Date	received:	
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Planning Department 324 S Berthe Avenue, Callaway, FL 32404 Phone (850) 871-1033 www.cityofcallaway.com

COMMERCIAL DEVELOPMENT ORDER APPLICATION

Α.	APPLICANT INFORMATION (Please print or type)				
1. 2.	Name of applicant: or B) Authorized agent (If the applicant is an agent, attach a signed statement from the property owner granting permission for the agent to obtain any necessary permits.)				
3.	• • • • • • • • • • • • • • • • • • • •				
4. 5. 6.	Applicant telephone: ()Email:				
7. 8.	Contact telephone: ()Email:Name of person or firm the development order is to be issued to (If not same as the applicant):				
	Address of recipient:				
9.	Review fee amount (Please attach check made payable to City of Callaway) Development Order Review \$500.00* Deviation from Site Plan \$500.00* * Plus, engineering and attorney review fees reimbursed as billed. (For a deviation from site plan, please attach a narrative citing approved development order detailing all proposed changes from approved development order.)				

B. PROJECT INFORMATION

1.	Project name:
2.	Proposed use of site (in acres):
3.	Number of buildings / sq. ft.:
4.	Proposed intensity in impervious surface ratio:
5.	Are proposed roads, easements, stormwater facilities, and/or on-site utilities to be private or
	dedicated to the city? dedicated to the city private combination (attach
	explanation)
6.	Is this project part of an existing multi-phase development? No Yes; this project is part
	of
7.	Is this project the start of a new multi-phase project? No Yes; this is a multi-phase
	project anticipated to be developed in phases. This application is for phase(s)
8.	Has the city previously issued any development orders for the subject parcel?NoYes
	If yes, what is status of current development order?
9.	Height of tallest building above grade:
10.	Is this waterfront property: No Yes
	If yes, to which waterbody is this property adjacent?
C.	DEVELOPMENT SITE INFORMATION
1.	Current use of site (in acres):
2.	Address of site:
3.	Property appraiser's parcel ID#(s)
NU	TE: Copy of deed with legal description MUST be included.
Á	
	Size of property: square feet acres
5.	. ()
	NorthSouth
	East West
n	CITE I AND LICE DECICNATIONS
U.	SITE LAND USE DESIGNATIONS
4	Future Land Line Man Designations
	Future Land Use Map Designation:
۷.	Future Land Use Map Designation of adjacent parcels:
	NorthSouth
2	East West Is subject property in an overlay(s): Yes No
ა.	is subject property in an overlay(s): Yes No If yes, please specify
1	Cubicat proporty's zoning district(s)
4.	Subject property's zoning district(s)
ხ.	Zoning districts of adjacent parcels:
	NorthSouth
	East West

E. SITE UTILITIES (Check all applicable services) 1. Water system available capacity: Demand created by proposed development: 2. Sewer system available capacity: F. TRAFFIC IMPACTS Appendix A contains information on Transportation Impact Fees. 1. HURRICANE EVACUATION -The subject property occurs in the following. Hurricane Evacuation Zone(s). Check all that apply: _____ Tropical Storm ____ Category 1 Hurricane ____ Category 2 Hurricane Category 3 Hurricane Category 4-5 Hurricane N/A G. SITE ENVIRONMENTAL INFORMATION (Check all that apply) 1. _____ Flood Zone Type: ____ ; Elevation 2. ____ Protected Trees (indicate type and size on site plan) 3. ____ Wetlands: ____FDEP ____ COE 4. ____ Shoreline Coastal Area 6. ____ Aquifer Recharge 7. ____ Wildlife Habitat An environmental assessment should be included with the application. This assessment should be prepared by a licensed environmental firm, and at a minimum should address the following: a) Hazardous materials inspection b) Wetland delineation including all wetland buffers. Any recommended mitigation should be detailed c) Characterization of the shoreline habitat and aquatic resources (shellfish, seagrass beds, etc.) d) Characterization of the upland's ecosystems and soils e) Ecosystem characterization, threatened and endangered species report, including recommended mitigation, if necessary Survey of the Florida Master Site File (administered by the Bureau of Historic Preservation. Division of Historical Resources) to determine the presence of items of historical, cultural, or archeological significance

