

35	DERM recommendation/preliminary approval. Docks or any structures shall have approval stamp from DERM or other regulatory agency before submitting for a variance. A letter from DERM or other agency, explaining specific requirements for the project is recommended.	
36	Survey shall include spot elevations in rear yard and elevation points on the dune adjacent to the property. Provide highest elevation point on the dune within the property. Erosion control line and Bulkhead line shall be indicated if present.	
37	Scaled, signed, sealed and dated specific purpose survey (Alcohol License/Distance Separation) distance shown on survey with a straight line.	
38	Proposed Operational Plan: Include deliveries and trash pickup times, hours of operations, number of employees, security and restaurant menu (if applicable).	
39	Maneuvering plan for loading within the existing/proposed conditions, delivery and garbage trucks size (length and width).	
40	Traffic Study, Site plan(s) : Revised version addressing first round of comments from Transportation Department and peer review. (See Transportation Department check list for requirements.)	
41	Sound Study report (Hard copy) with 1 CD.	
42	Site Plan (Identify streets and alleys)	
a	Identify: setbacks Height Drive aisle widths Streets and sidewalks widths	X
b	# parking spaces & dimensions Loading spaces locations & dimensions	X
c	# of bicycle parking spaces	
d	Interior and loading area location & dimensions	
e	Street level trash room location and dimensions	
f	Delivery route Sanitation operation Valet drop-off & pick-up Valet route in and out	
g	Valet route to and from auto-turn analysis for delivery and sanitation vehicles	
h	Indicate any backflow preventer and FPL vault if applicable	
i	Indicate location of the area included in the application if applicable	
j	Preliminary on-street loading plan	
43	Floor Plan (dimensioned)	
a	Total floor area	
b	Identify # seats indoors outdoors seating in public right of way Total	
c	Occupancy load indoors and outdoors per venue Total when applicable	
44	The letter of Intent shall include and respond to all sea level rise and resiliency review criteria per section 133-50 of the City Code.	X
45	The Letter of Intent for Variances shall include and respond to all review guidelines in the code as follows:	X
a	Section 118-353 (d) of the City Code for each Variance.	X
46	The Letter of Intent for Planning Board shall include and respond to all review guidelines in the code as follows:	
a	For Conditional Use -Section 118-192 (a)(1)-(7)	
b	CU - NIE and or outdoor Entertainment Establishments - Section 142-1362 (a)(1)-(9)	
c	CU - Mechanical Parking - Section 130-38 (3)(c)(i)(1)-(2) & (5)(a)-(k) & (6)(a)-(g)	
d	CU - Structures over 50,000 SQ.FT. - Section 118-192 (b) (1)-(11)	
e	CU - Religious Institutions - Section 118-192 (c) (1)-(11)	
f	For Lot Splits - Section 118-321 (B) (1)-(6). Also see Item # 47	
47	Lot Splits	
a	Conceptual masing study to show the ability to comply with all single family zoning requirements for the maximum size home proposed.	
b	A survey showing the existing lot configuration and individual surveys per each proposed lot.	
c	Conceptual Site Plan for each lot showing compliance with zoning regulations.	
d	Submit opinion of title	

Indicate N/A If Not Applicable

Initials: DAU

prescribed herein. The CD is considered the "Formal Submission", and must include the electronic version of all hard copy documents associated with the application. A new Updated CD will be required if any modifications are made before or after hearing. Failure to comply with the aforementioned may result in a rehearing before the applicable board at the applicant's expense.

F. Please note that the applicant will be required to submit revised plans pursuant to applicable Board Conditions no later than 60 days after Board Approval. (If applicable)