

# Major Development and Redevelopment Applicant's Development Guide

Development Services Department – Planning & Zoning Division

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**Application Fee:** \$1,000

**Review Fee:** N/A

**Total Fee:** \$1,000

**All applications, materials, plans, documents and fees are required to be submitted electronically via the Development Services Department's online application portal. Submission via e-mail will not be considered. Ownership and Applicant Authorization Forms will need to be submitted electronically.**

This guide is intended for applicants seeking to initiate the Major Development or Redevelopment review process. Development orders may be issued for major development and certain redevelopment activities only after review by the Development Services Department, review by the Technical Review Committee, and approval by the Planning Board. Appeals to Planning Board Decisions on major development activities shall be considered by the city commission.

- Any manufactured home subdivision development.
- Any development in the Heavy Industry zoning district.
- Any commercial development over three stories in height.
- Any development involving telecommunication facilities that are designated as requiring approval by the planning board in chapter 110.
- Any development activity which is not subject to less than minor or minor development review.

## Criteria for review:

- The general standards specified in the application forms provided by the planning department.
- Concurrency requirements set forth in chapter 103.
- Site plan requirements set forth in section 102-28.
- Other applicable development standards as specified in other chapters of this Unified Land Development Code.
- An impact assessment shall address the following issues:
  - Adequacy of public facilities and services to serve the proposed development;
  - Suitability of site conditions including topography and soils and any site modifications necessary to accommodate the proposed development;
  - Ingress and egress to roadways;
  - Drainage or storm water management;
  - Vehicular traffic, including on-site parking;
  - Noise;
  - Lighting;
  - Public safety or potential public nuisance;
  - Impacts on natural resources; and
  - Such other criteria deemed necessary by the planning director or the planning board.
  - Additional information or impact assessment may be required for development activities in special treatment zones and overlays.

## Application Submittal Checklist

Checklist Items	Applicant Verification	Staff Verification
Completed Application.		
Payment of all applicable fees. Fees cannot be waived and are non-refundable.		
Copy of Deed or Legal Description.		
A site plan of sufficient detail to clearly identify the major development request		
Signed and Sealed Survey (s) clearly identifying the request to scale, depicting: <ul style="list-style-type: none"> <li>• Location of surrounding physical features, waterbodies, streets, railroads, etc.</li> <li>• Exact size of the site in acres &amp;/or square feet, including linear dimensions;</li> <li>• Any existing structures showing setbacks from the property lines.</li> <li>• Any existing structures showing setbacks from the property lines.</li> </ul>		
Plan for general development of the site including residential density or commercial intensity; height of structures, impervious surface ratios etc.		
<ul style="list-style-type: none"> <li>• <b>Impact Assessment:</b> Major Development applications are required to include an impact assessment for review. An impact assessment shall address the following issues:               <ul style="list-style-type: none"> <li>○ Adequacy of public facilities and services to serve the proposed development;</li> <li>○ Suitability of site conditions including topography and soils and any site modifications necessary to accommodate the proposed development;</li> <li>○ Ingress and egress to roadways;</li> <li>○ Drainage or storm water management;</li> <li>○ Vehicular traffic, including on-site parking;</li> <li>○ Noise;</li> <li>○ Lighting;</li> <li>○ Public safety or potential public nuisance;</li> <li>○ Impacts on natural resources; and</li> <li>○ Such other criteria deemed necessary by the planning director or the planning board.</li> </ul> </li> </ul> Additional information or impact assessment may be required for development activities in special treatment zones and overlays.		