



## City of Eustis Development Application

### FOR OFFICE USE ONLY

File #: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_ Property Alternate Key #(s) \_\_\_\_\_

Parcel ID No: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Legal Description: \_\_\_\_\_

### Application Type:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Administrative Site Plan (\$200)   | <input type="checkbox"/> Final Engineering/Construction Plan (\$750)  | <input type="checkbox"/> Preliminary Subdivision (Prelim. Plat) (\$1,000 + \$5/lot) |
| <input type="checkbox"/> Administrative Variance (\$100)<br>Annexation (Please see special form*) | <input type="checkbox"/> Final Plat (\$875 + \$5/lot + review fee**)  | <input type="checkbox"/> Site Plan (\$1,100)  |
| <input type="checkbox"/> Appeal (\$350)   | <input type="checkbox"/> Lot Line Deviation (\$200)   | <input type="checkbox"/> Vacation   |
| <input type="checkbox"/> Concept Plan (\$250)<br>Conditional Use (\$800)                          | <input type="checkbox"/> Lot Split (\$100)  | <input type="checkbox"/> Easement (\$400)   |
| <input type="checkbox"/> Conditional Sign Permit (\$350)  | <input type="checkbox"/> Minor Replat (\$875 + \$5/lot)   | <input type="checkbox"/> Row (\$500)  |
| <input type="checkbox"/> Community Meeting (\$150)  | <input type="checkbox"/> Modification (Minor) (\$200)   | <input type="checkbox"/> Plat (\$400)   |
| <input type="checkbox"/> Development Plan (\$1,100)   | <input type="checkbox"/> Modification (Substantial) (\$600)   | <input type="checkbox"/> Variance - Major (\$525***)                                |
| <input type="checkbox"/> Extension of Time (No fee)   | <input type="checkbox"/> Planned Unit Dev. (PUD) (\$1,300)  |   |
|   | <input type="checkbox"/> Outside Utility/Annexation Agreement (\$250 - Residential)<br>(\$350 - All Others) |   |

**\*Use Annexation, Comp. Plan  
Design District Application  
Form for those types of requests**

Project Name: \_\_\_\_\_

General Location/Address of Property: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\*Primary Contact Person: \_\_\_\_\_

Relationship to Property Owner/Project: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**\*All correspondence will be directed to the Primary Contact Person**

Have previous applications been filed in connection with this property?

☐ Yes ☐ No (If Yes, please explain) \_\_\_\_\_

Date of Pre-Application Meeting (if applicable) \_\_\_\_\_ Date of Community Meeting (if applicable) \_\_\_\_\_

Community Meeting Waived By Dev. Svcs. Director \_\_\_\_\_ Date \_\_\_\_\_

**Project Information:**

Description of Request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Justification Statement: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Area of subject property in acres: Upland \_\_\_\_\_ Wetland \_\_\_\_\_ Water \_\_\_\_\_ Total \_\_\_\_\_

Current Use of the Property \_\_\_\_\_

Proposed Use of the Property \_\_\_\_\_

Future Land Use Designation \_\_\_\_\_ Design District \_\_\_\_\_

Is property within the Wekiva Study Area? ☐ Yes ☐ No (If Yes, and application is for a Subdivision or Site Plan, see WSA requirements on Page 3)

Is City water service available to the site? ☐ Yes ☐ No

Is City wastewater service available to the site? ☐ Yes ☐ No

**For Non-Residential Projects only:**

Existing Building Square Footage \_\_\_\_\_ Proposed Building Square Footage \_\_\_\_\_

**For Residential Subdivisions only:**

Number of Lots \_\_\_\_\_

Number and Type of Proposed Dwelling Units:

Single Family Detached \_\_\_\_\_ Single Family Attached \_\_\_\_\_ Multi-Family \_\_\_\_\_

### **Additional Requirements for Wekiva Study Area Subdivisions & Site Plans**

The Land Development Regulations shall require the following surveys and studies are required to be submitted with a subdivision plan or site plan or its functional equivalent to provide an analysis and evaluate the location and presence of most effective recharge areas, karst features, and sensitive natural habitats including Longleaf Pine, Sand Hill, Sand Pine and Xeric Oak Scrub:

