



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

SOUTHWEST PLANNED URBAN NEIGHBORHOOD MASTER PLAN AMENDMENT CHECKLIST

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

Hearing (Nonrefundable): \$2,000.00

Cost Recovery: \$10,000.00

REVIEW PROCESS

Development Review Committee (DRC), Local Planning Agency (LPA) and two (2) 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* *Additional documents may be required.*

Zoning Application
Cost Recovery Affidavit (signed by property owner/notarized)
Articles of Incorporation
Lobbyist Registration
Letter of Intent (signed/notarized)
Letter of Consent to process Application on behalf of Applicant

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

REQUIRED PLANS / SURVEYS / TECHNICAL REPORTS

Boundary Survey (identifying net and gross acreages)
Proposed Code Amendment / Zoning District

****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.