



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

**WAIVER OF PLAT CHECKLIST**

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

**Hearing (Nonrefundable):** \$1,300.00 + \$65.00 additional cost for each lot      **Cost Recovery:** \$8,000.00

**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**

<p>Zoning Application          Cost Recovery Affidavit (signed by property owner/notarized)          Articles of Incorporation          Letter of Intent (signed/notarized)          Opinion of Title (City template to be used)          Joinder &amp; Consent (if applicable)          Property Deed          Cover Letter, Certified Mailing Labels (500 feet), &amp; Radius Map          Lobbyist Registration (filing &amp; payment with City Clerk's Office)          Letter of Consent (to process Application on behalf of Applicant)          Legal Description on word format</p>	<p>Previously Approved Entitlements (Ordinances/Resolutions)</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 &amp; 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 (Clearly identify NET and GROSS acreages)  
 Waiver of Plat Survey (Chap. 25)

*\*\*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](mailto:planning@homesteadfl.gov) to schedule an appointment for a complete application package submittal.