



# PDP Amendment Application

Department of Planning & Community Development  
 101 Old Main Street, Bradenton, FL 34205  
 Ph: (941) 932-9400  
[www.cityofbradenton.com](http://www.cityofbradenton.com)

**CONTACT INFORMATION** (REQUIRED)

Name of Property Owner: \_\_\_\_\_

Owner Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name of Agent: \_\_\_\_\_

Agent Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Owner/Agent Email: \_\_\_\_\_

**PROPERTY INFORMATION** (REQUIRED)

Property Address: \_\_\_\_\_

PDP Name: \_\_\_\_\_ Acreage: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Future Land Use: \_\_\_\_\_  
\*click to view [Zoning map](#) \*click to view [FLU map](#)

Ward #: \_\_\_\_\_ Neighborhood #: \_\_\_\_\_  
\*click to view [Ward map](#) \*click to view [Neighborhoods map](#)

**PDP** (REQUIRED)

Indicate Type of PDP Amendment Requested: Major  Minor

**MATERIALS FOR REVIEW** (REQUIRED)

*Before submitting an application to the City of Bradenton, please check with the Planning & Community Development Department to verify all essential information for review is present. Incomplete applications will delay the review process.*

► **PDP Major Amendment**

- PDP Major Amendment Review Fee: \$1,670+\$20/acre
- Notarized Agent Authorization Form, if applicable
- Project Narrative/Justification (include original PDP Project Number)
- Findings of Fact/Review Criteria (see page 2 for PDP Major Amendment Review Criteria)
- Thirty (30) folded copies of PDP Major Amendment Site Plan (see page 3 for PDP Major Amendment Site Plan requirements) requirements)
- Concurrency Review Application (see page 5 for Concurrency Review requirements)
- One (1) electronic copy in pdf format of Application and all required support materials

► **PDP Minor Amendment**

- PDP Major Amendment Review Fee: \$500.
- Notarized Agent Authorization Form, if applicable
- Project Narrative describing scope of amendment (include original PDP Project Number)
- Four (4) folded copies of PDP Minor Amendment Site Plan (see page 3 for Minor Amendment Site Plan Requirements) and One (1) electronic copy of Annexation Application and all required materials in PDF format
- Community Impact Report (CIR). (See Page 4 for CIR Requirements)

**SIGNATURE** (REQUIRED)

*The owner of this property and/or the undersigned agree to conform to all applicable laws of City of Bradenton and to all applicable Federal, State, and County laws.*

Signature of Owner/Applicant \_\_\_\_\_ Date \_\_\_\_\_

**CITY STAFF ONLY** (REQUIRED)

Application Fees: Fee Required: **\$1,670+\$20/acre** (Major Amendment)  
**\$500** (Minor Amendment)  
 FEE COLLECTED: \$ \_\_\_\_\_ RECEIPT #: \_\_\_\_\_

Application Sufficiency: Sufficient:   
 Incomplete:  APPLICATION #: \_\_\_\_\_

CITY COUNCIL: \_\_\_\_\_

PLANNING COMMISSION: \_\_\_\_\_

DRC: \_\_\_\_\_

REVIEW DATES - TO BE COMPLETED BY CITY STAFF



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A **Major Amendment** to an approved PDP requires the resubmission of a Preliminary PDP Plan for review by the Development Review Committee (DRC) and Planning Commission, and re-approval by the City Council as for the original project. The PCD Director shall find the amendment to be a Major Amendment if any of the following criteria is applicable:

MAJOR AMENDMENT ELIGIBILITY

1. Floor area (excluding recreational facilities) is increased 20 percent or more.
2. The amendment is in conflict with any of the stipulations of the original approval or commitment made by the applicant during the public hearing process for the original approval.
3. An accessory structure is proposed which is not consistent with Section 5.0.
4. The amendment reduces buffer area or landscaping materials as most recently approved.
5. The amendment involves the construction or significant alteration of public facilities.
6. The amendment significantly increases the impact on public facilities requiring concurrency review.
7. The amendment otherwise alters the project in a manner which the PCD Director finds to be significant.
8. The conditions of the original approval have not been met, or the project is in violation of any City codes.
9. Traffic circulation or access points are significantly altered.

## **PDP MAJOR AMENDMENT REVIEW CRITERIA:**

Certain design and service standards are required for all PDPs regardless of the underlying primary use. While flexibility in these requirements may be granted, such flexibility should be mitigated with enhanced standards applied to other aspects of the proposed PDP.

Prepare detailed written responses, using factual statements (called Findings of Fact) to explain how the requested PDP Major Amendment complies with each of the General and Specific review criteria, as applicable:

MAJOR AMENDMENT REVIEW CRITERIA

### GENERAL STANDARDS (all land use types)

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| A. Parking and Vehicular Access | E. Contributions to Public Facilities |
| B. Streets                      | F. Protection of Resources            |
| C. Drainage and Utilities       | G. Recycling Dumpster Pad             |
| D. Concurrency                  | H. Sidewalks                          |

### SPECIFIC STANDARDS (Residential)

- |                    |                                 |
|--------------------|---------------------------------|
| A. Density         | E. Building Setbacks            |
| B. Open Space      | F. Buffers                      |
| C. Recreation Area | G. Accessory Structures         |
| D. Parking         | H. Neighborhood Activity Center |

