



City of Hialeah Gardens

Application for Development Technical Review Committee

10001 N.W. 87th Avenue, Hialeah Gardens, FL 33016
Phone (305) 558-3862, (305) 558-4114 Fax (305) 698-7236

Date _____

1. Applicant: _____

2. Applicant Mailing Address: _____
Telephone: Business () _____ Fax () _____
Cellular () _____ E-mail _____

3. Property Owner: _____

4. Property Owner Mailing Address: _____
Telephone: Business () _____ Fax () _____
Cellular () _____ E-mail _____

5. Address of the proposed project: _____

6. Folio # _____

7. Purpose for T.R.C. (Please Specify): _____

8. All Applicants must submit the following items with this application:

a. 7 Copies of a current signed and sealed survey which is less than 6 months old

b. 7 Copies of the Site Plan (signed and sealed)

The following exhibits shall be submitted with the site plan:

- Location map.
- Scale at one inch equaling 20 feet or 30 feet.
- Lot lines and setbacks.
- Shape, size location, height of existing and proposed building, walls and entrances.
- Off-street parking, location, setbacks and size of the parking spaces (9'x 19').
- Provide zoning legend on site plan (See attached example of zoning legend)

c. Floor Plan (7 Copies)

d. Proof of ownership or warranty deed.

e. Applicants are required to schedule a pre-application conference/concept review with Zoning Department staff in order to avoid conflict, waste and expense if a concept plan needs to be changed.

f. Liquor Survey (7 copies) of 2,500 feet from a church or place of religious worship or school and 1,500 feet from a place of business having an existing, un-abandoned, legally established alcoholic beverage use that permits consumption.

9. Processing fee \$750.00 (non-refundable).

A copy of this application should be included with each folded package that is submitted.

Signature of Applicant

Date

Printed Name of Applicant

Signature of Property Owner

Date

Printed Name of Property Owner