

MIAMI BEACH

PLANNING DEPARTMENT

1700 Convention Center Drive, Miami Beach, Florida 33139; Tel: 305.673.7550; Web: www.miamibeachfl.gov/planning

LAND USE BOARD HEARING APPLICATION

The following application is submitted for review and consideration of the project described herein by the land use board selected below. A separate application must be completed for each board reviewing the proposed project.

Application Information			
FILE NUMBER PB18-0220			
<input type="radio"/> Board of Adjustment <input type="checkbox"/> Variance from a provision of the Land Development Regulations <input type="checkbox"/> Appeal of an administrative decision		<input type="radio"/> Design Review Board <input type="checkbox"/> Design review approval <input type="checkbox"/> Variance	
<input checked="" type="radio"/> Planning Board <input type="checkbox"/> Conditional use permit <input checked="" type="checkbox"/> Lot split approval <input type="checkbox"/> Amendment to the Land Development Regulations or zoning map <input type="checkbox"/> Amendment to the Comprehensive Plan or future land use map		<input type="radio"/> Historic Preservation Board <input type="checkbox"/> Certificate of Appropriateness for design <input type="checkbox"/> Certificate of Appropriateness for demolition <input type="checkbox"/> Historic district/site designation <input type="checkbox"/> Variance	
<input type="checkbox"/> Other:			
Property Information – Please attach Legal Description as “Exhibit A”			
ADDRESS OF PROPERTY 320 South Hibiscus Drive			
FOLIO NUMBER(S) 02-3232-006-0110			
Property Owner Information			
PROPERTY OWNER NAME 320 South Hibiscus Drive, LLC			
ADDRESS 2201 Collins Avenue, Unit UPH-6		CITY Miami Beach	STATE FL
ZIP CODE 33139			
BUSINESS PHONE 305-448-5898	CELL PHONE	EMAIL ADDRESS tom@uniontitleservices.com	
Applicant Information (if different than owner)			
APPLICANT NAME Same as Owner			
ADDRESS		CITY	STATE
ZIP CODE			
BUSINESS PHONE	CELL PHONE	EMAIL ADDRESS	
Summary of Request			
PROVIDE A BRIEF SCOPE OF REQUEST Lot split			

Project Information			
Is there an existing building(s) on the site?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the project include interior or exterior demolition?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Provide the total floor area of the new construction.		SQ. FT.	
Provide the gross floor area of the new construction (including required parking and all usable area).		SQ. FT.	
Party responsible for project design			
NAME Todd Martin		<input checked="" type="checkbox"/> Architect <input type="checkbox"/> Contractor <input type="checkbox"/> Landscape Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Tenant <input type="checkbox"/> Other _____	
ADDRESS 14850 NW 44 Ct., Suite 202		CITY Miami	STATE FL ZIPCODE 33054
BUSINESS PHONE 305-673-2121	CELL PHONE	EMAIL ADDRESS tmartin@itecdesign.net	
Authorized Representative(s) Information (if applicable)			
NAME Mickey Marrero		<input checked="" type="checkbox"/> Attorney <input type="checkbox"/> Contact <input type="checkbox"/> Agent <input type="checkbox"/> Other _____	
ADDRESS 200 South Biscayne Blvd., Suite 850		CITY Miami	STATE FL ZIPCODE 33131
BUSINESS PHONE 305-374-5300	CELL PHONE	EMAIL ADDRESS MMarrero@brzoninglaw.com	
NAME Greg Fontela		<input checked="" type="checkbox"/> Attorney <input type="checkbox"/> Contact <input type="checkbox"/> Agent <input type="checkbox"/> Other _____	
ADDRESS 200 South Biscayne Blvd., Suite 850		CITY Miami	STATE FL ZIPCODE 33133
BUSINESS PHONE 305-374-5300	CELL PHONE	EMAIL ADDRESS GFontela@brzoninglaw.com	
NAME		<input type="checkbox"/> Attorney <input type="checkbox"/> Contact <input type="checkbox"/> Agent <input type="checkbox"/> Other _____	
ADDRESS		CITY	STATE ZIPCODE
BUSINESS PHONE	CELL PHONE	EMAIL ADDRESS	