H. REQUIRED PERMITS (Check all that apply) Dredge and Fill (____DEP ___COE) 2. FDOT (____Driveway Access Drainage Utility) Right-of-Way Use (____ Bay County ____ City of Callaway) 3. 4. Driveway (_____ Bay County ____ City of Callaway) Water Well (NWFWMD Health Dept) 5. 6. FDEP Water Distribution FDEP Wastewater Collection and Transmission 7. 8. FDEP Stormwater 9. Others (specify): CERTIFICATION OF RIGHT TO APPLY FOR DEVELOPMENT ORDER AND UNDERSTANDING OF TRANSPORTATION CONCURRENCY AND WETLANDS REQUIREMENTS I hereby certify that the information contained herein is true and correct and that I am either the true and sole owner of the subject property or am authorized to act on behalf of the true owner(s) in all regards in this matter, pursuant to proof and authorization submitted with the corresponding development application or attached hereto. I hereby represent that I have the lawful right and authority to file this application. I understand that submission of the form initiates a process and does not imply approval by the City of Callaway. I further certify that I understand that issuance of a Certificate of Concurrency will require successful completion of Development Review, and that likewise no final development order will be issued except upon successful completion of this Concurrency Review. I further understand that "Inquiry Only" Review will result in no Certificate of Concurrency being issued, and therefore no binding assurance of future capacity, and that a Concurrency Review application will be required in conjunction with the first final development order applied for on this property. I do hereby certify my understanding that a thirty (30) foot buffer is required between DEP jurisdictional wetlands, and a fifty (50) foot buffer is required between the mean high-water line of East Bay and its tributaries. I understand that all vegetation must be preserved within the 30-foot buffer with no land clearing to occur. I further understand that erosion control measures (e.g., hay bales, silt fence) must be installed at the landward edge of the wetland buffer and along any ditch or other stormwater control structure prior to any clearing on the site and maintained throughout construction including final grading. I understand that a City of Callaway Development Order does not authorize any land clearing in jurisdictional wetlands and that permits must be obtained from the Department of Environmental Protection and/or the U. S. Army Corps of Engineers for development activities in wetlands. By signing this application, the owner hereby authorizes the City of Callaway Planning Department to access the subject property to verify information contained in this application and accompanying submittal documents. Further, the person named as the Project Contact is authorized on my behalf (if applicable). Owner's or authorized agent's signature Date

(Please print or type name)



