



**MASTER PLAN / SITE PLAN, ELEVATION, AND LANDSCAPE PLAN
SUBMITTAL CHECKLIST**

REVIEW COMMITTEE: (14 sets)

Predevelopment Meeting _____ Date _____

Development Review Application _____

Fee Calculation Form (1 original) and Fee _____

Verification of ownership _____

Signed & Sealed Survey _____

Plat (if applicable) _____

Master Plan (if applicable) _____

Site Plan, Elevations, and Landscape Plan including:

site plan _____

site data information _____

parking information _____

floor plan _____

elevations _____

landscape plan _____

landscape details _____

water/sewer/utility plan _____

paving/drainage plan _____

dumpster details _____

photometric lighting _____

light pole/fixture details _____

- **Plan size submitted shall not exceed 24" X 36" and must be submitted in collated and folded sets. Oversized, uncollated, or rolled plans will not be accepted.**



**MASTER PLAN / SITE PLAN, ELEVATION, AND LANDSCAPE PLAN
SUBMITTAL CHECKLIST**

PLANNING AND ZONING BOARD: (9 sets)

Development Review Application _____

Written response to Review Committee comments _____

Signed & Sealed Survey _____

Master Plan (if applicable) _____

Site Plan, Elevations, and Landscape Plan including:

site plan _____

site data information _____

parking information _____

floor plan _____

elevations _____

landscape plan _____

landscape details _____

water/sewer/utility plan _____

paving/drainage plan _____

dumpster details _____

photometric lighting _____

light pole/fixture details _____

Concurrency Review Form _____

Architectural Rendering _____

Broward County School Board Approval (Residential only) _____

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**MASTER PLAN / SITE PLAN, ELEVATION, AND LANDSCAPE PLAN
SUBMITTAL CHECKLIST**

CITY COUNCIL: (14 sets)

Development Review Application _____

Written response to Planning and Zoning Board comments _____

Signed & Sealed Survey _____

Master Plan (if applicable) _____

Site Plan, Elevations, and Landscape Plan including:

site plan _____

site data information _____

parking information _____

floor plan _____

elevations _____

landscape plan _____

landscape details _____

water/sewer/utility plan _____

paving/drainage plan _____

dumpster details _____

photometric lighting _____

light pole/fixture details _____

Notice to Proceed _____

- **Plan size submitted shall not exceed 24" X 36" and must be submitted in collated and folded sets. Oversized, uncollated, or rolled plans will not be accepted.**
- **For presentation before City Council, submit (2) disks containing all plans and documentation in a PDF format.**