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**FINAL SITE PLAN  
SITE DEVELOPMENT & CONSTRUCTION APPLICATION**

**NAME OF PROJECT:** \_\_\_\_\_

**PARCEL I.D. #:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

1. **APPLICANT NAME (Print):** \_\_\_\_\_

**CONTACT PERSON (If Corporation):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE:** ( ) \_\_\_\_\_ **FAX:** ( ) \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

2. **ENGINEER OF RECORD:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE:** ( ) \_\_\_\_\_ **FAX:** ( ) \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

3. **Legal Description of the specific property covered by this application (if lengthy, please attach extra sheets):**

4. **Total Parcel Area:** \_\_\_\_\_ **Total Development Area:** \_\_\_\_\_

**Number of Buildings:** \_\_\_\_\_ **Gross Floor Area:** \_\_\_\_\_ **Floor Area Ratio:** \_\_\_\_\_

**Number of Stories:** \_\_\_\_\_ **Height:** \_\_\_\_\_ **Area in Wetlands:** \_\_\_\_\_

**Area of Stormwater Facilities:** \_\_\_\_\_ **Impervious Surface Area:** \_\_\_\_\_

**Parking & Driveway Area Paved:** \_\_\_\_\_ **Unpaved Parking Area:** \_\_\_\_\_

**Number of Parking Spaces:** \_\_\_\_\_ **Number of Handicapped Spaces:** \_\_\_\_\_

5. **NFIP# 12039C-** \_\_\_\_\_ **Flood Zone:** \_\_\_\_\_

6. a. \_\_\_\_\_ Two copies of this and all applications with fees on schedule provided at the bottom of this application.

b. \_\_\_\_\_ 5 **Folded** 24" by 36" Final Site Plan & Construction Plans (signed & sealed) showing vicinity map, legal description, and phasing, plus one copy of the plan set on an 11" x 17" sheet and **a .pdf via E-mail or disc.** Plans to address the requirements of the Gadsden County Land Development Code including Sub. 5207. Final Site Plan Requirements and the Gadsden County Stormwater Policies and Procedures Manual. (See [www.gadscdencountyfl.gov](http://www.gadscdencountyfl.gov) for land development regulations.)

c. \_\_\_\_\_ Certificate of Title that may be satisfied by a copy of the recorded deed, title insurance policy or similar document which adequately certifies ownership & bears a specific legal description of the property consistent with legal descriptions provided on the application & survey (Subsection 7103).

d. \_\_\_\_\_ Indication of FEMA Flood Zones/special flood hazard designation and location on plans.

- e. \_\_\_\_\_ A copy of a boundary survey with legal description signed and sealed by a Florida Licensed Surveyor.
- f. \_\_\_\_\_ Two (2) copies of an Environmental Impact Assessment per County Land Development Code Section 5400, Subsection 5401 B. 24, if applicable.
- g. \_\_\_\_\_ A copy of a Tree Survey, showing protected trees (20" dbh or greater). Plans shall address tree protection pursuant to Sub. 5405.B.
- h. \_\_\_\_\_ A surface soils survey and/or subsurface soil boring results (Sub. 7103.E).
- i. \_\_\_\_\_ The completed Concurrency Review Application, as applicable (attached).
- j. \_\_\_\_\_ A completed driveway permit, as applicable. (FDOT permit if accessing state roadway.)
- k. \_\_\_\_\_ A completed tree/clearing permit, as applicable.
- l. \_\_\_\_\_ A completed erosion and sediment control permit, as applicable.
- m. \_\_\_\_\_ Two (2) complete construction sets, including the following listed items, to be forwarded to Stormwater Engineer) by the County.
  - a. 2 Signed/sealed copies of calculations.
  - b. 2 Signed/sealed copies of construction plans (included in the 6 copies above.)
  - c. Signed/sealed drainage map.
  - d. Signed/sealed geotechnical/geologic-soils report.
  - e. NFWFMD FAC 62-341 Permit application or exception provided.
- n. \_\_\_\_\_ Copies of submittals or approvals from outside (non-county) agencies and/or previously approved site plans, if applicable (e.g. FDOT connection permit, NFWFMD, etc.).

