an Affidavit notarized by both the owner and applicant (even if same person)

Complete the submittal checklist and development plan checklist

Fold oversize copies so that they are no larger than 8 1/2" by 14"

Submit all information as required at the pre-application meeting

Collate all required information into 17 individual packages (including one package containing originals)

Submit prior to 2 p.m. on the application deadline

## PROJECT LOCATION

Parcel Identification Number

Property Address/Location

## OWNER/APPLICANT INFORMATION

Owner Name, Title

Applicant Name, Title

Company

Company

Street Address

Street Address

City State Zip

City State Zip

Telephone Number

Telephone Number

Fax Number

Fax Number

E-Mail Address

E-Mail Address

## TO BE COMPLETED BY CITY STAFF

Pre-Application Mtg. Verification

Date

Project Name

Case Description

1 2 3 4 5 6

Sub-Type (New or NOPC)

Commissioner District  
(circle one)

Case # Assigned



# PROJECT INFORMATION

**TO BE COMPLETED BY  
CITY STAFF**

**Zoning District**

**Future Land Use Designation**

**GMP Subarea/Policies**

**Related to GMP Amendment?**

SURROUNDING ZONING

N	
S	
E	
W	

## PROJECT SUMMARY TABLE

The purpose of this table is to identify general use and phasing information. For amendments to existing Developments of Regional Impact, the Notice of Proposed Change should include a table showing proposed development program changes in both acreage and dwelling units/square feet by use.

PROPOSED USE	ACRES	EXISTING	DEMOLITION	PHASE 1	PHASE 2	TOTAL
Single-Family Residential (du)						
Multi-Family Residential (du)						
Office (sq. ft.)						
Commercial (sq. ft.)						
Industrial (sq. ft.)						
Civic/Public Benefit Use (sq. ft.)						
Other:						
<b>TOTAL</b>						

## SURROUNDING LAND USES

(Single-Family, Multi-Family, Townhouse, Convenience Store, Supermarket, Vacant, etc.)

North	
South	
East	
West	

# CERTIFICATION

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

**Applicant Signature**

**Date**

## SUBMISSION PACKAGE

The following table contains the requirements for submitting an application for a new DRI or an amendment to an existing DRI. The first check box on the left indicates what is required. The item must be submitted unless waived by a planner at the pre-application meeting. Complete the checklist by placing a checkmark (✓) in each box to the right of a required item to indicate that it has been submitted. All items required shall be collated into **17** individual packages prior to submittal of the application. Since a limited number of full-size plans and surveys are required, please identify the packages that contain full-size plans on the first page of the application by marking the box for full-size plans. For packages that contain only reduced plans/surveys, leave the box blank. Applications are due by **2:00 p.m.** on the deadline date. Please ensure that your application package is complete and submitted on-time to avoid being deferred to the next posted deadline date and board meeting. **Applications must be submitted within 60 days of the pre-application meeting.**

