City of Springfield, FL
1121 Transmitter Rd.
Panama City, FL 32401
850-872-7570 / /850-872-7663 Fax
www.springfieldfl.net

Application for Development
Level II and III

Date Received: _____ Received by: _____

Applicant Information:

Applicant Name: _____ Phone: _____

Applicant Address: _____

Name and address of property owner if different from applicant:

_____

Authorized Agent/Contractor if different from owner:

Company Name and address:_____

Agent/Company Phone Number:_____ Email:_____

Contractor's License Number:

_____

Site Information:

A COPY OF THE PROPERTY DEED WITH LEGAL DESCRIPTION MUST BE INCLUDED.

Address of site to be developed: _____

Current use of site: _____

Size of site: _____ _____ _____

Perimeter Measurements | Square Footage | Acreage

Perimeter Streets:

North: _____ South: _____

East: _____ West: _____

Intersecting Streets:

North: _____ South: _____

East: _____ West: _____

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PROPER SITE PLANS SHOWING ALL SETBACKS MUST BE ATTACHED TO THIS APPLICATION.

LDR Section 3-4.9 (7) Individual lot setback requirements are Front: 25 feet; Side: 10 feet; Rear and/or Secondary Street: 15 feet from property lines.

I CERTIFY THAT I UNDERSTAND THE PROVISIONS OF THIS PERMIT REQUEST AND THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND ACCURATE. I UNDERSTAND THAT FAILURE TO COMPLY WITH THE REQUIREMENTS OF THE CITY OF SPRINGFIELD COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS OR ANY OTHER APPLICABLE CODE MAY SUBJECT THE PERMIT TO MODIFICATIONS, WITHDRAWAL OR CANCELLATION. I UNDERSTAND THIS PERMIT IS NOT TRANSFERABLE AND IS INVALID AFTER ONE HUNDRED EIGHTY (180) DAYS OF DEVELOPMENT INACTIVITY UNLESS SUCH INACTIVITY OR DELAY HAS BEEN SPECIFICALLY APPROVED BY THE CITY OF SPRINGFIELD IN WRITING. I UNDERSTAND THIS DEVELOPMENT MAY REQUIRE AN ERP/CGP PERMIT. I WILL PROVIDE THE CITY OF SPRINGFIELD WITH APPROPRIATE COPIES OF ALL PERMITS AND AUTHORIZATIONS REQUIRED BY OTHER LOCAL, STATE OR FEDERAL AGENCIES PRIOR TO COMMENCEMENT OF DEVELOPMENT ACTIVITIES. ANY TRANSFER OR OWNERSHIP OF THIS DEVELOPMENT PROJECT SHALL RENDER THIS PERMIT INVALID UNLESS THE CITY OF SPRINGFIELD IS PROPERLY NOTIFIED OF THE OWNERSHIP TRANSFER AND THE SPRINGFIELD CITY COMMISSION HAS REVIEWED AND APPROVED AN APPLICATION FOR DEVELOPMENT REQUEST FROM THE NEW OWNER TO CONTINUE THE DEVELOPMENT. ANY UNAUTHORIZED MODIFICATIONS OF ANY PAPERWORK OR DOCUMENTATION INVOLVED IN THE APPLICATION AND ACQUIREMENT OF THIS PERMIT SHALL RENDER THIS PERMIT INVALD.

_____

SIGNATURE OF APPLICANT / AUTHORIZED AGENT

City of Springfield, FL
1121 Transmitter Rd.
Springfield, FL 32401
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Application for Development
Level II and III

STAFF FINDINGS:

_____ **Level II, Small Scale:** **Residential development involving five (5) acres of land or less and a density of four (4) dwelling units per acre or less or involves other development, singularly or in combination with residential development, of three (3) acres of land.**

__☐__ **Level III, Large Scale:** **Residential development involving more than five (5) acres of land and a density of more than five (5) dwelling units per acre, or involves other development, singularly or in combination with residential development, of more than three (3) acres of land.**

SITE DESIGNATED LAND USE MAP DISTRICT: _____

ADJACENT PARCELS DESIGNATED FUTURE LAND USE:

NORTH PARCEL: _____ **SOUTH PARCEL:** _____

EAST PARCEL: _____ **WEST PARCEL:** _____

LAND USE COMPATIBILITY MEETS DEVELOPMENT REGULATIONS: YES __☐__ **NO** _____

SITE UTILITIES: __☐__ **City Water** __☐__ **City Sewer**
__☐__ **Private Well** __☐__ **Septic System**

SITE ENVIRONMENTAL PROTECTION:

FLOOD ZONE: _____ **TYPE ELEVATION:** _____

WETLANDS: _____ **PROTECTED TREES:** _____ **WILDLIFE HABITAT:** _____

DEP: _____ **ARMY CORP:** _____ **CLOMR/FEMA:** _____

CITY DEVELOPMENT ORDER CHECKLIST (Signed): YES __☐__ **NO** _____

OTHER REQUIRED PERMITS:
__☐__ **Dredge & Fill** __☐__ **Stormwater** __☐__ **Vehicular Connection**
__☐__ **Water Well** __☐__ **Septic System** __☐__ **ERP** __☐__ **CGP**

CITY OF SPRINGFIELD

1121 Transmitter Rd.
Springfield, Florida 32401
(850) 872-7570 * (850) 872-7663 fax
www.springfieldfl.gov

Development Order Checklist

This development checklist is being provided for use as a guide for developers and may not cover all aspects of each type of development. Compliance with the City of Springfield Comprehensive Planning (COMP Plan) and Land Development Regulation Code (LDR) will be required for all development within the City of Springfield.