\_\_\_\_\_ I AM THE OWNER,

\_\_\_\_\_ I AM THE LEGAL REPRESENTATIVE OF THE OWNER (Attach Authorization to Represent) of the property described which is the subject matter of this application. I declare that I have read this application and all sketches and data and matter attached to and made a part of this application are honest and true to the best of my knowledge and belief. I understand that by signing this document, I am giving the County or agent thereof the authority to duplicate, disseminate, and reproduce any and all items submitted as part of this request, whether copyrighted or not. I acknowledge that I am aware that submittal of signed/sealed as-built plans will be submitted prior to requesting a certificate of occupancy.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_ 20, by \_\_\_\_\_ who is personally known to me, or has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

SEAL

\_\_\_\_\_  
Print Name, Notary, State of FL

\_\_\_\_\_  
Signature of Notary

FEES:

Final Plan Review fees, as applicable:

Projects Up to \$99,999	\$500.00
Projects \$100,000 and over	\$750.00
Concurrency Fee*	\$110.00
Erosion & Sediment Control Permit*	\$100.00
Tree/Clearing Permit Application*	\$100.00
Engineering As-Built Fee	\$120.00
Stormwater Review Fee*	\$300.00
Driveway Permit	\$35.00

## GADSDEN COUNTY CONSTRUCTION PLAN COVER SHEET

THE RIGHT PORTION OF THE CONSTRUCTION PLAN COVER SHEET SHALL BE RESERVED FOR THE FOLLOWING INFORMATION AND DATA:

1. **Your title block, Revision Date, Seal, Contact info., etc.**
  2. Signature block (Title, Parcel ID #, Signature line for Planning & Community Development Director & County Stormwater Engineer, Dates)
  3. Erosion & Sedimentation Control requirements of County Code Subsections 6306 and 5401.B.
  4. Gadsden County specification reference notes as applicable:
    - a. "WATER DISTRIBUTION SYSTEM CONSTRUCTION SHALL COMPLY WITH THE LATEST TECHNICAL PROVISIONS FOR CONSTRUCTION OF WATER DISTRIBUTION SYSTEM ISSUED BY THE SERVICE PROVIDER"
    - b. "SANITARY SEWER SYSTEM CONSTRUCTION SHALL COMPLY WITH THE LATEST TECHNICAL PROVISIONS FOR CONSTRUCTION OF SANITARY SEWER SYSTEM ISSUED BY THE SERVICE PROVIDER"
    - c. "SANITARY SEWER LIFT STATION CONSTRUCTION SHALL COMPLY WITH THE LATEST TECHNICAL PROVISIONS FOR CONSTRUCTION OF SANITARY SEWER LIFT STATION ISSUED BY THE SERVICE PROVIDER"
    - d. "SOLID WASTE PICK-UP SHALL BE PROVIDED THROUGH THE COUNTY'S SOLID WASTE PROVIDER UNLESS A SPECIFIC EXEMPTION IS GRANTED."
- USE THE DATE AS SHOWN ON FRONT PAGE OF SPECIFICATION THAT IS BEING REFERENCED.

<b>GADSDEN COUNTY</b>	
<b>FINAL SITE PLAN - SITE DEVELOPMENT &amp; CONSTRUCTION PLAN APPROVAL</b>	
SITE PLAN FILE NO. <u>SP-_____</u>	
TAX PARCEL ID # _____	
 _____	 _____
Planning Official or Designee	Date
 _____	 _____
County Engineer	Date

	<b>PRE-CONSTRUCTION PLAN REVIEW REQUIREMENTS</b>
<i>DATE RCVD</i>	<b>Final Site Plan &amp; Construction Plan Application Checklist</b>
	Constr. Plan Review Appl. w/Plan Review fee. Projects up to \$99,999 = \$500; Projects \$100,000 and over = \$750.00) (Stormwater Engineer Fee \$300) (check made out to Gadsden County BOCC) (Site work plus construction estimate)*
	Project Name, Parcel Identification #
	Certified Boundary, Topo & Tree Survey - (with overlay of proposed improvements shown)
	Vicinity Maps & Legal Descriptions
	Concurrency Application Package. With fee (\$110.00) if submitted separately from this application or if previously submitted.* If previously submitted provide copy.
	Stormwater Calculations submitted to the County Engineer. Stormwater Permit Application w/ \$300.00 fee (subsequent review fee is \$300.00, if necessary).*
	Stormwater Maintenance Agreement, if applicable
	Erosion & Sedimentation Control Permit Application (\$100.00)*
	Tree Permit Application \$100.00 (if applicable –trees on the site)*
	Signed & Notarized “Affidavit of Ownership” or “Authorization to Represent”
	Certified Water System Analysis for Fire Flow (Gadsden County Fire Chief’s. criteria: 20 psi residual pressure; 10 fps velocity; 6 hr. duration) (see specifications from providers)
	Estimated Cost of Overall Site Improvements (Itemized)
	County Driveway permit, if applicable (\$35.00)
	County Engineer As-built Inspection fee (\$120.00)
	Utility Agreement From Utility Provider
	FDOT Util. Permit Application to Operate.& Maintain, if applicable
	Application FDOT Driveway Connection and/or Drainage Permit, if applicable
	Preconstruction Conference required. Contact Construction Compliance Officer 545-4185.