<b>Application Fee</b> <b>\$12,500</b> (new or substantial amendment)  <b>\$2,750</b> (all other amendments)	A user fee established by City Council to partially off-set the administrative and direct costs of processing an application. <u>The application fee does not in any way ensure the applicant a favorable decision.</u> All applications will be reviewed on the merits of the request alone, regardless of the application fee. All application fees are non-refundable, except for applications that are withdrawn within five (5) working days of the application submittal date. <u>The Project Planner must receive a request for withdrawal by 5:00 p.m. on the day of the withdrawal deadline for the fee to be refunded.</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Application Form</b>	This application form completed and signed. Pages 1-3 of this form are required to be completed by the applicant prior to submittal. Additional appendices must be submitted if required below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Project Description</b>	Brief description of the proposed development, including the existing condition of subject property and the character of the surrounding area. The project description should include the purpose of the proposed development and its relationship to surrounding properties. The description should also identify how the proposed development is consistent with the City's Growth Management Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>ADA/NOPC</b>	Application for Development Approval (ADA) or Notice of Proposed Change (NOPC) to an existing DRI consistent with the requirements of Florida Statutes and Florida Administrative Code. Applications for DRI amendments (NOPC) should include a statement by the applicant as to the type of amendment proposed (non-substantial, presumed non-substantial, presumed substantial or substantial)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Boundary Survey</b> (New DRI and any property being added to an existing DRI)	A recent, accurate survey showing all existing improvements on the property and certified by the surveyor, drawn to scale. (See "Existing Conditions" on the Development Plan checklist for specific items that must be shown on the survey). Submit <b>17</b> full-size (to-scale) surveys and <b>17</b> reduced copies no larger than 11 inches by 17 inches.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Topographic Survey</b> (New DRI and any property being added to an existing DRI)	Must show the existing contours at one-foot intervals, as delineated by U.S. Geological Survey maps or other competent expert evaluation and extending 50 feet beyond the property boundaries or to the centerline of the road. Submit <b>17</b> full-size (to-scale) surveys and <b>17</b> reduced copies no larger than 11 inches by 17 inches.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Development Plan (Map H)</b>	Development Plan consistent with the requirements contained in Florida Statutes/Florida Administrative Code. Submit <b>17</b> full-size (to-scale) surveys and <b>17</b> reduced copies no larger than 11 inches by 17 inches.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Ownership Affidavit</b>	Required for all applications, regardless of applicant's relationship to property owner. Fill in all blanks and ensure <i>each</i> signature is notarized. (Appendix A).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Environmental Assessment</b>	An environmental assessment shall be prepared to determine if environmentally sensitive lands are present and to classify those lands using the City's three-tiered system (Appendix B)	<input checked="" type="checkbox"/>	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C
<b>Traffic Impact Analysis</b>	A transportation/traffic analysis study shall be conducted and prepared using methodologies as recommended by Transportation Department staff to determine impacts of the proposed project and propose mitigation of the impacts. Appendix C lists projects requiring traffic impact analyses.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Other Information</b>	Other information required by the Planning Official:	<input checked="" type="checkbox"/>	<input type="checkbox"/>