Please note the following information:

- A separate disclosure of interest form must be submitted with this application if the applicant or owner is a corporation, partnership, limited partnership or trustee.
- All applicable affidavits must be completed and the property owner must complete and sign the "Power of Attorney" portion of the affidavit if they will not be present at the hearing, or if other persons are speaking on their behalf.
- To request this material in alternate format, sign language interpreter (five-day notice is required), information on access for persons with disabilities, and accommodation to review any document or participate in any City sponsored proceedings, call 305.604.2489 and select (1) for English or (2) for Spanish, then option 6; TTY users may call via 711 (Florida Relay Service).

Please read the following and acknowledge below:

- Applications for any board hearing(s) will not be accepted without payment of the required fees. All checks are to be made payable to the "City of Miami Beach".
- Public records notice – All documentation submitted for this application is considered a public record subject to Chapter 119 of the Florida Statutes and shall be disclosed upon request.
- In accordance with the requirements of Section 2-482 of the code of the City of Miami Beach, any individual or group that will be compensated to speak or refrain from speaking in favor or against an application being presented before any of the City's land use boards, shall fully disclose, prior to the public hearing, that they have been, or will be compensated. Such parties include: architects, engineers, landscape architects, contractors, or other persons responsible for project design, as well as authorized representatives attorneys or agents and contact persons who are representing or appearing on behalf of a third party; such individuals must register with the City Clerk prior to the hearing.
- In accordance with Section 118-31. – Disclosure Requirement. Each person or entity requesting approval, relief or other action from the Planning Board, Design Review Board, Historic Preservation Board or the Board of Adjustment shall disclose, at the commencement (or continuance) of the public hearing(s), any consideration provided or committed, directly or on its behalf, for an agreement to support or withhold objection to the requested approval, relief or action, excluding from this requirement consideration for legal or design professional service rendered or to be rendered. The disclosure shall: (I) be in writing, (II) indicate to whom the consideration has been provided or committed, (III) generally describe the nature of the consideration, and (IV) be read into the record by the requesting person or entity prior to submission to the secretary/clerk of the respective board. Upon determination by the applicable board that the forgoing disclosure requirement was not timely satisfied by the person or entity requesting approval, relief or other action as provided above, then (I) the application or order, as applicable, shall immediately be deemed null and void without further force or effect, and (II) no application form said person or entity for the subject property shall be reviewed or considered by the applicable board(s) until expiration of a period of one year after the nullification of the application or order. It shall be unlawful to employ any device, scheme or artifice to circumvent the disclosure requirements of this section and such circumvention shall be deemed a violation of the disclosure requirements of this section.
- When the applicable board reaches a decision a final order will be issued stating the board's decision and any conditions imposed therein. The final order will be recorded with the Miami-Dade Clerk of Courts. The original board order shall remain on file with the City of Miami Beach Planning Department. Under no circumstances will a building permit be issued by the City of Miami Beach without a copy of the recorded final order being included and made a part of the plans submitted for a building permit.

The aforementioned is acknowledged by:

☒ Owner of the subject property ☒ Authorized representative

SIGNATURE

Mickey Marrero

PRINT NAME

9/28/2018

DATE SIGNED

OWNER AFFIDAVIT FOR INDIVIDUAL OWNER

STATE OF _____

COUNTY OF _____

I, N/A, being first duly sworn, depose and certify as follows: (1) I am the owner of the property that is the subject of this application. (2) This application and all information submitted in support of this application, including sketches, data, and other supplementary materials, are true and correct to the best of my knowledge and belief. (3) I acknowledge and agree that, before this application may be publicly noticed and heard by a land development board, the application must be complete and all information submitted in support thereof must be accurate. (4) I also hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a Notice of Public Hearing on my property, as required by law. (5) I am responsible for remove this notice after the date of the hearing.

SIGNATURE

Sworn to and subscribed before me this _____ day of _____, 20____. The foregoing instrument was acknowledged before me by _____, who has produced _____ as identification and/or is personally known to me and who did/did not take an oath.

