



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

TENTATIVE PLAT CHECKLIST – RESIDENTIAL DEVELOPMENT

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

Hearing (Nonrefundable): \$750.00 + \$50.00 per additional lot and track of land	Cost Recovery: \$8,000.00
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REVIEW PROCESS

Development Review Committee (DRC), and City Council (CC) hearings are required. Multiple zoning applications will need to be processed and run concurrently together through the public hearing process.

REQUIRED DOCUMENTS

<ul style="list-style-type: none"> Zoning Application Cost Recovery Affidavit (signed by property owner/notarized) School Concurrency Articles of Incorporation Certified Mailing Labels, Cover Letter, & Radius Map – 500 feet (signed/sealed) HOA Documents Joinder & Consent Legal Description on word format Letter of Consent to process Application on behalf of Applicant Letter of Intent (signed/notarized) Lobbyist Registration filing & payment with City Clerk’s Office Opinion of Title Property Deed 	<p>Previously Approved Entitlements</p> <p><u>PRIOR TO PUBLIC HEARING:</u> 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.</p> <p><i>**Additional documents may be required. **</i></p>
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REQUIRED PLANS / SURVEYS / TECHNICAL REPORTS

Boundary Survey (identifying net and gross acreages)
 Tentative Re-Plat Survey (Chapter 25) – to include net & gross acreage.

***Additional documents may be required. ***

***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.