



COMMUNITY DEVELOPMENT DEPARTMENT
1225 MAIN STREET ■ SEBASTIAN, FLORIDA 32958
TELEPHONE (772) 589-5518 ■ www.cityofsebastian.org

DEVELOPMENT REVIEW APPLICATION

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|---|---|
| ☐ Accessory Structure Reviewed by P\Z | ☐ Conditional Use Permit (Commercial) |
| ☐ Administrative Variance (Fence or Septic System) | ☐ Conditional Use Permit (Model Homes) |
| ☐ Easement (Abandonment) | ☐ Board of Adjustment (Appeal) |
| ☐ Special Use Permit\Special Exception | ☐ Board of Adjustment (Variance) |

Project Name:	Total Site Area:	Acres\SF
Parcel ID:		
Address of Site:		
Proposed Use:	Land Use:	Zoning:
Applicant Name:		
Address:		
Telephone:	Email:	

Applicant (If not owner, written authorization (notarized) from owner is required)

Owner:		
Address:		
Telephone:	Email:	

Date Received: _____ Fee Paid: _____ Received by: _____

Surveyor:

Address:

Telephone: Email:

Engineer:

Address:

Telephone: Email:

Pre – Application Meeting Date:

DESCRIPTION OF PROPOSED PROJECT:

SIGNATURE OF APPLICANT

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with, whether specified herein or not. The granting of approval does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Print name Signature Date

Notary:

STATE OF: _____

COUNTY: _____

I hereby certify that on _____, 20____ personally appeared _____ who is ____ personally known to me or has ____ produced identification. Type of identification produced: _____.

[SEAL]

Notary Public
My Commission Expires: _____

DEVELOPMENT REVIEW APPLICATION FEE SCHEDULE\CHECKLIST

APPLICATION FEES:

\$100 Accessory Structure Reviewed by Planning & Zoning	\$250 Conditional Use Permit (Model Home)
\$100 Administrative Variance (Fence or Septic System)	\$150 Model Home Renewal (annually)
\$200 Board of Adjustment (Appeal)	\$250 Easement (Abandonment)
\$200 Board of Adjustment (Variance)	\$450 Conditional Use Permit
	\$500 Special Use Permit/Special Exception

****APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY****

DOCUMENTS SUBMITTED FOR APPLICATION REVIEW (AS APPLICABLE):

- ☐ Five (5) Sets of 24x36 plans
- ☐ Five (5) Boundary and Topographic Surveys
- ☐ Building Elevations and Floor Plans
- ☐ Warranty Deed for all owners and/or Notarized Letter of Authorization
- ☐ Electronic Copy - Complete Submittal
- ☐ Applicable Jurisdictional Permits

Additional documents may be required. View the applicable Land Development Code and Code of Ordinances for more information.

- Accessory Structures: [Sec. 54-2-7.5](#)
- Administrative Variance – Fence: [Sec. 54-2-7.7](#)
- Administrative Variance – Septic System: [Sec. 50-1.](#)
- Board of Adjustment – Appeal: [Sec. 46-35](#)
- Board of Adjustment – Variance: [Sec. 46-36](#)
- Conditional Use Permit – Commercial & Model Homes: [Sec. 54-2-6.4](#)
- Special Use Permit/Special Exception: [Sec. 54-2-3.1](#)

ADDITIONAL FEES

Should the review process be delayed by the applicant for longer than 6 months, re-submittal will be required consistent with current regulations and fees.

The applicant/owner shall have 1 year from the approval date to commence construction of all or any phase. If the site plan expires, the applicant/owner must re-apply for a new review with applicable fees. An extension may be requested for additional fees.