



**CITY OF HOMESTEAD
DEVELOPMENT SERVICES
PLANNING & ZONING DIVISION**

COMMUNITY DEVELOPMENT DISTRICT (CDD)

FEES / PAYMENT* *Accepting Online Payment (6-Digit Account Number)*

Hearing (Nonrefundable): \$650.00

Cost Recovery: \$8,000.00

REVIEW PROCESS

Development Review Committee (DRC), and City Council (CC) hearings are required.

REQUIRED DOCUMENTS* *Additional documents may be required.*

Zoning Application
Cost Recovery Affidavit (signed by property owner/notarized)
Articles of Incorporation
Legal Description on word format
Lobbyist Registration filing & payment with City Clerk's Office
Letter of Consent (to process Application on behalf of Applicant)
Letter of Intent (signed/notarized)
Opinion of Title *City template
Property Deed
Certified Mailing Labels

Previously Approved Entitlements & Conditions of Approval
(Ordinances and/or Resolutions)

PRIOR TO PUBLIC HEARING:

Property Posting – 10 days prior to Public Hearing
Courtesy Notices – 500 feet
Affidavit Letter with color photos certifying property posting & completion of mailed courtesy notices. City to provide template for each upon drafting newspaper advertisement

REQUIRED PLANS / SURVEYS / TECHNICAL REPORTS* *Additional documents may be required.*

Proposed CDD resolution draft
Proposed CDD petition draft

***GENERAL NOTES:** All required documents, technical plans, and technical reports shall be submitted electronically (PDF File). Refer to the *Planning and Zoning Application – Electronic Submittal Instructions* on our City's website. **Incomplete applications, supporting documents, technical plans, and technical reports will not be accepted nor will the application proceed past Completeness Review to DRC.** Additional documentation may be required during review. Please contact (305) 224-4523 or planning@homesteadfl.gov to schedule an appointment for a complete application package submittal.