

Development Services Department  
1515 NW 167<sup>th</sup> Street, Bldg.5, Suite 200  
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**Office Use Only**

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

Process No. \_\_\_\_\_

## DEVELOPMENT REVIEW COMMITTEE APPLICATION

### **APPLICANT INFORMATION:**

APPLICANT'S MAILING ADDRESS, TELEPHONE NUMBER:

Name of Applicant:

Mailing Address:

City:

State:

Zip:

Phone#:

E-mail:

### **OWNER INFORMATION:**

OWNER'S NAME, MAILING ADDRESS, TELEPHONE NUMBER:

Owner's Name (Provide name of ALL owners):

Mailing Address:

City:

State:

Zip:

Phone#:

E-mail:

### **DULY APPOINTED AGENT INFORMATION:**

CONTACT PERSON, MAILING ADDRESS, TELEPHONE NUMBER:

Contact Name:

Company:

Mailing Address:

City:

State:

Zip:

Phone#:

E-mail:

### **PROJECT INFORMATION:**

1. PROJECT NAME:

2. LIST FOLIO NUMBER OF ALL PARCELS:

3. ADDRESS OR LOCATION OF PROPERTY:

(for location, provide general location i.e. NE corner of, etc.)

**SUBMITTAL CHECKLIST**

The following items must be submitted with this application:

<b>Required</b>	<b>Provided</b>	<b>Description</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Application</b> – <u>completely</u> filled out and properly executed. (Folio numbers are mandatory).
<input type="checkbox"/>	<input type="checkbox"/>	<b>Letter of Intent</b> - signed by the applicant, listing what is being requested, and reasons why applicant feels the request should be approved.
<input type="checkbox"/>	<input type="checkbox"/>	<b>PDF files</b> of all plans, survey, renderings must be submitted in electronic format
<input type="checkbox"/>	<input type="checkbox"/>	<b>Other</b> – other information pertinent to evaluating the request
<input type="checkbox"/>	<input type="checkbox"/>	<b>Fees</b> – Pay fees

**FEE SCHEDULE**

<b>Description</b>	<b>Fee</b>	<b>Applicable</b>
Mp29 DRC Pre-application Conference Review Fee	\$2,197.00	<input type="text"/>
z330 Other Miscellaneous – Minor per sec.34-45 C(11)	\$384.00	<input type="text"/>
z331 Other Miscellaneous – Major per sec. 34-45 C(11)	\$2,304.00	<input type="text"/>
Total		<input type="text"/>
15% surcharge		<input type="text"/>
<b>Grand Total</b>		<input type="text"/>

*NOTE: Please make all checks payable to 'City of Miami Gardens' / Cash, Credit or Debit accepted*