

**CITY OF TARPON SPRINGS, FLORIDA  
Conceptual Development Plan Application**

Return to:  
Planning & Zoning Division  
324 E. Pine Street  
Tarpon Springs, FL 34689  
(727) 942-5611

(Please type or print clearly)

**Property Owner(s)**

Name		Email	
Address			
City	State	Zip	
Phone	Fax	Cellular	

**Applicant**

Name		Email	
Address			
City	State	Zip	
Phone	Fax	Cellular	

**Agent (if applicable)**

Name		Email	
Address			
City	State	Zip	
Phone	Fax	Cellular	

**General Information**

Project Name
Property Location or Address
Legal Description (attach additional sheets as necessary)
Tax Parcel Number(s)

**Existing Land Use & Zoning Information**

Present Designations of Property		Proposed Designations for Property	
Land Use Category	Zoning District	Land Use Category	Zoning District
Land Use Plan Amendment Required? <input type="checkbox"/> YES <input type="checkbox"/> NO		If yes, Countywide Plan Amendment Required? <input type="checkbox"/> YES <input type="checkbox"/> NO	

**Site Acreage:**

Upland \_\_\_\_\_ Wetland \_\_\_\_\_ Submerged \_\_\_\_\_ TOTAL \_\_\_\_\_

**Flood Information:** [please check all that apply]

Zone X                       Zone X Shaded                       Zone AE                       Zone VE

**Base Flood Elevation(BFE):** [please list all elevations] \_\_\_\_\_

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NOTE: Pursuant to Section 80.00 of the Land Development Code the applicant shall submit 5 copies of a Conceptual Development Plan for administrative review by the Technical Review Committee (TRC). The purpose of this review is to identify major concerns and the need for additional support data. Within 7 working days following the completion of the TRC review, the Planning and Zoning Division shall send a letter to the applicant summarizing the major points of the TRC review. The applicant may then submit for Preliminary Development Plan review.

**Proposed Land Use Information:**

**Residential Planned Development**

Total No. of Units \_\_\_\_\_

Single Family:

\_\_\_\_\_ Detached                      \_\_\_\_\_ Zero Lot Line                      \_\_\_\_\_ Attached  
 \_\_\_\_\_ Cluster                      \_\_\_\_\_ Semi-Detached

Multi-Family:

\_\_\_\_\_ Triplex                      \_\_\_\_\_ Townhome                      \_\_\_\_\_ Other  
 \_\_\_\_\_ Apartment                      \_\_\_\_\_ Condominium

**Non-Residential Planned Development**

Total Non-Residential Floor Area \_\_\_\_\_

\_\_\_\_\_ Commercial                      \_\_\_\_\_ Industrial                      \_\_\_\_\_ Office  
 \_\_\_\_\_ Institutional                      \_\_\_\_\_ Mixed Use                      \_\_\_\_\_ Other

**The following MUST be furnished with this application: [incomplete applications will not be accepted]**

- Completed application form
- \$250.00 application fee
- Proof of ownership (warranty deed, title certification, etc.)
- Completed application for Certificate of Concurrence
- Five (5) complete sets of plans – Conceptual Development Plans shall consist of the following minimum information:
  1. Accurate survey of boundary and existing conditions including but not limited to easements, streets, buildings, land uses, historic sites, zoning, wetlands, watercourses, utilities, general topographic contours, rights-of-way, and existing zoning and land uses for all contiguous properties.
  2. Title of the project.
  3. Total site acreage:
    - a. Upland acreage.
    - b. Submerged acreage.
  4. Date, scale (1" = 60 or larger), north arrow, legend, location map.
  5. Master plan showing the locations and acreage of general land uses including dwelling unit types, general types of nonresidential uses, open spaces, recreational facilities, and other proposed uses.
  6. Circulation plan showing locations and types of all access points and major internal streets.
  7. Gross residential density of each unit type and overall gross residential density.
  8. Floor area for nonresidential uses by use type and total.
  9. Proposed development phasing.
  10. An aerial photograph at a scale of 1" = 200 or larger.
- Mailing labels for public notices and applicable postage charges. (City staff will prepare the labels and calculate postage charges when a complete application is submitted.)

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**AFFIDAVIT**

I (we), the undersigned, certify ownership of the property within this application, that said ownership has been fully divulged, whether such ownership by contingent or absolute, and that the name of all parties to an existing contract for sale or any options are filed with this application.

I (we) certify that \_\_\_\_\_ is (are) duly designated as the agent(s) for the owner, that the agent(s) is (are) authorized to provide subject matter on the application contained herein, whether verbal or written, and appear at any public hearing(s) involving this petition.

I (we) assent to the City's Comprehensive Plan as it applies to the property. Further, it is understood that this application must be complete and accurate and the appropriate fee paid prior to processing.

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

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

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

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

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

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

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

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

**STATE OF FLORIDA**            )

**COUNTY OF PINELLAS**        )

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

NOTARY PUBLIC

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

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

Stamp: