



Special Area Plan 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: _____

SAP 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

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.

► **SAP APPLICATION**

- SAP Fee: \$1,319+\$20/acre.
- Notarized Agent Authorization Form, if applicable
- Project Narrative/Justification
- Findings of Fact/Review Criteria (see page 2 for SAP Review Criteria)
- Community Impact Report (CIR)(see page 2 for CIR requirements)
- Thirty (30) folded copies of SAP Site Plan (see page 3 for SAP site plan requirements)
- Concurrency Review Worksheet (see page 4 for Concurrency Review requirements)
- One (1) electronic copy in pdf format of Application and all required support materials**

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

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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SAP REVIEW CRITERIA:

Certain design and service standards are required for SAPs 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 SAP.

Prepare detailed written responses, using factual statements (called Findings of Fact) to explain how the requested Preliminary SAP 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 |

SAP REVIEW CRITERIA

REQUIRED

COMMUNITY IMPACT REPORT:

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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SAP SITE PLAN REQUIREMENTS:

The SAP 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:

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

SAP SITE PLAN REQUIREMENTS

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CONCURENCY REVIEW WORKSHEET:

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: _____

CONCURENCY 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.

AGENT AUTHORIZATION

REQUIRED

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: _____

NOTARY

REQUIRED