NOTARY SEAL OR STAMP

NOTARY PUBLIC

My Commission Expires: _____

PRINT NAME**ALTERNATE OWNER AFFIDAVIT FOR CORPORATION, PARTNERSHIP OR LIMITED LIABILITY COMPANY**STATE OF FloridaCOUNTY OF Miami-Dade

I, Ilya Karpov, being first duly sworn, depose and certify as follows: (1) I am the Authorized Signatory (print title) of 320 South Hibiscus Drive, LLC (print name of corporate entity). (2) I am authorized to file this application on behalf of such entity. (3) This application and all information submitted in support of this application, including sketches, data, and other supplementary materials, are true and correct to the best of my knowledge and belief. (4) The corporate entity named herein is the owner of the property that is the subject of this application. (5) I acknowledge and agree that, before this application may be publicly noticed and heard by a land development board, the application must be complete and all information submitted in support thereof must be accurate. (6) I also hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a Notice of Public Hearing on my property, as required by law. (7) I am responsible for remove this notice after the date of the hearing.

SIGNATURE

Sworn to and subscribed before me this 27th day of September, 2018. The foregoing instrument was acknowledged before me by Ilya Karpov, Authorized Signatory, who has produced _____ as identification and/or is personally known to me and who did/did not take an oath.

NOTARY SEAL OR STAMP

NOTARY PUBLICMy Commission Expires: 6/14/19**PRINT NAME**

POWER OF ATTORNEY AFFIDAVITSTATE OF FloridaCOUNTY OF Miami-Dade

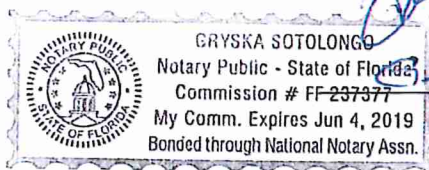
I, Ilya Karpov, being first duly sworn, depose and certify as follows: (1) I am the owner or representative of the owner of the real property that is the subject of this application. (2) I hereby authorize Bercow Radell Fernandez & L to be my representative before the Planning Board. (3) I also hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a Notice of Public Hearing on my property, as required by law. (4) I am responsible for remove this notice after the date of the hearing.

Ilya Karpov, Authorized Signatory
PRINT NAME (and Title, if applicable)

SIGNATURE

Sworn to and subscribed before me this 27 day of September, 2018. The foregoing instrument was acknowledged before me by Ilya Karpov, who has produced _____ as identification and/or is personally known to me and who did/did not take an oath.

NOTARY SEAL OR STAMP

NOTARY PUBLICMy Commission Expires: 10/4/19**PRINT NAME****CONTRACT FOR PURCHASE**

If the applicant is not the owner of the property, but the applicant is a party to a contract to purchase the property, whether or not such contract is contingent on this application, the applicant shall list the names of the contract purchasers below, including any and all principal officers, stockholders, beneficiaries or partners. If any of the contact purchasers are corporations, partnerships, limited liability companies, trusts, or other corporate entities, the applicant shall further disclose the identity of the individuals(s) (natural persons) having the ultimate ownership interest in the entity. If any contingency clause or contract terms involve additional individuals, corporations, partnerships, limited liability companies, trusts, or other corporate entities, list all individuals and/or corporate entities.

NAME**DATE OF CONTRACT**

NAME, ADDRESS AND OFFICE

% OF STOCK

In the event of any changes of ownership or changes in contracts for purchase, subsequent to the date that this application if filed, but prior to the date of a final public hearing, the applicant shall file a supplemental disclosure of interest.

DISCLOSURE OF INTEREST
CORPORATION, PARTNERSHIP OR LIMITED LIABILITY COMPANY

If the property that is the subject of the application is owned or leased by a corporation, partnership or limited liability company, list ALL of the owners, shareholders, partners, managers and/or members, and the percentage of ownership held by each. If the owners consist of one or more corporations, partnerships, trusts, partnerships or other corporate entities, the applicant shall further disclose the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.

320 South Hibiscus Drive, LLC

NAME OF CORPORATE ENTITY

NAME AND ADDRESS

% OF OWNERSHIP

See Exhibit B

NAME OF CORPORATE ENTITY

NAME AND ADDRESS

% OF OWNERSHIP

If there are additional corporate owners, list such owners, including corporate name and the name, address and percentage of ownership of each additional owner, on a separate page.

DISCLOSURE OF INTEREST
TRUSTEE

If the property that is the subject of the application is owned or leased by a trust, list any and all trustees and beneficiaries of the trust, and the percentage of interest held by each. If the owners consist of one or more corporations, partnerships, trusts, partnerships or other corporate entities, the applicant shall further disclose the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.

TRUST NAME	
NAME AND ADDRESS	% INTEREST

COMPENSATED LOBBYIST

Pursuant to Section 2-482 of the Miami Beach City Code, all lobbyists shall, before engaging in any lobbying activities, register with the City Clerk. Please list below any and all persons or entities retained by the applicant to lobby City staff or any of the City's land development boards in support of this application.

NAME	ADDRESS	PHONE
Mickey Marrero	200 South Biscayne Blvd., Suite 850, Miami, FL	305-374-5300
Greg Fontela	200 South Biscayne Blvd., Suite 850, Miami, FL	305-374-5300
Todd Martin	14850 NW 44 Ct, Suite 202, Miami, FL	305-673-2121

Additional names can be placed on a separate page attached to this application.

APPLICANT HEREBY ACKNOWLEDGES AND AGREES THAT (1) AN APPROVAL GRANTED BY A LAND DEVELOPMENT BOARD OF THE CITY SHALL BE SUBJECT TO ANY AND ALL CONDITIONS IMPOSED BY SUCH BOARD AND BY ANY OTHER BOARD HAVING JURISDICTION, AND (2) APPLICANT'S PROJECT SHALL COMPLY WITH THE CODE OF THE CITY OF MIAMI BEACH AND ALL OTHER APPLICABLE CITY, STATE AND FEDERAL LAWS.

APPLICANT AFFIDAVIT

STATE OF Florida

COUNTY OF Miami-Dade

I, Elva Ka-pou, being first duly sworn, depose and certify as follows: (1) I am the applicant or representative of the applicant. (2) This application and all information submitted in support of this application, including sketches, data, and other supplementary materials, are true and correct to the best of my knowledge and belief.

[Signature]
SIGNATURE

Sworn to and subscribed before me this 27 day of September, 20 18. The foregoing instrument was acknowledged before me by _____, who has produced _____ as identification and/or is personally known to me and who did/did not take an oath.

NOTARY SEAL OR STAMP

[Signature]
NOTARY PUBLIC

My Commission Expires: 6/4/19

Griska Sotolongo
PRINT NAME

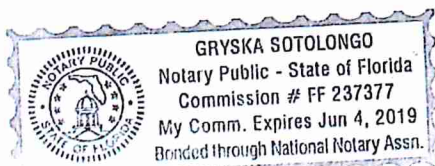


EXHIBIT A

Legal Description

Lots 11, 12 and 13, Block 1, of HIBISCUS ISLAND, according to the plat thereof as recorded in PLAT BOOK 8 at PAGE 75 of the Pubic Records of Miami-Dade County, Florida, TOGETHER WITH a strip of land 20' wide contiguous and abutting the waterfront end of lots 11, 12 and 13 of Block 1, HIBISCUS ISLAND, which said 20' strip is a part of the 20' strip conveyed to the Biscayne Bay Island Company by deed to the Trustees of the Internal Improvement Fund as recorded in Deed Book 1501, Page 479 at the Public Records of Miami-Dade County, Florida.

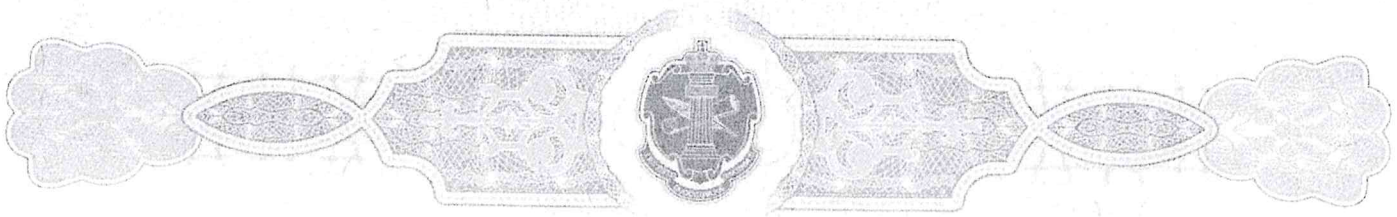
EXHIBIT "B"

MEMBERSHIP OWENER FOR

320 South Hibiscus Drive, LLC, a Florida limited liability company

MEMBER: ANDREY ISAEV

OWNERSHIP 100%



77 A V 8682673

POWER OF ATTORNEY

Moscow, August second, two thousand eighteenth.

I, Mr. **ANDREY ALEKSEYEVICH ISAEV**, born June 28, 1966, place of birth: city of Murom, Vladimir region, citizenship: Russian Federation, sex: male, passport 45 11 174280 issued by the Division of the Federal Migration Service Administration of Russia for the city of Moscow for the Shchukin district on July 6, 2011, subdivision code 770-098, foreign passport of Russian Federation citizen 71 9961489 issued by Federal Migration Service 77811 on June 29, 2012, valid until February 10, 2022, registered as residing at address: 32 (thirty-two) Marshal Biryuzov street, building 1 (one), apartment 108 (one hundred eight), Moscow,

do hereby empower

Mr. **ILYA KARPOV**, born June 2, 1972, place of birth: Moscow, citizenship: Russian Federation, sex: male, foreign passport of Russian Federation citizen 71 1216279, document issued by Federal Migration Service 50030 on July 2, 2010, valid until July 2, 2020,

to act on my behalf, specifically he is hereby granted the rights and powers to draw up and perform any documents concerning the following matters:

(1) to submit applications to any state or municipal bodies, public organizations and other governmental, private or public organizations, state or federal institutions, and/or state companies or to any other parties, and also to sign applications and permits issued by the aforesaid bodies or parties; and

(2) to obtain licenses and permits, and for the performance of this power of attorney to sign any applications, documents or application forms to obtain permits, to request consents or permits from the government of the city of Miami Beach, including but not limited to the Planning Board, the Commission on Review of Design Documentation, to sign any agreements or declarations permitting the construction of individual residential buildings in the Territory,

(3) to sign contracts for design and construction with architects, designers, contractors, subcontractors, consultants and independent executors, to sign notices of start of work, and also any other documents necessary for the development of the territory indicated below:

land lots 11, 12 and 13, section 1, HIBISCUS ISLAND, pursuant to the plan and entries in Boundary Book 8 on page 7 of the Public Archive of Florida.

TOGETHER with a piece of land 20 feet wide adjacent to the coastline of lots 11, 12 and 13 of section 1 of HIBISCUS ISLAND, which was conveyed per Biscayne Bay Island Company in a transaction with authorized agents of the Regional Development Fund (Internal Improvement Fund), pursuant to entries in Transactions Register 151, page 479 of the Public Archive of Dade, Florida (hereinafter the "Territory").

**at the address: 320 S. Hibiscus Drive, Miami Beach, FL 33139
case No.: 02-3232-006-0110**

I hereby grant **ILYA KARPOV** all rights and powers to perform any and all actions that need to be performed with respect to real estate and which I could perform independently. I hereby approve and confirm any actions that **ILYA KARPOV** as authorized agent will perform on legal grounds, or whose performance he will effectuate.

The power of attorney is issued for a term of three years, with a prohibition on sub-granting powers under this power of attorney to other persons.

The content of articles 187-189 of the Civil Code of the Russian Federation has been explained to the principal.

I, as a participant in the transaction, understand the notary's explanations about the legal consequences of the transaction that is being conducted. The terms of the transaction correspond to my actual intentions.

The information established by the Notary from my words is entered faithfully in the text of the transaction.

principal: [signature]

City of ...

**CERTIFIED TRANSLATION
PREPARED BY
SEVEN LANGUAGES, INC.**

... Moscow.

