

Date: \_\_\_\_\_

Shoreline Application No. \_\_\_\_\_

**MIAMI-DADE COUNTY  
BISCAYNE BAY SHORELINE DEVELOPMENT REVIEW  
APPLICATION FORM**

**MUNICIPAL/COUNTY DATA**

CITY OF (if applicable): \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

DEPT. OFFICIAL WITH PRIMARY RESPONSIBILITY FOR PROCESSING APPLICATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

**APPLICANT DATA**

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

**APPLICANT REQUEST**

DEVELOPMENT NAME(if any): \_\_\_\_\_

ADDRESS/LOCATION OF REQUEST(S): \_\_\_\_\_

IS THE SITE ADJACENT OT BISCAYNE BAY? \_\_\_\_\_

SECTION: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_ RANGE: \_\_\_\_\_

FOLIO(S) : \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BRIEF DESCRIPTION OF PROPOSAL: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What development approval actions, (i.e., zone changes, site plan, variances, permits) are being requested at this time?

Parcel Size in Acres

Department, Board or Official responsible for this development action approval.

_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and that no development action permit or approval shall be issued until a shoreline development review has been completed or terminated.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Please Print)

Note: When this application form is completed and signed, the applicant is required to send it along with the required application fee to:

**Shoreline Development Review Coordinator  
Developmental Impact Committee  
Stephen P. Clark Center  
111 N.W. 1 Street, 11th Floor, Section 220  
Miami, Florida 33128-1973  
(305) 375-2566**



# SDRC ELECTRONIC PLAN SUBMITTALS

As of October 1, 2007, all Shoreline Development Review Committee (SDRC) plan submittals need to be accompanied by a CD that contains a scanned electronic version of the submitted hard copy plans. These documents will be uploaded to the Department's website where they will be available online for reference and for Departments to perform their review.

The submitted CD needs to contain the scanned plans in a PDF format saved at the root level. The plans need to be either original CAD files or scanned at a high resolution as an E-size document so that they can be opened thru Adobe Acrobat Reader version 7.0 or older. No security should be applied to the documents.

The plans also need to be broken down into document file types with each file type containing a maximum of 5 pages per file. Below is a list of document codes and their descriptions as used by our system. Please make sure your files are saved using these exact file codes as listed below (i.e., for Hearing Site Plan 1 save document as S1). Also make sure that all plans are saved in the same direction (landscape orientation) so that they can be read from left to right.

**The scanned version of your plans is an official document and should be identical to any hard copies that are submitted. When revisions are made to the plans a scanned electronic version also needs to be submitted.**

If you have any questions regarding these procedures, please call Carl Harrison, SDRC Coordinator at (305) 375-2566.

## Document File Types

<u>Code</u>	<u>Description</u>
S1	HEARING SITE PLAN 1 - (Contains the first 5 pages of the site plans)
S2	HEARING SITE PLAN 2 - (Contains the next 5 pages of the site plans, as needed)
S3	HEARING SITE PLAN 3
E1	HEARING ELEVATION PLAN 1 – (Contains the first 5 pages of the Elevation plans)
E2	HEARING ELEVATION PLAN 2 – (Contains the next 5 pages of the Elevation plans, as needed)
E3	HEARING ELEVATION PLAN 3
L1	HEARING LANDSCAPE PLAN 1 – (Contains the first 5 pages of the landscape plans)
L2	HEARING LANDSCAPE PLAN 2 – (Contains the next 5 pages of the landscape plans, as needed)
L3	HEARING LANDSCAPE PLAN 3
F1	HEARING FLOOR PLAN 1 – (Contains the first 5 pages of the Floor plans)
F2	HEARING FLOOR PLAN 2 – (Contains the next 5 pages of the Floor plans, as needed)
F3	HEARING FLOOR PLAN 3
G	OTHER PLANS 1 – (Contains photos of site)
G2	OTHER PLANS 2 – (Contains photos of site)
* Additional sequential file type codes can be added for large plan submittals (Ex: S4, S5, S6, E4, E5, E6, )	