Project Name: _____
Owners Name: _____
Telephone Number: _____

Development Level ☐ Level 2 - Small Scale (developments of 3 acres or less)
☐ Level 3 - Large Scale (developments greater than 3 acres)

Land Use: RLD___ MU___ GC___ See section 3-5.5 through 3-5.8 of the LDR for allowable uses.
IND___ REC___ CON___
PI___

PERFORMANCE STANDARDS:

LDR SECTION 3-5.7	YES	NO	N/A	
	____	____	____	Will there be excessive noise? Noise level not to exceed: 60dBA from 7:00am – 10:00 pm and 55dBA from 10:00am – 7:00 am
	____	____	____	Will there be excessive illumination or glare upon residential property
	____	____	____	Will electric and/or magnetic fields adversely affect public?
	____	____	____	Will there be emission of toxic or noxious matter?
	____	____	____	Will there be offensive odor?

	____	____	____	Will smoke be emitted from the property? Requirements
	____	____	____	Will there be offensive or unsightly appearance when view from adjacent property?

DEVEPLOPMENT PLANS:

LDR Section	YES	NO	N/A		
2-4.4	____	____	____	Utility easements shown and dimensioned	
2-4.4	____	____	____	Typical street or pavement cross section shown and dimensioned	
2-4.4	____	____	____	Proposed demolition or renovations shown	
2-4.4	____	____	____	Plans certified by professional land surveyor, landscape architect, architect or engineer.	
2-4.4	____	____	____	Adjacent land uses shown	
3-5.6	____	____	____	Compliance with density requirements (See Attachment 1)	_____ Density Requirements
3-5.7 (a)	____	____	____	Minimum 5' buffer provided between residential and non-residential property	
3-5.7 (a)	____	____	____	Visual screen or barrier (i.e. shrubs, trees, fence) is provided between parking/ vehicular use areas and any residential property	_____ Type of barrier Provided
3-10.8	____	____	____	Parking (See Attachment 2)	_____ No. of Spaces Required
					_____ No. of Spaces Provided
3-10.8	____	____	____	Parking space (9'x 20') shown and dimensioned	
3-10.8	____	____	____	Handicapped space (10'x 20') shown and dimensioned	_____ No. of Spaces Provided
3-7.10	____	____	____	Location, size and type of existing trees	

GRADING AND DRAINAGE PLANS:

LDR Section	YES	NO	N/A	
3-6	____	____	____	Existing and proposed topographic contours (may require contour interval less than 1')
	____	____	____	Existing and proposed drainage facilities
	____	____	____	Existing and proposed storm water treatment facilities
	____	____	____	Easements for drainage (ditch + 15' on one side, 20'MIN.)
	____	____	____	Location of outfall ditch and right- of -way
	____	____	____	Finished grade of road and ditches

UTILITY PLANS:

LDR Section	YES	NO	N/A	
3-8				**Water**
	____	____	____	Water lines are designed and shown in accordance with City's standards
	____	____	____	An approved FDEP water permit is included with submittal
	____	____	____	Water lines provide for domestic use as well as fire protection
	____	____	____	Water tap locations are shown
	____	____	____	Crossing of existing paved streets are by bore and jack method
				Sewer
	____	____	____	Sewer lines are designed and shown in accordance with City's standards
	____	____	____	An approval FDEP sewer permit is included with submittal
	____	____	____	If a septic tank is to be installed, provide all required State Board of Health Permits, plans and calculations
	____	____	____	Sewer tap locations are shown
3-4.9	____	____	____	Crossing of existing paved streets are by bore and jack method

LANDSCAPING

LDR	YES	NO	N/A	
2-4.4 (2)(b)(ix)				
	____	____	____	Landscaping shown plans with plant type and spacing identified

EROSION AND SEDIMENT CONTROL PLAN

LDR	YES	NO	N/A	
3-7.6				
	____	____	____	Calculations of maximum runoff based on the 25-year critical duration event
	____	____	____	A description of and specifications for sediment retention devices
	____	____	____	A description of and specifications for surface runoff and erosion control devices
	____	____	____	A description of vegetative measures
	____	____	____	A map or drawing showing the locations of the items listed above

STORMWATER DESIGN

LDR	YES	NO	N/A	
3-6	____	____	____	Design shall be based on the 25-year Critical Duration Event NOTE: POST DEVELOPMENT RUNNOFF SHALL NOT EXCEED PREDEVELOPMENT RUNOFF (25 YEAR CRITICAL DURATION EVENT)

