



6601 Main Street • Miami Lakes, FL 33014
 (305) 364-6100 • www.miamilakes-fl.gov

Public Hearing (Yes/ No):	File Number(s):
Date Received:	

Planning Application

Folio Number:	
Property Address:	

**Nature of Requests
(mark all that apply)**

<input type="checkbox"/>	Comprehensive Plan Change	<input type="checkbox"/>	Zoning Verification Letter
<input type="checkbox"/>	Zoning Change	<input type="checkbox"/>	Expedite fee
<input type="checkbox"/>	Preliminary Plat	<input type="checkbox"/>	Waiver of Plat
<input type="checkbox"/>	Site Plan	<input type="checkbox"/>	Administrative Site plan
<input type="checkbox"/>	Conditional Use	<input type="checkbox"/>	Distance Separation
<input type="checkbox"/>	Variance	<input type="checkbox"/>	Administrative Parking Waiver
<input type="checkbox"/>	Final Plat		
<input type="checkbox"/>	Site Plan Modification		
<input type="checkbox"/>	Minor Conditional Use		
<input type="checkbox"/>	Administrative Variance		

NOTE TO APPLICANTS: A pre-application meeting with the Town's Planning and Zoning Department staff is required prior to official application filing. A checklist of requirements will be provided to the applicant at that time. Please call 305 364-6100 for an appointment.

Property Information

Lot size (Acres/Square Feet):		Current Zoning:	
Current Use:		Existing Structure Square Footage:	
Existing Number of Parking Spaces:		Existing Number of Units:	
Is request the result of a violation?		If yes, case number:	

Please describe nature of request : _____

Please submit two sets of signed and sealed 24x36 and one set of reduced 11x17 plans.

Property Owner Information

NAME:			
Mailing Address:		City, State, Zip	
Phone Number:		Cell Number:	
Email Address:			

If property is leased, separate affidavits for property owner and tenant must be provided.

Operator/Lessee Information

NAME:			
Mailing Address:		City, State, Zip	
Phone Number:		Cell Number:	
Email Address:			

a. If subdivided, provide lot, block, complete name of subdivision, plat book and page number.

LEGAL DESCRIPTION OF THE PROPERTY COVERED BY THE APPLICATION :

b. If metes and bounds description, provide complete description (including section, township, and range).

c. Attach a separate typed sheet, if necessary. Please verify the accuracy of your legal description