Russian Federation

City of Moscow

August second, two thousand eighteenth

This power of attorney is certified by me, ***Yulia Vladimirovna Krylova, notary in the city of Moscow.***

The content of the power of attorney corresponds to the expressed will of the person who granted the power of attorney.

The power of attorney was signed in my presence.

The identity of the person who signed the power of attorney was established, his capacity was verified.

Recorded in the register: No. 77/719-n/77-2018-9-1067.

State tax collected (at rate): 500 rubles 00 kopecks.

Paid for rendering services of a legal and technical nature: 1200 rubles 00 kopecks.

Yu. V. Krylova

[signature]

[inked round seal]

**CERTIFIED TRANSLATION
PREPARED BY
SEVEN LANGUAGES, INC.**



SEVEN LANGUAGES TRANSLATING SERVICES, INC.

TRANSLATORS • INTERPRETERS

Conferences • Depositions • Documents • Translations • Legal • Commercial • Medical • Technical • U.S. Court Certified Interpreters

Web site: www.sevenlanguages.com • E-mail: info@sevenlanguages.com

CERTIFICATE OF TRANSLATION

STATE OF FLORIDA }

}

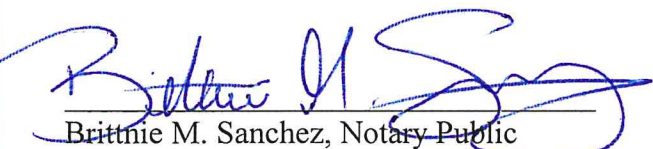
COUNTY OF MIAMI-DADE }

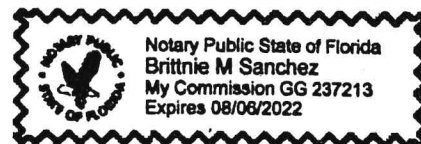
}

I, ELISE GICHON-STRAUSS, on behalf of SEVEN LANGUAGES TRANSLATING SERVICES, Inc, do certify that the attached translation, consisting of 2 pages, is, to the best of my knowledge and belief, a true and accurate rendition into the English language of the original written in Russian.


ELISE GICHON-STRAUSS

The foregoing instrument was acknowledged by me on this 03 day of August, 2018. ELISE GICHON-STRAUSS personally appeared before me at the time of notarization. She is personally known to me and produced a driver's license as identification and she did take an oath.


Brittanie M. Sanchez, Notary Public
State of Florida at Large



The utmost care has been taken to ensure the accuracy of all translations. SEVEN LANGUAGES TRANSLATING SERVICES and its employees shall not be liable for any damages due to negligence or error in typing or translation.

SEVEN LANGUAGES TRANSLATING SERVICES, INC.
18495 SOUTH DIXIE HIGHWAY #116, CUTLER BAY, FLORIDA 33157
DADE (305) 374-6761 • 24 HR. FAX (305) 374-0339 • 1-800-374-6761

SPANISH
FRENCH
ITALIAN
HEBREW
CREOLE
DUTCH
PORTUGUESE
GERMAN
CHINESE
JAPANESE
RUSSIAN
SCANDINAVIAN
ASIAN
SLAVIC
& ALL OTHER
LANGUAGES

**Российская Федерация
Город Москва**

Второго августа две тысячи восемнадцатого года

**Настоящая доверенность удостоверена мной, Крыловой Юлией Владимировной, нотариусом города
Москвы.**

Содержание доверенности соответствует волеизъявлению лица, выдавшего доверенность.
Доверенность подписана в моем присутствии.

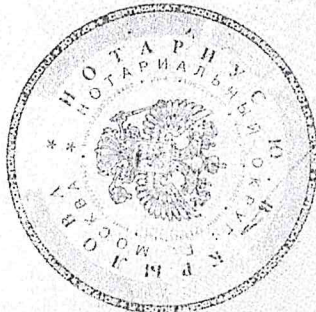
Личность подписавшего доверенность установлена, его дееспособность проверена.