### SPECIFIC STANDARDS (Professional, Commercial, Industrial)

- |                      |                         |
|----------------------|-------------------------|
| A. Intensity         | D. Permitted Uses       |
| B. Open Space        | E. Buffers              |
| C. Building Setbacks | F. Accessory Structures |

REQUIRED



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### **PDP AMENDMENT SITE PLAN REQUIREMENTS: FOR MAJOR AND MINOR AMENDMENTS**

- A. The PDP Site Plan shall be 24" x 36" and shall be drawn at a scale of one inch equals 100 feet or larger, with the following information clearly indicated:
- B. North arrow, graphic scale, and locator inset
- C. Name of project, names and addresses of owner(s), engineer, planner, and agent, as applicable
- D. Legal description with reference points used for determining the point of beginning, and project boundary lines with bearings and distances
- E. Data table showing the following for each use and phase separately, as well as, for the overall PDP
- F. Acreage:
  1. Total number of units and individual type calculations, including square footage and density per acre
  2. Typical building characteristics including dimensions, height, and number of stories
  3. Total acreage/square footage of building footprints
  4. Total acreage/square footage of paved areas
  5. Streets and parking
  6. Total acreage/square footage of retention ponds or other water
  7. Total acreage/square footage of open and green space broken down into their separate components (buffers, wooded and wetland areas, fairways, large landscaped areas, etc.)
  8. Total acreage/square footage of conservation area
  9. Total acreage/square footage of recreation area
- G. Parking area with arrangement, number of parking spaces and aisle widths, broken down by area which they serve
- H. Boundary lines, bearings and distances for any parcel divisions or phases
- I. Contours, existing and proposed, at not greater than 2-foot intervals
- J. Easements, existing and proposed, and their locations, widths, bearings and distances
- K. Sidewalks, streets and rights-of-way existing and proposed, on and adjacent to the project and their names, locations, widths, bearings and distances
- L. Wetlands, waterways and water bodies on and adjacent to the project
- M. Utilities, existing and proposed, on and adjacent to the project
- N. Names and locations of adjacent property owners
- O. Dumpster and recycling pad locations and screening method
- P. Building envelopes with dimensions and distances from water bodies, adjacent buildings and rights-of-way
- Q. Acreage/square footage calculations for proposed open space/green areas, recreation areas, paved areas, open water and stormwater retention areas
- R. Proposed recreation areas, showing dimensions of any proposed building or facilities
- S. Proposed buffers, walls or other features
- T. Statement of proposed mechanism for maintaining common areas and a statement assuring perpetual ownership of common areas
- U. Tree Survey [Note: may be shown on separate sheet. May be waived by the PCD Director.]
- V. Statement regarding proposed development on contiguous land under same ownership that is not proposed for approval as part of the application
- W. A detailed rendering of a typical building
- X. A Landscape Plan that indicates all existing and proposed sewer, water, and electrical lines in order to prevent planting of trees in piped easements.

PDP AMENDMENT SITE PLAN REQUIREMENTS

REQUIRED



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### **COMMUNITY IMPACT REPORT: REQUIRED FOR PDP MAJOR AMENDMENTS ONLY:**

Where required by the Land Use Regulations, a Community Impact Report (CIR), or a partial CIR shall be submitted as part of an application. Depending upon the specific circumstances of an applicant's proposal, as determined by the PCD Director, a CIR may include any or all of the following studies:

- A. *Visual Impact Analysis*
- B. *Land Use Assessment*
- C. *Traffic Study*
- D. *Environmental Impact Assessment*
- E. *Area Impact Assessment*
- F. *Hurricane Evacuation Analysis*

COMMUNITY IMPACT REPORT

REQUIRED



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**CONCURRENCY REVIEW WORKSHEET: REQUIRED FOR PDP MAJOR AMENDMENTS ONLY:**

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

Location (address): \_\_\_\_\_

Engineer of Record: \_\_\_\_\_

Type of Development: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Acreage above 2-foot contour line: \_\_\_\_\_

**Impervious Areas (specify acres or square footage):**

Building Coverage: \_\_\_\_\_

Paved Areas (include walkways): \_\_\_\_\_

**Pervious Areas:**

Open \_\_\_\_\_ Space: \_\_\_\_\_

Retention: \_\_\_\_\_

Other \_\_\_\_\_ (specify): \_\_\_\_\_

Total \_\_\_\_\_ Recreation \_\_\_\_\_ Area: \_\_\_\_\_

Rec. area less bldgs. & playcourts: \_\_\_\_\_

**Density/Intensity:**

Units per acre: \_\_\_\_\_ Non-residential square footage: \_\_\_\_\_

Projected Average Vehicle Trips per Day: \_\_\_\_\_

Projected Volume (GPD) of Water Consumption: \_\_\_\_\_

Projected (GPD) Wastewater Flow: \_\_\_\_\_

Type of Irrigation: \_\_\_\_\_

Projected GPD of potable water: \_\_\_\_\_

**Projected Solid Waste (tons per year):**

Landfill: \_\_\_\_\_

Recyclable: \_\_\_\_\_

Paper: \_\_\_\_\_

Glass: \_\_\_\_\_

Aluminum: \_\_\_\_\_

Cardboard: \_\_\_\_\_

**Drainage (by volume):**

Retained on site: \_\_\_\_\_ Treated: \_\_\_\_\_

School Facilities (to be approved by Manatee County School District): \_\_\_\_\_

Permits Required from Other Agencies and Their Status: \_\_\_\_\_

CONCURRENCY REVIEW WORKSHEET

REQUIRED

