

ENVIRONMENTAL MANAGEMENT PERMIT APPLICATION

For Limited Partition, 1 into 2 "ASAP", & Family Heir 2.1.9 Subdivisions + Additional Dwelling Units

Applicant Submittal Checklist*

- ___ 1. The \$720 application fee paid at time of submittal.
- ___ 2. The application form is complete with all blanks filled in or marked "N/A" as not applicable.
- ___ 3. Project statement or narrative expressing the intent and scope of the proposed project. This may be a single page document, part of a report or part of the site plan.
- ___ 4. A location map provided on the plans or attached as a separate document.
- ___ 5. Legal Description of existing parent parcel(s).
- ___ 6. Verify permit submittal is consistent with the Site Plan application (submitted separately)
 - ___ Each proposed lot contains at least 0.5 acres of buildable area outside of environmental constraints
 - ___ Preservation Areas are delineated for identified protected environmental features (ref. approved NFI)
 - ___ All proposed lots are adjacent to Public ROW or served by Access & Utility Easements
 - ___ Pass thru drainage easements are provided as necessary consistent with LDC Sec. 10-4.304.
- ___ 7. Conservation Easement OR Environmental Features Preservation Affidavit (ref. approved NFI):
 - ___ For 1 into 2 "ASAP", Family Heir 2.1.9 Subdivisions and Additional Dwelling Units, an Environmental Features Preservation Affidavit including Exhibits "A" and "B" is required to protect on-site environmental features. A draft may be submitted with the initial application. The final approved affidavit must be recorded and the OR BK/PG identified on the approved Site Plan.
 - OR
 - ___ For Limited Partition Subdivisions a Conservation Easement including associated Exhibits is required to protect on-site environmental features. A draft may be submitted with the initial application. The final easement must be approved by the Leon County Board of County Commissioners and then recorded. The OR BK/PG of the easement shall be identified on the approved Site Plan.

Please be advised the following items shall be addressed prior to Site Plan approval:

- The Final approved Site Plan shall reference this permit number (LEM#-?).
- All Common Infrastructure must be constructed and as-builts approved
- Operating permit(s) and Operation & Maintenance Plan approved for common Stormwater Facilities
- Declaration of Covenants or drainage easements placed over common Stormwater Facility areas

Signature of owner or designated agent preparing this checklist:

(Print Name)

(Signature)

* A reviewer will contact the applicant if any additional information is needed.
Staff Review Period = 10 Working Days