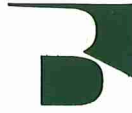
Зарегистрировано в реестре: № 77/719-н/77-2018-9-1067.

Взыскано государственной пошлины (по тарифу): 500 руб. 00 коп.

Уплачено за оказание услуг правового и технического характера: 1200 руб. 00 коп.

Ю.В. Крылова





BERCOW RADELL FERNANDEZ & LARKIN

ZONING, LAND USE AND ENVIRONMENTAL LAW

DIRECT LINE: (305) 377-6238
E-Mail: MMarrero@brzoninglaw.com

September 28, 2018

VIA HAND DELIVERY

Thomas Mooney, Director
Planning Department
City of Miami Beach
1700 Convention Center Drive, 2nd Floor
Miami Beach, Florida 33139

Re: PB18-0220 - Request for a Lot Split of the Property Located at 320 South Hibiscus Drive in Miami Beach, Florida

Dear Tom:

This law firm represents 320 South Hibiscus Drive, LLC (the "Applicant"), the contract purchaser of the above-referenced property (the "Property"). Please consider this letter the Applicant's letter of intent in support of a lot split application to divide the existing building site into two individual building sites.

The Property. The Property is situated on Hibiscus Island along South Hibiscus Drive fronting the water. The Property is identified by Miami-Dade County Folio No. 02-3232-006-0110 and is located within the RS-3 Single-Family Residential zoning district. The Property is one of the largest RS-3 zoned lots on Hibiscus Island at approximately 32,212 square feet (0.74 acres) in size. The Property is currently improved with a single-family structure built in 1952.

Lot Split Request. The Applicant is seeking to split it into two equal-sized lots - East Lot and West Lot. The requested lot split will result in two similar sized lots, with the East Lot at approximately 16,116 square feet and the West Lot at approximately 16,096 square feet. Both of the resulting lots will have a lot width of 90 feet. The dimensions of these resulting lots will be in compliance with the City's land development regulations, as RS-3 regulations call for minimum lot area of 10,000 square feet and minimum lot width of 60 feet. The resulting lots will also be more compatible with the properties within the surrounding area. The majority of the similarly situated, RS-3 zoned waterfront properties along South Hibiscus Drive have a lot size of 10,500

square feet. The unit sizes of each of the proposed homes on the resulting split lots will be appropriately sized for the lot on which it sits.

Lot Split Review Criteria. According to Section 118-321.B. of the City of Miami Beach's Code of Ordinances (the "Code"), the Planning Board shall apply the following criteria to the review of any lot split application:

(1) Whether the lots that would be created are divided in such a manner that they are in compliance with the regulations of these land development regulations.

According to Section 142-105(b)(1), the minimum lot size in the RS-3 zoning district is 10,000 square feet. The proposed resulting lots will be approximately 16,116 square feet for the East Lot and approximately 16,096 square feet for the West Lot.

(2) Whether the building site that would be created would be equal to or larger than the majority of the existing building sites, or the most common existing lot size, and of the same character as the surrounding area.

The most common existing lot size in the RS-3 zoned lots in the neighborhood is 10,500 square feet, with the average lot size for the similarly situated properties in the neighborhood being 12,955 square feet. The proposed lots will be larger than the majority of the existing building sites, while still bringing the resulting lots to a size closer to the average building site in the neighborhood.

(3) Whether the scale of any proposed new construction is compatible with the as-built character of the surrounding area, or creates adverse impacts on the surrounding area; and if so, how the adverse impacts will be mitigated. To determine whether this criterion is satisfied, the applicant shall submit massing and scale studies reflecting structures and uses that would be permitted under the land development regulations as a result of the proposed lot split, even if the applicant presently has no specific plans for construction.

The scale of the proposed homes will be compatible with the as-built character of the surrounding area. In fact, if the Property were redeveloped as a single site, a significantly larger home could be constructed; this hypothetical single-site home would be incompatible with the surrounding area.

(4) Whether the building site that would be created would result in existing structures becoming nonconforming as they relate to setbacks and other applicable

regulations of these land development regulations, and how the resulting nonconformities will be mitigated.

