

CITY OF LYNN HAVEN, FLORIDA  
RESIDENTIAL DEVELOPMENT CHECKLIST  
(INCLUDE WITH FORM A)

Residential development including individual single family dwellings, duplexes, triplexes and quadraplexes.

- / / Six (6) complete sets of plans are submitted with this application. (11"X17") plans with scale of one inch (1") equaling one hundred feet (100') are acceptable for minor development.)
  
- / / A scaled site plan showing setback requirements, roads and pertinent orientation information is submitted conforming to the Lynn Haven Code.
  
- / / "As Built" Elevation Form is submitted with this application (check and complete form available from the Building Inspection Department only if property is in "A" or "V" zones on Federal Emergency Management (FEMA) Maps of the City of Lynn Haven.)
  
- / / Certified Copy of "NOTICE OF COMMENCEMENT" shall be filed with the Clerk of the Circuit Court after receipt of building permit and before inspection of completed construction.
  
- / / I request that this application, complete with development plan, be considered for (please check):
  - A. Preliminary review / /
  - B. Preliminary and final review / /
  - C. Single final review / /

/ / Plans submitted for review contain information required by the following checked items:

/ / I request assistance from the City of Lynn Haven as follows: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
APPLICANT / AGENT

My Comm. Expires:

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1. / / Any land rendered unusable for development purposes by deed restrictions or other legally enforceable covenants or limitations.
2. / / All water courses, water bodies, floodplains, wetlands, important natural features, wildlife areas, soil types and vegetative cover on or adjacent to the site.
3. / / The location of environmentally sensitive lands designated pursuant to Article 11 of the Code, if any.
4. / / The location and intensity or density of the proposed development.
5. / / A general parking and circulation plan.
6. / / Points of ingress and egress and any planned public or private roads, rights-of-way, pedestrian ways, bicycle paths or transportation facilities.
7. / / The existing and proposed stormwater management systems on the site and proposed linkage, if any, with existing or planned public stormwater management systems.
8. / / Proposed location and sizing of potable water and wastewater facilities to serve the proposed development.
9. / / Proposed open space areas on the development site and types of activities proposed to be permitted on such open space areas.
10. / / Lands to be dedicated or transferred to a public or private entity and the purposes for which the lands will be held and used.
11. / / A description of how the plan mitigates or avoids potential conflicts between land uses.
12. / / Architectural elevations of all buildings sufficient to convey the basic architectural intent of the proposed improvements.
13. / / A soils map of the site.

14. / / A recent aerial photograph encompassing the project area and identifying the project area and total land areas. The scale shall be no smaller than 1" equals 800 feet.
15. / / A map of vegetative cover including the location and identity, by common name, of all protected trees.
16. / / A topographic map of the site clearly showing the location, identification and elevation of bench marks, including at least one bench mark for each major water control structure.
17. / / A map showing the locations of any soil borings or percolation tests as may be required by the City Manager of his designee.
18. / / The location of any underground or over head utilities, culverts and drains on the property and within 100 feet of the proposed development boundary.
19. / / The 100-year flood elevation boundaries.
20. / / Area and percentage of total site to be covered by impervious surface(s).
21. / / Grading plans specifically including perimeter grading.
22. / / Construction phase lines.
23. / / Building plans showing the location, dimensions, gross floor area and proposed use of buildings.
24. / / Building setback distances from property lines, abutting rights-of-way and all adjacent buildings and structures.
25. / / Minimum floor elevations of buildings within the 100 year floodplain, if any.
26. / / The location, dimensions, type, composition and intended use of all ancillary structures.
27. / / The location and specifications of any proposed garbage dumpsters.

28. / / Cross sections and specifications of all proposed pavement.
29. / / Typical and special roadway and drain sections and summaries of quantities.
30. / / Information sufficient to determine compliance with the landscape and Tree Protection Regulations of the Lynn Haven Code.
31. / / The location, accompanied by all necessary drawings, construction plans, wiring plans, etc., of all proposed signs.
32. / / The proposed number, minimum area and location of lots, if the development involves a subdivision of land.
33. / / All lots shall be numbered either by progressive numbers or in blocks progressively numbered or lettered except that blocks in numbered editions bearing the same name may be numbered consecutively throughout several editions.
34. / / All interior excluded parcels shall be indicated and labeled accordingly.
35. / / All contiguous property shall be identified by development title, plat book and page, or if the land is unplatted it shall be so designated.
36. / / Total number and type of residential units categorized according to number of bedrooms. The total number of residential units per gross acre shall be given.
37. / / Location of on-site wells, if any, and wells within 200 feet of any property line, if any.
38. / / Restrictions pertaining to the type and use of existing or proposed improvements, water ways, open spaces, buffer strips and the like shall require the establishment of restrictive covenants shall be submitted with the final development plan for recordation.
39. / / If the development includes private streets, ownership and maintenance association, document

shall be submitted with the final development plan and the dedication contained on the development plan shall clearly indicate the roads and maintenance responsibility to the association without recourse to the City or any other public agency.

40. / / If the development is to be phased for any reason, a master plan for the entire project shall be submitted with the development plan for the first phase or phases for which approval is sought. In addition, a schedule indicating approximate development phasing, including the sequence for each phase shall be included.
41. / / The manner in which historic and archeological sites on or near the site will be protected.