



# Town of St. Leo

P.O. Box 2479, 34544 County Road 52

Saint Leo, Florida 33574

Phone: 352-588-2622

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TownClerk@TownofStLeo.org

www.TownofStLeo.org

## Planned Unit Development Review Application

DATE SUBMITTED \_\_\_\_\_

All applications are to be filled out completely and correctly. The applicant, by filing this application, agrees to comply with all requirements of the Town of St. Leo Land Development Code (LDC). If variances are requested, a public hearing will be scheduled and conducted pursuant to quasi-judicial proceedings. No revisions to the application request will be processed later than 14 days prior to the scheduled Town Commission meeting. It is necessary for the applicant or applicant's representative to be present at the meeting.

IT IS INCUMBANT UPON THE APPLICANT TO SUBMIT CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE OR INCORRECT INFORMATION MAY INVALIDATE THE APPROVAL.

Applicant (title holder[s]) \_\_\_\_\_

Applicant's Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Representative (Affidavit of Authorization /Ownership is required) \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Architect/Engineer/Planner/ Contractor \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Date Property Title Obtained \_\_\_\_\_ Parcel # \_\_\_\_\_

Legal Description\* \_\_\_\_\_

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

Request \* \_\_\_\_\_

\*Please attach if lengthy

**SUBMITTAL REQUIREMENTS:** Two sets of the application, narrative, and proposed PUD plans/building elevations are to be submitted. If trees are proposed to be removed, a tree survey may be required if deemed applicable by LDC Article XII Landscape Buffering and Tree Protection.

**FEE:** The applicant will be billed a \$50.00 application fee and for the actual expenses related to the Town of St. Leo's Attorney, Planning Consultant and other Town of St. Leo staff review of the application. This may include, but is not limited to: cost of public notices, time spent reviewing the application for completeness, site inspection(s), preparing a report to the Town Commission, telephone conversations and/or written correspondence to the applicant and others, attending any meetings with the applicant and attending public hearings. The Town Commission may request an advanced partial payment based on an estimate of the Planning Consultant and Attorney fees and expenses.

Signature of Title Holder(s)/Owner(s) \_\_\_\_\_

Date \$50.00 Application Fee Paid \_\_\_\_\_