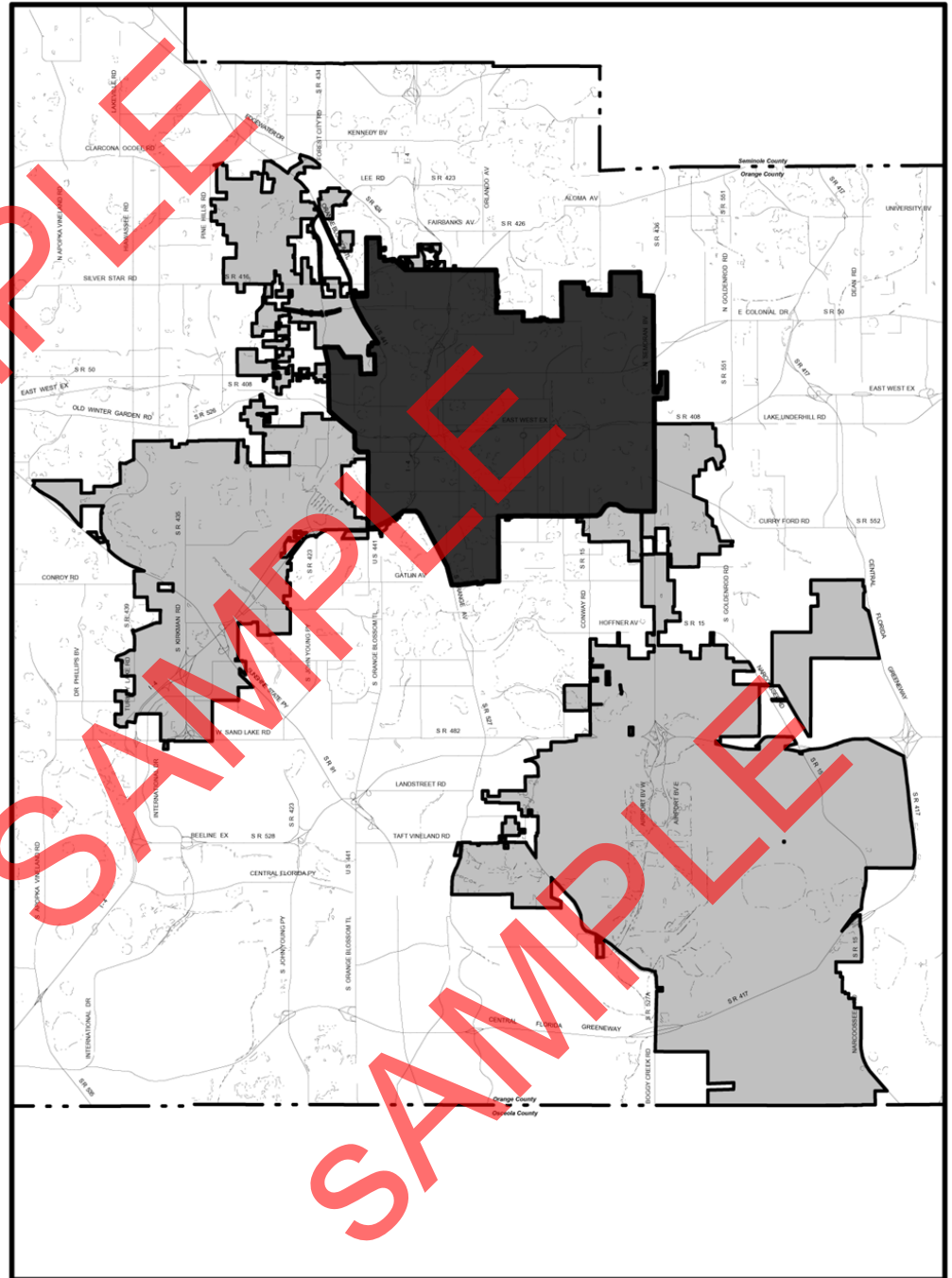
# APPENDIX B: ENVIRONMENTAL ASSESSMENT

An environmental assessment is required to be submitted as part of this application unless the subject site is within the area designated as "Urbanized Disturbed" shown to the right. Areas designated as "urbanized disturbed" are exempt from the environmental assessment requirement.

There are three levels of environmental assessments. Applicants may choose which level of information to submit in initial applications to the city, but the city shall determine if the submittal is appropriate on a case-by-case basis. The requirements for the various levels of environmental assessment are shown on the following page.

The city shall consider the findings of the environmental assessment and shall apply the appropriate policies of the Conservation Element. Recommendations may include:

- Protection of environmentally significant lands consistent with the applicable environmental regulatory agencies, including requiring the applicant to submit signed copies of all environmental permits prior to issuance of engineering permits by the City.
- Require site design to minimize impact of development on environmentally sensitive features of protected wetlands and wetlands under 0.5 acres.
- Require creation of buffers and conservation easements
- Request other permitting agencies to protect wetlands of special value to the city which may otherwise be exempt from their permitting process
- Require a contribution to the Environmental Trust Fund. Such conditions shall become part of the development approval.



**LEGEND**

Miles

NORTH

- City of Orlando Jurisdiction
- Lands Designated as Urbanized Disturbed

City of Orlando Planning & Development Department  
City Planning Bureau September, 1999