Site (property) area	_____ Area (sf)	
Drainage area (s)	_____ Area (sf)	_____ Area (sf)
Predevelopment runoff coefficient(s)	_____ Pre 'C'	_____ Pre 'C'
Post development runoff coefficient(s)	_____ Post 'C'	_____ Post 'C'
Predevelopment runoff rate	_____	_____

					Flow (CFS)	Flow (CFS)
	____	____	____	Approved FDEP CGP, Storm water permit included with submittal		
	____	____	____	Approved FDEP ERP Stormwater Permit included with submittal		
	____	____	____	Approval FDOT or Bay County, drainage permit is included with submittal		
3-9	____	____	____	Storm water treatment is provided for the first one (1) inch of rainfall or for one- half (1/2) inch of runoff		

TRAFFIC CIRCULATION AND PARKING

LDR	YES	NO	N/A	
3-10				
	____	____	____	Provide FDOT or county driveway, access point entrances or exits or other vehicular connection permit
	____	____	____	Are parking area and access connection complaint with technical construction standards?
	____	____	____	Compliance with location and spacing of access point requirements
	____	____	____	Compliance with bicycle and pedestrian ways requirements
3-10.8	____	____	____	Parking area surfaced with hard, dustless material

ENVIROMENTAL PROTECTION

LDR	YES	NO	N/A	
3-7				
	____	____	____	Does proposed development involve impacts to land or shoreline along Martin Lake?
	____	____	____	Does proposed development area contain any endangered or threatened species as specified in the "Official Lists of Endangered and Potentially Endangered Fauna and Flora in Florida" published by the Florida Game and Fresh Water Commission? (City may require an analysis)
	____	____	____	Does proposed development contain or involve impacts to FDEP/U.S. Army Corp. of Engineers jurisdictional wetlands?
	____	____	____	Compliance with all environmental protection regulations (including NPDES) **See Level Three (3) – Large Scale Development Requirements**

____ ____ ____ An Approved FDEP, and U.S. Army Corps of Engineers wetland permit

____ ____ ____ If mitigation is required, provide an approved FDEP, and U.S. Army Corps of Engineers wetland mitigation plan

____ ____ ____ Approved FDEP CGP, Storm water permit included with submittal

____ ____ ____ Approved FDEP ERP Stormwater Permit included with submittal

____ ____ ____ Approval FDOT, drainage permit is included with submittal

FLOOD DAMAGE PROTECTION

LDR	YES	NO	N/A	
3-7.8 & ORD 599	____	____	____	FEMA FIRM MAP _____ _____ Designated Flood Zone _____ Flood Elevation _____ Floor Elevation
	____	____	____	Is work to be performed in a Regulatory Floodway? If so, provide CLOMR application, plan for 0.00 Elevation Calculations and H&H Study. NOTE: A City Engineer review is required.)

PROTECTED TREES

LDR	YES	NO	N/A	
3-7.10				
	____	____	____	Compliance with protected trees and tree removal requirements

The following trees shall not be removed unless provisions of the City of Springfield LDR, regarding the removal protected trees have been met.

3’ AND GREATER TREES TO BE REMOVED

____ ____ ____ Flowering Dogwood
____ ____ ____ Weeping Willow

15’ AND GREATER TREES TO BE REMOVED

____ ____ ____ American Holly
____ ____ ____ Black Cherry
____ ____ ____ Cypress
____ ____ ____ Dahoon Holly

____	____	____	Hickory
____	____	____	Magnolia
____	____	____	Maple
____	____	____	Oak
____	____	____	Pecan
____	____	____	Sweetgum
____	____	____	Sycamore
____	____	____	Tupelo

PROPOSED SIGNS

LDR 4	YES	NO	N/A	
	____	____	____	Compliance with sign requirements or exemptions provided
	____	____	____	Provide completed application for permit
	____	____	____	Provide constructed plans

OTHER REQUIRED PERMITS

LDR 2-5.3	YES	NO	N/A	
	____	____	____	Has developer obtained all other applicable permits required by law?
	____	____	____	FDOT driveway permit or FDOT exemption
	____	____	____	Bay Co. driveway permit

THE DEVELOPER IS REQUIRED TO OBTAIN ALL OTHER JURISDICTIONAL PERMITS. PERMITS SHALL NOT BE PERMITTED FOR CONTINUED WORK WHEN A NOTICE OF VIOLATION OR POTENTIAL VIOLATION OCCURS UNTIL SUCH TIME AS THE DEVELOPMENT HAS COMPLIED AND THE NOTICE OF VIOLATION HAS BEEN SATISFIED. A STOP WORK ORDER WILL BE ISSUED FOR ANY DEVELOPMENT REGARDLESS OF SIZE OR SCOPE THAT PERFORMS WORK WITHOUT A PERMIT.

I have read and understand the statement above.

Applicant Signature :_____