



CITY OF HOMESTEAD
DEVELOPMENT SERVICES
PLANNING & ZONING DIVISION
100 CIVIC COURT
HOMESTEAD, FLORIDA 33030
WWW.HOMESTEADFL.GOV

PUBLIC ART INSTALLATION CHECKLIST

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

Hearing (Nonrefundable): <u>\$650.00</u>	Cost Recovery: <u>\$5,000.00</u>
---	---

REVIEW PROCESS

Development Review Committee (DRC), and City Council (CC) hearing 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) Previously Approved Entitlements Project Schedule & Cost Timeline (30-47) Public Art Program Artist's Narrative/Portfolio Appraiser Report for the Proposed Artwork	Articles of Incorporation Legal Description on Word Letter of Intent (signed/notarized) Letter of Consent (signed by property owner/notarized) Lobbyist Registration Property Deed / Lease Agreement	<p>Prior to Public Hearing: Affidavit Letter for courtesy notices and property posting (signed/notarized) Certified Mailing Labels Public Hearing – 500 feet Property Posting (10 days prior to public hearing)</p>
---	---	--

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

Architectural Site Plan Boundary Survey Elevations, Floor Plans, & Color Renderings + Dimensions for the proposed artwork	Landscaping Plan* If Applicable	Lighting Plan* If Applicable
--	--	-------------------------------------

***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.