<b>ENVIRONMENTAL ASSESSMENT: GENERAL REQUIREMENTS</b>		<b>LEVEL A</b>	<b>LEVEL B</b>	<b>LEVEL C</b>
LEVEL A:	Environmental Description	<ul style="list-style-type: none"> <li>Legally Cleared Land</li> <li>Sparse or No Vegetation</li> </ul>	<ul style="list-style-type: none"> <li>Not cleared of vegetation</li> <li>May contain wetlands</li> <li>Low probability of Endangered, Threatened or Species of Special Concern</li> </ul>	<ul style="list-style-type: none"> <li>Native vegetation</li> <li>Wetlands</li> <li>High probability of Endangered, Threatened or Species of Special Concern</li> </ul>
LEVELS B AND C:	Site visit and brief environmental assessment from a qualified environmental professional			
<b>Location Map</b>	<ul style="list-style-type: none"> <li>Note Section, Township and Range</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Aerial Photograph</b>	<ul style="list-style-type: none"> <li>Scale no smaller than 1":600'</li> <li>Outline subject property</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Photographs</b>	<ul style="list-style-type: none"> <li>Ground level panoramic</li> <li>Adequate to determine vegetative condition of site</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Wetland Map</b>	<ul style="list-style-type: none"> <li>Jurisdictional boundaries and acreage of all wetlands</li> </ul>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Q-Wet Ranking</b>	<ul style="list-style-type: none"> <li>For all wetlands, complete Q-Wet Ranking System form to estimate quality of wetlands on site</li> </ul>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Ecosystems</b>	<ul style="list-style-type: none"> <li>General description of locations and types</li> </ul>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Endangered, Threatened, or Species of Special Concern</b>	<ul style="list-style-type: none"> <li>Statement which justifies the opinion of the biologist/consultant that the site does not support or harbor Endangered, Threatened or Species of Special Concern</li> </ul>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Environmental Impacts Map</b>	<ul style="list-style-type: none"> <li>Any proposed impacts or alterations to wetlands</li> </ul>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Vegetation Map</b>	<ul style="list-style-type: none"> <li>With ecosystems identified per Class III FLUCCS codes, as defined in FDOT's "Florida Land Use Cover and Forms Classification System," latest edition</li> </ul>			<input checked="" type="checkbox"/>
<b>Wetlands</b>	<ul style="list-style-type: none"> <li>Delineation of any wetlands within the landward extent of Waters of the State</li> </ul>			<input checked="" type="checkbox"/>
<b>Endangered, Threatened, or Species of Special Concern Map</b>	<ul style="list-style-type: none"> <li>All transects and study areas</li> <li>Survey dates</li> <li>Delineation of any endangered, threatened, or species of special concern observed (including nests, burrows, or other signs) and their habitats</li> </ul>			<input checked="" type="checkbox"/>
<b>Environmental Impacts Map</b>	<ul style="list-style-type: none"> <li>Any proposed impacts or alterations to endangered or threatened species or their habitat</li> <li>Any proposed impacts or alterations to natural aquifer recharge areas</li> </ul>			<input checked="" type="checkbox"/>
<b>Written Report</b>	<ul style="list-style-type: none"> <li>Ecological description of upland and wetland habitats on site, including dominant species, wildlife usage, hydrology (for wetlands), relative ecological quality, and observed effects of previous impacts</li> <li>Endangered species survey per specification of Florida Game and Fresh Water Fish Commission's "Wildlife Methodology Guidelines," latest edition, except that no herp arrays, trapping or night observations shall be required.</li> <li>Statement of whether site falls within natural aquifer recharge area identified in Chapter 63</li> </ul>			<input checked="" type="checkbox"/>

# Q-WET RATING SYSTEM FORM

(PLEASE CIRCLE THE APPROPRIATE POINT VALUE)

PARAMETER	POINT VALUE
A. SIZE	
Large (>46 acres)	2
Medium (10-45 acres)	1
Small (0.5-9 acres)	0
B. LINKAGE	
Major Connection (Waters of the State)	2
Minor Connection (runoff wetlands, ditch, low velocity flow)	1
Isolated (Cypress dome, marsh, bayhead)	0
C. BUFFER ZONE	
Excellent	2
Adequate	1
Poor	0
D. EXISTING VEGETATION	
High ecological quality	2
Moderate quality	1
Low Quality	0
E. HYDROLOGY	
Adequate	2
Modified	1
Severely Modified	0
F. UNIQUENESS (as related to the City)	
Very Scarce	2
Somewhat Common	1
Common	0
G. PRODUCTIVITY	
Hydic Hammock, Mixed Hardwood Swamp, Deep Marsh	2
Bayhead, Shallow Marsh	1
Cypress Dome, Wet Prairie	0
H. LISTED SPECIES	
Observed	2
Likely	1
Not Likely	0
I. OBSERVED WILDLIFE USAGE	
High	2
Moderate	1
Low	0
J. ACTIVE & PASSIVE RECREATION VALUE	
High	2
Moderate	1
Low	0