**\*All fees listed above may be submitted on one check made payable to the Gadsden County Board of County Commissioners (BOCC). The Concurrency fee, Erosion & Sediment Control Permit fee, the Tree Permit fee, the Inspection fee and the Stormwater Management Review fee are to be paid in addition the Construction Plan fee, unless previously paid.**

## GADSDEN COUNTY ESTIMATED COST OF OVERALL SITE IMPROVEMENTS

COUNTY PROJECT NO.: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PARCEL ID#: \_\_\_\_\_

PREPARED BY: \_\_\_\_\_ PHONE: ( ) \_\_\_\_\_

LABOR AND MATERIALS			
GENERAL CATEGORY	QUANTITY/UNITS	UNIT COST	TOTAL

TOTAL \$ \_\_\_\_\_

SEAL:  
\_\_\_\_\_  
Engineer or Certified Contractor Signature

\_\_\_\_\_  
Date

**GADSDEN COUNTY**  
**CERTIFIED DEDICATED IMPROVEMENT COST ESTIMATE**

(Use additional pages as necessary)\*

COUNTY PROJECT NO. \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

ESTIMATOR SHALL PROVIDE DETAILED LINE ITEM BREAKDOWNS OF ALL SYSTEMS DEDICATED.

**LABOR AND MATERIALS:**

Improvement Category	Material Description	Quantity/ Unit	Unit Price	Totals
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**UTILITIES AND IMPROVEMENTS:**

**TOTAL AMOUNTS**

Water System (include: valves, laterals, hydrants and bends) [BILL of SALE to UTILITY PROVIDER] \_\_\_\_\_

Sewer System (include: laterals and manholes) [BILL of SALE to UTILITY PROVIDER] \_\_\_\_\_

Roads (include: subgrade, base, asphalt & C & G) \_\_\_\_\_

Road Drainage (include: curb inlets, french drain and piping to retention) \_\_\_\_\_

Re-Use (include all appurtenances) \_\_\_\_\_

GRAND TOTAL: \$ \_\_\_\_\_

Dedicated Roads: \_\_\_\_\_  
 Total Length: \_\_\_\_\_  
 Total Width: \_\_\_\_\_

\_\_\_\_\_  
 Engineer or Certified Contractor Signature & Seal

\_\_\_\_\_  
 Date

**\*Indicate where not applicable (NA).**

**GADSDEN COUNTY  
STORMWATER PERMIT AND CERTIFICATION**

County Project #: \_\_\_\_\_ Date Received: \_\_\_\_\_

**INCLUDE THIS COMPLETED DOCUMENT WITH THE STORMWATER CALCULATIONS & PLANS TO BE REVIEWED BY THE COUNTY ENGINEER.**

Project Name: \_\_\_\_\_

Parcel I.D. #: \_\_\_\_\_ Acreage of site: \_\_\_\_\_

Owner/Developer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax #: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax #: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Project Area/Acreage: \_\_\_\_\_ Total Parcel Acreage: \_\_\_\_\_

Pre- Development Impervious Area: \_\_\_\_\_ Post- Development Impervious Area: \_\_\_\_\_

**No underground or aboveground construction of any facility or building shall commence on site in question without the County Engineer's approval.**

I hereby certify that the above-mentioned plans are in substantial compliance with the Gadsden County Stormwater Policies and Procedures Manual.

Design Engineer \_\_\_\_\_ SEAL:

P.E. Number: \_\_\_\_\_

Corporation: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

County Engineer's Stormwater Permit approval:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_