



**CITY OF WINTER PARK
APPLICATION FOR SITE PLAN REVIEW**

FEE PAID
ck # _____
amt. \$ _____
date _____

SPR# _____

General Instructions: To request approval of a site plan, complete this application and submit it to the Planning Department along with the \$125 application fee for residential or \$250 application fee for commercial or multi-family and all additional information necessary for the public hearing before the Planning and Zoning Board. For Lakefront, Canalfront or Streamfront lots please see submittal checklist. **Please submit one (1) electronic copy and one (1) paper copy (11" by 17") of the required documents with this application. Digital copies may be submitted via flash drive, CD-ROM, etc. or through the wpccloud.** Please contact the Planning Department for instructions to upload to the wpccloud.

I. APPLICANT

OWNER

Name _____
Address _____
Phone _____
Email Address _____

Is the property under contract for purchase or lease? Yes No

If the applicant is NOT the owner, attach a copy of the purchase or lease contract or option on the property, or a letter signed by the owner of record authorizing the applicant to act as agent for the owner. This information is requested to establish the legal status of the applicant and will be held in confidence, except as the information pertains to the zoning application.

Is the contract for purchase or lease contingent upon this approval? Yes No

II. PROPERTY

Street Address: _____

Zoning Classification: _____ Comprehensive Plan Future Land Use Designation: _____

PARCEL # _____ (same as tax ID number of Orange County property tax records)

Legal Description: Provide complete and accurate legal description below including Plat Book and Page Number OR attach a copy of the legal description to this application.

Property is on: Septic Sewer Name of Lake, canal or stream _____

III. SITE PLAN REVIEW REQUESTED The applicant requests a Site Plan Review for:

IV. CERTIFICATION

I certify that, to the best of my knowledge and belief, all information supplied with this application is true and accurate, and that I am:

- a. the owner of the property described herein
- b. a party to an agreement for purchase or lease of this property
- c. an agent for the owner or purchaser/lessee of this property

If applicable, it is understood and agreed that approval of this application by the Planning and Zoning Board is contingent upon the recording of restrictive covenants designing the terms and conditions of an approval. These restrictive covenants will be executed by the owner of the property and recorded by the City of Winter Park. Said owner will be responsible for all fees associated with the recording of this document.

SIGNATURE _____ DATE _____