



Planned Development Project Application

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

CONTACT INFORMATION

Name of Property Owner: _____

Owner Address: _____ Telephone: _____

Name of Agent: _____

Agent Address: _____ Telephone: _____

Owner/Agent Email: _____

REQUIRED

PROPERTY INFORMATION

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](#)

REQUIRED

PDP

Indicate Type of PDP requested: Preliminary Final

REQUIRED

MATERIALS FOR REVIEW

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. Include one (1) electronic copy (pdf) of the Application and all support materials.

- ▶ **Preliminary PDP Application**
 - Preliminary PDP Fee: 2 acres or less - \$1,319+\$20/acre. 2 acres or more - \$1,820+\$20/acre.
 - Notarized Agent Authorization Form, if applicable
 - Project Narrative/Justification
 - Findings of Fact/Review Criteria (see page 2 for Preliminary PDP Review Criteria)
 - Thirty (30) folded copies of Preliminary PDP Site Plan (see page 3 for Preliminary PDP Site Plan requirements)
 - Community Impact Report (CIR)(see page 5 for CIR requirements)
 - Concurrency Review Worksheet (see page 6 for Concurrency Review requirements)
- ▶ **Final PDP Application**
 - Final PDP Review Fee: \$500
 - Notarized Agent Authorization Form, if applicable
 - Letter of Request
 - Four (4) folded copies of Final PDP Site Plan (see page 4 for Final PDP Site Plan requirements)

REQUIRED

SIGNATURE

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

 Signature of Owner/Applicant Date

REQUIRED

CITY STAFF ONLY

Application Fees:
 Fee Required: **\$1,319+\$20/acre** (Pre PDP: 2 acres or less)
 \$1,820+\$20/acre (Pre PDP: 2 acres or more)
 \$500 (Final PDP)

FEE COLLECTED: \$ _____

RECEIPT #: _____

Application Sufficiency:
 Sufficient:
 Incomplete: _____

APPLICATION #: _____

CITY STAFF ONLY

CITY COUNCIL: _____

PLANNING COMMISSION: _____

DRC: _____

REVIEW DATES – TO BE COMPLETED BY CITY STAFF



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The Planned Development Project (PDP) standards are geared to allowing developers maximum flexibility in designing higher quality, more innovative projects that might not otherwise be permitted through the Land Use Regulations. Preservation of environmentally-sensitive lands, creation of green space, and innovative design is highly encouraged.

PDP review and approval is required for:

- A. Any project or new construction in a PDP District, unless the new construction is considered a minor amendment to a previously approved PDP site plan.
- B. Any project involving more than 200 linear feet of land below the 2-foot contour line.
- C. A subdivision that does not meet the subdivision requirements of the Land Use Regulation.
- D. To be eligible for PDP consideration, the proposed development should:
 1. Be at least one acre in total area, unless the PCD Director has determined that a smaller property could provide a beneficial contribution to the City or surrounding neighborhood. More than one lot of record may be proposed as part of a PDP, including non-contiguous lots of record within the same Comprehensive Plan Neighborhood, subject to PCD approval.
 2. Generally exceed the standards contained in the LURs, and not merely circumvent them. The applicant agrees that additional standards may be required as part of the approval process. Any PDP proposing a reduction of required standards must include findings provided by the applicant for justifying the reductions.
 3. Be reviewed by the Development Review Committee (DRC) as part of a Pre-Application meeting, to discuss the concept of the proposed development and the procedural requirements of the Land Use Regulations. The applicant must provide a conceptual site plan showing the subject property, its relationship to the surrounding properties, and the general development scheme.

PDP ELIGIBILITY

PRELIMINARY PDP 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 Preliminary PDP complies with each of the General and Specific review criteria, as applicable:

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

PRELIMINARY PDP REVIEW CRITERIA



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PRELIMINARY PDP SITE PLAN REQUIREMENTS:

- 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.

PRELIMINARY PDP SITE PLAN REQUIREMENTS

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FINAL PDP SITE PLAN REQUIREMENTS

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The Final PDP Site Plan shall be drawn at the same scale as the approved Preliminary PDP plan. All sheets shall be 24 inches by 36 inches. In addition, digital files showing all lot lines, easements, and rights-of-way, shall be submitted in a pdf and dwg format. The following information shall be shown:

- A. The final plan shall show all of the items required for the preliminary plan and shall reflect any changes made by the City Council approval of the preliminary plan. In addition, the stipulations of the City Council approval shall be listed on the plan.
- B. Any public facilities to be dedicated shall be shown on a separate sheet which shall be in a form suitable for recording with the Clerk of the Circuit Court. A Certificate of Approval for recording, suitable to be signed by the City Clerk, shall be included to indicate that the facilities have been accepted by City Council. The plan shall show the following certifications:
 1. Certification of title showing that the applicant is the owner of the property.
 2. Certification by a registered surveyor, on plat, as to the accuracy of survey and plan.
 3. Certification by the Director of Public Works that the developer has complied with one of the following alternatives:
 - a) All of the required improvements have been installed in accordance with the regulations for such projects and other provisions of these LURs and with the action of the commission, board or governing body, as applicable, giving conditional approval of the preliminary development plat, or
 - b) A surety bond or certified check has been posted with the governing body in sufficient amount to assure completion of all such required improvements.
 4. Certification by the PCD Director that the plan is in compliance with the approved Preliminary PDP Plan and that a reservation of capacity in public facilities has been made.

REQUIRED

FINAL PDP PROCEDURES

FINAL PDP APPLICATION PROCEDURES:

Following the approval of the Site Improvement/Construction plans, the application for Final PDP Site Plan approval shall include, at minimum, the following:

1. A completed application form and fees.
2. The Final PDP Site Plan showing required information as listed above.
3. The Final PDP Site Plan shall be reviewed by the Development Review Committee for completeness and adherence to the approved preliminary site plan and any City Council conditions of approval.
4. If a bond or other security is to be posted for public improvements, such document shall be submitted to the Director of Public Works and the City Clerk for their approval. Approval by the Director of Public Works of as-built plans for all public facilities to be dedicated shall be required prior to acceptance of dedications by City Council. Following City Council acceptance, the dedication shall be recorded with the Clerk of the Circuit Court by the City Clerk.
5. Following the dedication of, or posting of a bond or other security for all public improvements, and upon finding that the Final PDP Site Plan is complete and in compliance with the approved Preliminary PDP site plan, the PCD Director shall approve the Final PDP Site Plan and notify the applicant that development permits may be applied for. Approval by the PCD Director shall include a reservation of capacity for public facilities. A mylar copy of the approved Final PDP Site Plan shall be filed with the PCD Director as a permanent record.
6. Approval of the final site plan, including the reservation of capacity of public facilities, shall expire in one year unless Building Permits have been issued for construction of structures or public improvements have been completed.



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COMMUNITY IMPACT REPORT: REQUIRED FOR PRELIMINARY PDP APPLICATIONS 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

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CONCURRENCY REVIEW WORKSHEET: REQUIRED FOR PRELIMINARY PDP APPLICATIONS 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):

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



Agent Authorization Form

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PLANNING & ZONING AGENT AUTHORIZATION FORM

Property Address: _____

I, _____, the registered property owner(s) of the above noted property, do hereby authorize

to act on my behalf and take all actions necessary for the processing, issuance and acceptance of this permit or certification and any and all standards and conditions applicable.

STATE OF FLORIDA, MANATEE COUNTY

The Foregoing instrument was acknowledged before me this _____ day of _____,

produced _____ respectively, as

as identification and who did (did not) take an oath:

_____, Notary Public

Print Name

State of Florida

My Commission Expires: _____