Transportation Impact Fee Schedule

ITE CODE	LAND USE TYPE (UNIT)	INFRASTRUCT URE DEMAND (Lane feet)	COSTS	CREDIT	FEE
	neolphite.	(Cano reet)			
	RESIDENTIAL: Single Family Delached (includes Mobile Homes and Manufactured				
240	Homes of Single Family Lots)				
	Multi-Family Unit	4.12 2.90	S2,933	S0	52.933
	Allached Residential	2.52	\$2,060	\$0	\$2,060
	Mobile Home Park (Per Lot)	2.32	\$1,796 \$1,530	<u>\$0</u>	\$1,795 \$1,530
210	NON-RESIDENTIAL:	2.10	31,330	S0	31,330 S0
110	Gen. Industrial per 1,000 FT	2,10	\$1,495	50	\$1,495
	Gen. Heavy Industrial per 1,000 FT ²	0.45	\$322	S0	\$322
	Industrial Park per 1,000 FT	2.10	\$1,492	S0	\$1,492
	Manufacturing per 1,000 FT?	1.15		SO	\$819
150	Warehouse/Storage per 1,000 FT ²	1.87	\$1,329	\$0	\$1,329
151	Mini-Warehouse per 1,000 FT ²	0.32	\$230	\$0	\$230
254	Assisted Living per bed	0.33	S234	SO.	5234
310	Hotel Per Room	3.19	\$2,269	\$0	\$2,269
320	Molel Per Room	2.20	\$1,564	SO	\$1,564
430	Golf Course per hole	8.37	\$5,956	\$0	\$5,956
43	7 Bowling Alley per 1,000 FT ²	7.76	\$5,521	\$0	\$5,521
44	3 Movie Theatre per 1,000 FT?	9.14	\$6,504	\$0	\$6,504
49	2 Health and Fitness Club per 1,000 FT ²	8.95	\$5,369		\$6,369
52	0 Elementary School per 1,000 FT ²	1.27	\$903	\$0	\$903
	2 Middle/Junior High per 1,000 FT2	1.81	\$1,289	\$0	\$1,289
	0 High School per 1,000 FT	1.69	\$1,205	50	\$1,205
56	0 Place of Worship per 1,000 FT?	1.20	\$852	\$0	\$852
	5 Day Care Center per 1,000 FT ²	4.09			\$2,907
	O Library per 1.000 FT ²	4.73		\$0	\$3,367
	O Hospitals per 1,000 FT ²	2.17			\$1,546
	0 Nursing Homes per 1,000 FT ²	1.26	·	}	\$898
	0 General Office per 1,000 FT ²	1.51			\$1,073
	Medical Offices per 1.000 FT'	2.96		 	\$2,109
	O Office Park per 1,000 FT²	2.39	· · · · · · · · · · · · · · · · · · ·		\$1,698
	0 Research and Development Center per 1,000 FT ² 0 Business Park per 1,000 FT ²	1.85			\$1,318
	2 Building Materials and Lumber per 1,000 FT ²	6.94			\$2,314
	3 Discount Superstore per 1,000 FT	11.83			\$4,940 \$8,419
	4 Specially Retail per 1,000 FT'	8.52			\$6,060
	15 Free-Standing Discount Store per 1,000 FT?	12.32			58.767
	16 Hardware/Paint Store per 1,000 FT*	3.94			\$2,805
	17 Nursery/Garden Center per 1,000 FT'	3.17			\$2,259
	20 Shopping Center per 1,000 FT'	6.91			\$4,917
	1 Car Sales 1,000 FT ²	6.91			\$4,914
	3 Automobile Parts Store per 1,000 FT ²	4.76			53,386
	48 Tire Store per 1,000 FT ²	1.91	·		\$1,360
	50 Supermarket per 1,000 FT ²	7.88			35,592
	51 Convenience Store per 1,000 FT*	7.64		·	\$5,439
	53 Convenience Store with Gas Pumps (per fueling position)	5.62			\$3,999
86	31 Discount Club per 1,000 FT'	11.21			\$7,978
	62 Home Improvement Store per 1,000 FT²	6.55			\$4.664
	63 Electronic Superstore per 1,000 FT ²	9.9			\$7,049
	80 Pharmacy without Drive-Through per 1,000 FT ²	6.22			\$4,425
	81 Pharmacy with Drive-Thru per 1,000 FT*	6.09			\$4,33
	90 Furniture Store per 1,000 FT?	0.78			\$550
9	11 Walk in Bank per 1,000 FT ²	10.54			\$7,49
	12 Drive-in Bank per 1,000 FT²	8.30	S5,900	· 	
	31 Quality Restaurant per 1,000 FT ²	6.2			
	32 High-Turnover Restaurant (Sit-Down) per 1,000 FT ²	7.0	2 S4,999		
9	33 Fast Food Restaurant (no-drive through) per 1,000 FT ²	12.3	6 S8,79		
9	34 Fast Food Restaurant (drive through) per 1,000 FT ²	8.5		so so	
9	36 Drinking Place per 1,000 FT'	0.9			\$66
	41 Quick Lube Shop per 1,000 FT?	0.4			
9	44 Service Station per Fueling Station	1.7	5 \$1,24	\$0	\$1,24



ENGINEER'S CERTIFICATION

I,, certify that I have reviewed and intend to comply with the City of Callaway's Land Development Regulations.				
Those item(s) not in compliance with the City of Callaway's Land Development Regulations for which I am requesting a variance or special exception for are listed below:				
	Non-Compliance Item	Relevant Code Section	Reason(s)	
1				
2				
3				
4				
5				
(Attach extra sheets if necessary) Variances will be Approved or Disapproved by the city.				
Approval	or disapproval of th	e requested varia	nces or special exception will be with the City Commission.	
I,, am fully aware of the information required to submit and request a complete development review.				
The information contained in this submitted development package is true and correct to the best of my knowledge and the package is complete, prepared with sound engineering principles, and complies with all applicable city land development regulations unless noted otherwise.				
Certified by:				
Date: Company Name and Address: Name: Title: Telephone:() P.F. Registration No.				



