



PLANNING AND ZONING DIVISION

CITY OF RIVIERA BEACH

DEVELOPMENT SERVICES DEPARTMENT | 600 WEST BLUE HERON BLVD.
RIVIERA BEACH FL, 33404 | MAIN: (561) 845-4060 | FAX: (561) 845-4038

DATE: ___/___/_____

Received By: _____

Site Plan Application Submittal Required Documents and Plans

No. of Copies	Description
<input type="checkbox"/>	6 Signed Uniform Land Use Applications (Agent Authorization & Consent)
<input type="checkbox"/>	6 Project Narratives / Justification Statement
<input type="checkbox"/>	6 Warranty Deeds
<input type="checkbox"/>	6 Site Plan & Regulating Plan (Additional details)
<input type="checkbox"/>	6 Architectural (Building elevations, floor plans, etc.)
<input type="checkbox"/>	6 Landscape Plan
<input type="checkbox"/>	6 Survey
<input type="checkbox"/>	6 Plat
<input type="checkbox"/>	6 Legal Description (Word format)
<input type="checkbox"/>	6 Civil (Utility, paving and drainage plans, etc.)
<input type="checkbox"/>	6 Drainage Statement
<input type="checkbox"/>	6 Lighting Photometric Plan
<input type="checkbox"/>	6 Traffic Statement or Study (Provided by Palm Beach County)
<input type="checkbox"/>	6 Concurrency Statement
<input type="checkbox"/>	1 CD (All Items provided in hard copies must be itemized in the disc in PDF and titled as appropriate)
<input type="checkbox"/>	1 Application fee to be consistent with the Land Development Fee Schedule.

*** Please be Advised:** All documents shall be signed and sealed by a professional (Architectural, Landscape, Lighting/Photometric Plans, Drainage, Traffic Statement or Study and Survey/Plat). Documents are required to be consistent with one another. Your submittal must consist of six (6) separate sets (hard copies) of each (*folded separately*). All plans and elevations shall be limited to a size of 24" x 36" and folded to a size of 9"X 12". The font should be 'Arial no less than 10 point in size'.

Notes: _____