**SEAPORT MANATEE**

**MASTER DEVELOPMENT PLAN (Ordinance PDPM-****21-10(Z)(G))**

**DEVELOPMENT APPROVAL CHECKLIST & CERTIFICATION**

**Requirement:** Section 355.7, Manatee County Land Development Code requires certification by a professional, that proposed development activities included in building permit application(s) or site plan(s) are in compliance with the Port Manatee Master Development Plan (MDP or Plan).

**Purpose:** This checklist outlines Plan requirements to allow professionals tomore easily verify that proposed activities are in compliance with the Plan.

**Relationship to Land Development Code:** The LDC provides standard requirements. The Plan establishes dimensional criteria for Seaport specific designated areas, which supersede some standard LDC requirements.

**Benefits:** Professional certification that dimensional criteria are being met allows applicants applying for building permits to skip the Manatee County site plan review process (see MDP Sheet 01, General Note 1).

**Submittal:** Please provide a completed checklist to Seaport Manatee’s Director of Planning & Project Development ([dfitzpatrick@seaportmanatee.com](mailto:dfitzpatrick@seaportmanatee.com)), who will retain the form and track cumulative compliance with the Plan.

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| **Section 1: Basic Project Information** | | |
| **Project Name:** |  | |
| **Consultant Contact information:**  *Name, Company, Phone, Email* |  | |
| **Date checklist completed:** |  | |
| **Existing Building Area:**  *Existing Total SF at Seaport (as of 07/31/2023): 1,301,926 SF*  *Value to be provided by Seaport Manatee if different* | Existing Building Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SF | |
| **Proposed Building Area:**  *Cumulative total approved for entire Port property through 2042: 4,000,000 SF* | Proposed Building(s) SF: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Are any buildings planned to be demolished as part of this project? Choose an item.  If yes, provide SF of demolished building(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SF | |
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| **Section 2: Setbacks**  *Consultant to verify/acknowledge all Land Use/Zoning information, check boxes once verified.* | | |
| **Minimum Building Setbacks** |  | From Public Right of Way and Project Perimeter: **20 Feet**  From Abutting Residential: **25 Feet** *(See section 7, #3)*  From Abutting Rail Line: **0 Feet** |
| **Landscape Buffers** |  | Required in areas adjacent to residential on Piney Point Road |

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| **Section 3: Project Details** | **Description** |
| **Project Description**  *Plain language description of project’s purpose and scope of work* |  |
| **Primary Use:** Select category from Permitted Use table on MDP sheet 1. If choosing 1-Seaport uses, also select sub-category from second list (subcategories A-U). | **Primary Use:** Choose an item.  **Subcategory:** Choose an item. |

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| **Section 4: Building Details** | **Value** |
| **Proposed additional square footage** *(See Section 7, #1)*  *Put zero if a building is not proposed* |  |
| **Cumulative square footage to date including this project** *(add to value in Section 1)* |  |
| **Is the cumulative SF over the 1,763,176 square feet threshold?** *(Yes or no)* | Choose an item. |
| **Is the cumulative SF over the 2,273,176 square feet threshold?** *(Yes or no)* | Choose an item. |
| **Please describe any coordination anticipated/completed with FDOT.**  *(Attach additional sheets as necessary)* |  |
| **Proposed Building Height**  *(Per compliance with Maximum Building Height table on MDP Sheet 01 or n/a if no building is proposed)* |  |
| **Finished Floor Elevation**  *(Match what will be shown on Building Permit or n/a if no building is proposed)* |  |

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| --- | --- |
| **Section 5: Site Details** | **Value** |
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| **Floor Area Ratio** *(current 0.02, max 0.08)*  *Formula: ((Existing SF + Additional SF)/43560)/1,112.9 acres)* |  |
| **Signage**  *Indicate which plan sheets that demonstrate compliance with LDC Chapter 6, internal wayfinding height allowances on MDP Sheet 01* |  |
| **Are there new or extensions to Public Utility Connections?**  *See #2 in Section 7. Requires coordination 14 days prior to building permit application submittal to confirm capacity.* | Choose an item. |

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| **Section 6: Applicable State Permits to be obtained prior to development**  *Please list applicable permits and issuing agency below. Examples include:*   * *SWFWMD:* Wetland or environmental resource permits, Surface water management permits, Stormwater permits, Consumptive water use permits * *FDEP:* Wastewater permits, Air emission permits * *FWC:* Permits relating to listed species * *FDOT:* Highway or roadway access permits * *Other:* Any other state development approval within the scope of a participating agency’s authority. |
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**Section 7: Required Coordination with Manatee County**

1. NEW SQUARE FOOTAGE:

If Building area is being added, the applicant shall notify the Concurrency and Compliance Section of Transportation Planning, Public Works Department ([Concurrency.Compliance@MyManatee.org](mailto:Concurrency.Compliance@MyManatee.org)), with the submission of every building permit that either proposes new square footage or is an increase to existing square footage.

Acknowledge Requirement

2. NEW UTILITES OR EXTENSIONS TO UTILITIES (from Sheet 03 of the MDP):

If external water, sewer, or fire protection services are proposed: these utilities, even when internal to the port, are maintained and owned by Manatee County. The engineer of record will be required to coordinate with county utilities for service and connections. If onsite utility extensions or expansions are part of the project, a set of construction plans will be submitted to public works during final design and at least 14 days prior to building permit application submittal.  These plans will not undergo a formal review process. However, any proposed water, sewer, and fire protection utilities shall be subject to Public Works approval based on compliance with current county utility standards at the time of submittal.

Acknowledge Requirement

3. LANDSCAPE STANDARDS (from Sheet 03 of the MDP):

Required perimeter landscaping for Seaport Manatee is limited to portions of Seaport Manatee property that are adjacent to residential property on Piney Point Road and west of Reeder Road. If any vertical development is proposed within 100' of this property boundary, the port or its lessee shall provide a twenty-five (25) ft. wide screening buffer. The buffer shall contain a minimum of 3 canopy trees, 2 understory trees, and 33 shrubs per 100 linear feet.

Acknowledge Requirement

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**Certification by Licensed Architect, Engineer, or Landscape Architect**

Manatee County Manufacturing Development Program

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

**1. Building Permit Application and/or Project Name** (Project name for site improvements only)

Name of Application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reference Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Certification**

Pursuant to Section 355.7, Manatee County Land Development Code:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(Print Name),** hereby certify and attest that the

proposed development included in the building permit application or site plan is in compliance

with the Port Manatee Master Development Plan.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature (and Florida Professional Seal) Seal Type: PE, LA, or Arch**