CITY OF CALLAWAY DEVELOPMENT MEMORANDUM OF UNDERSTANDING FOR WATER AND/OR SEWER FACILITIES

It is hei Agent d	reby understood by and between the City of Callaway and of that all developments receiving	, the Developer/Authorized
	of that all developments receiving e City will comply with the following provisions:	water and sewer services
1.	All water and sewer facilities being constructed by the developer in conjunction wi	th this project, shall be
	constructed in accordance with plans and specifications prepared and sealed by a engineer licensed to participate in the State of Florida.	registered professional
2.	All water meters and appurtenances shall be approved by the City and installed by the city. All meters shall include meter transmitting units (MTU) and towers as deternecessary to provide a fixed network meter read system.	y the developer at no cost to ermined by the City to be
3.	Water and sewer facilities being constructed by the developer for which the City was maintenance and operation responsibilities shall be constructed in accordance with Development Regulations and other applicable ordinances.	rill be requested to assume h the City's Land
4.	It shall be the developer's responsibility to properly secure all applicable Local, Copermits to construct these facilities, including the payment of all associated fees.	ounty, State, and Federal
5.	It shall be the developer's responsibly to ensure compliance with all applicable law conditions during construction.	s, regulations, and permit
6.	Water service for construction purposes only may be permitted by the city upon spother above ground connection. The developer will be responsible for payment of	pecific metered fire hydrant or water consumption
7.	The developer shall ensure that no potable water service will be provided through A. All bacteriological and pressure testing has been completed. B. The system has been approved for use by the Department of Environment C. As-built plans have been received by the city.	these facilities until:
	D. All required submittals have been received (i.e., pump station valves, hydronic E. All applicable fees are paid in full.	rants, meters, etc.)
8.	The developer assumes full responsibility for payment of all enforcement action fe costs, or similar expenses imposed against the city by the Department of Environr settlement arising from such an enforcement action in any way or in any part caus and for legal and/or professional fees incurred by the city in defending or addressi action.	nental Protection or any ed by or related to this project
9.	No public utility service shall be provided to the development until all the above co and approved by the city. It is the developer's responsibility to call for inspections advanced.	nditions are met, inspected, as required 48 hours in
epts full	on below, the developer is certifying that he/she has read and understands the provi I responsibility for compliance therewith. If signed by agent or anyone other than ow authorizing the person to sign.	isions outlined herein and ner/developer, please provide

Date

Signature

Company (Print)

Authorized Agent (Print)

COMMERCIAL DEVELOPMENT ORDER CHECKLIST

The following items <u>must</u> be submitted with application packet.

1.	Application checklist			
2.	Development order application (Please note: if applicant is an authorized agent, attach a signed statement from the property owner(s) granting permission for the agent to obtain any necessary permits.)			
3.	Development order review fee (\$500)			
4.	Copy of	deed		
5.	Drainag	e calculations		
6.	Plans (5	copies)		
	a)	Aerial		
	b)	Survey/tree survey (Showing all existing topography, man made features and easements)		
	c)	Landscape plan (Showing open spaces and buffers)		
	d)	External public/private lighting		
	e)	Site plan (Must include location and arrangement of all proposed and existing buildings and structures, including floor area, square footage, height, setbacks, building separation, and parking requirements)		
	f)	Erosion and sedimentation control/waste control plan and clearing plan		
	g)	Site grading/drainage plan		
	h)	Utility plans		
	i)	Plan and profiles		
	j)	Construction details		
	k)	Signage (If a multi-tenant commercial project)		
7.	Rendering(s) of Building(s)			
8.	Transportation Impact Fee Info			

9.		lurisdictional permits Attach copies of each application applied for)		
	a)	FDEP/NWFWMD Stormwater Permit		
	b)	FDEP Wastewater Permit	***************************************	
	c)	FDEP Water Main Ext. Permit		
	d)	NPDES Environmental Resource Permit	***************************************	
	e)	NPDES Construction Generic Permit		
	f)	FDOT Driveway Connection		
	g)	FDOT Drainage Connection		
	h)	Bay County Access/Drainage	***************************************	
	i)	Other:	PROPERTY AND ADDRESS OF THE PROPERTY A	

^{*} Application review will not begin until all the above items have been submitted to the Planning Department.