- a. An analysis of soils, by a professional qualified to determine the location of most effective recharge areas. Unless otherwise provided for by rule of the St. Johns River Water Management District (SJRWMD), most effective recharge areas shall be defined as Type "A" Hydrologic soils described by the National Resources Conservation Service (NRCS) Soil Survey.
- b. An analysis of the site, by a professional qualified to determine the location and nature of sinkholes and other karst features of the property, such as stream-to-sink and other direct connections to the aquifer including an analysis to determine the depth of the water table, location of the Floridan Aquifer relative to ground surface and thickness and extent of the bedrock or other confining layers over the aquifer. This analysis may include the use of geophysical surveys, such as microgravity and ground penetrating radar surveys, and may be supplemented with documented locations of sinkholes, light detection and ranging surveys, and aerial photographs. If karst features are determined to exist on site, further analysis may be required to evaluate surface and subsurface characteristics that provide potential connection to the aquifer, assess the potential for contamination of the aquifer from development, and identify protective solutions to be incorporated into the site design. Such design solutions shall utilize Best Management Practices described in Protecting Florida's Springs Manual Land Use Planning Strategies and Best Management Practices (November 2002).
- c. An analysis of the site by a professional qualified to identify flora and fauna, state and federally listed species, and vegetative habitat types including but not limited to wetlands and sensitive natural habitat defined as Longleaf Pine, Sand Hill, Sand Pine and Xeric Oak Scrub. This analysis shall include field surveys and use of best available information from federal, state, regional, and local agencies. The site analysis shall also consider ecosystem connectivity in relationship to adjacent properties and surrounding area in coordination with the Florida Fish and Wildlife Conservation Commission and the Florida Department of Environmental Protection.
- d. The analysis required above shall be used to characterize on site soils and determine locations of geologic features including sinkholes, solution pipes, depressions, and depth of soil to lime rock, including karst features like sinkholes with a direct connection to the aquifer and stream-to-sink features that require protection.

## OWNER'S AFFIDAVIT

STATE OF FLORIDA  
COUNTY OF LAKE  
CITY OF EUSTIS

BEFORE ME, the undersigned authority personally appeared \_\_\_\_\_,  
who being by me first duly sworn on oath, deposes and says:

1. That he/she is the fee-simple owner of the property legally described and attached to this application.
2. That he/she desires \_\_\_\_\_ approval to accomplish the above desired request, as stated on Page 1 of this Application.
3. That he/she has appointed \_\_\_\_\_ to act as Agent and/or Applicant in their behalf to accomplish the above.

\_\_\_\_\_  
(Owner's Signature)

STATE OF FLORIDA  
COUNTY OF LAKE  
CITY OF EUSTIS

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_, who is personally known to me or who has produced  
\_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Public (Signature)

(SEAL)

\_\_\_\_\_  
Print or type Notary Name

Commission (serial) Number \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**NOTE:**

**All applications shall be signed by the Owner(s) of the Property, or some person duly authorized by the Owner to sign. The authority authorizing such person other than the Owner to sign MUST be attached.**



## AGENT/APPLICANT'S AFFIDAVIT

STATE OF FLORIDA  
COUNTY OF LAKE  
CITY OF EUSTIS

BEFORE ME, the undersigned authority personally appeared \_\_\_\_\_  
who being by me first duly sworn on oath, deposes and says:

1. That he/she Affirms and Certifies that he/she understands and will comply with all Ordinances, Regulations, and Provisions of the City of Eustis, and that all statements and diagrams submitted herewith and attached hereto, are true and accurate to the best of their knowledge and belief, and further, that this application and attachments shall become part of the Official Records of the City of Eustis, Florida, and are **Not Returnable**.
2. That he/she desires \_\_\_\_\_ approval for the use of property as proposed, for the property legally described on this Application.
3. That the submittal requirements for this Application, which are attached hereto, have been completed and attached hereto as part of this Application.

\_\_\_\_\_  
(Agent/Applicant's Signature)

STATE OF FLORIDA  
COUNTY OF LAKE  
CITY OF EUSTIS

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification.

(SEAL)

\_\_\_\_\_  
Notary Public (Signature)

\_\_\_\_\_  
Print or type Notary Name

Commission (serial) Number \_\_\_\_\_

My Commission Expires: \_\_\_\_\_