With the creation of the new building sites, the existing single-family home on the Property would need to be demolished. The existing single-family home was built in 1952, and is not architecturally significant.

(5) Whether the building site that would be created would be free of encroachments from abutting buildable sites.

The building sites created by the lot split will be free of encroachments from abutting buildable lots. There are no existing or proposed encroachments.

(6) Whether the proposed lot split adversely affects architecturally significant or historic homes, and if so, how the adverse effects will be mitigated. The board shall have the authority to require the full or partial retention of structures constructed prior to 1942 and determined by the planning director or designee to be architecturally significant under subsection 142-108(a).

The existing single-family home was built in 1952, and is not architecturally significant.

Design Review Board Variance. Pursuant to approval of the subject application, the Applicant will seek design review approval before the Design Review Board ("DRB") for the development of single family homes on each of the two resulting lots. Section 142-105(b)(9) maintains that all new construction for homes on lots resulting from a lot split application where the new lots created do not follow the lines of the original platted lots shall be limited as follows:

- (a) The maximum lot coverage for a new one-story home shall not exceed 40 percent of the lot area, and the maximum lot coverage for a new two-story home shall not exceed 25 percent of the lot area, or such lesser number, as determined by the planning board.
- (b) The maximum unit size shall not exceed 40 percent of the lot area for both one story, and two-story structures, or such less numbers, as determined by the planning board.

The Applicant will be seeking a variance from the DRB for the above restrictions. The Property would be able to be split into three (3) lots along the original platted lot lines, resulting in three lots that are consistent with the

character of the neighborhood, and not be subject to the above restrictions. In the alternative, the Applicant is seeking to split the Property into two (2) lots, which will be closer to the average lot size for the area. As such, the decision to split the lot into two, rather than into three should not result in increased restrictions on lot coverage and unit size. As such, the Applicant kindly requests that the above-cited lot coverage and unit size restrictions not be included in the conditions for approval for the subject application, instead having the resulting lots be subject to the regular lot coverage and unit size restrictions outlined in the Code.

Sea Level Rise and Resiliency Criteria. The proposed single-family homes resulting from the lot split will advance the sea level rise and resiliency criteria in Section 133-50(a) as follows:

- (1) A recycling or salvage plan for partial or total demolition shall be provided.**

The Applicant will provide a recycling or salvage plan during permitting.

- (2) Windows that are proposed to be replaced shall be hurricane proof impact windows.**

The Applicant proposes hurricane impact windows.

- (3) Where feasible and appropriate, passive cooling systems, such as operable windows, shall be provided.**

Operable windows will be provided.

- (4) Whether resilient landscaping (salt tolerant, highly water-absorbent, native or Florida friendly plants) will be provided.**

The Applicant will provide appropriate landscaping at the Property. Proposed species include native and Florida-friendly plants appropriate for the area, including salt tolerant species.

- (5) Whether adopted sea level rise projections in the Southeast Florida Regional Climate Action Plan, as may be revised from time-to-time by the Southeast Florida Regional Climate Change Compact, including a study of land elevation and elevation of surrounding properties were considered.**

The Applicant has considered the elevation of the right-of-way and surrounding properties, and plans to grade the front and side yards appropriately to remain

compatible with the existing conditions, while slowly sloping-up as you get closer to the home in order to adapt to future raised elevations. The property will slope from the existing front yard elevation and gradually arrive at the first floor slab. The Applicant will work with the Public Works Department to further address sea level rise projections with respect to the right-of-way connections.

- (6) The ground floor, driveways, and garage ramping for new construction shall be adaptable to the raising of public rights-of-ways and adjacent land.**

The Applicant has taken into consideration the raising of public rights-of-ways and has designed the proposed home accordingly. The additional 1' of freeboard used to elevate the home will allow raising of the front yard to address the future raising of the streets.

- (7) Where feasible and appropriate, all critical mechanical and electrical systems shall be located above base flood elevation.**

Proper precautions will be taken to ensure the critical mechanical and electrical systems are located above base flood elevation.

- (8) Existing buildings shall be, where reasonably feasible and appropriate, elevated to the base flood elevation.**

This is not applicable as the Property is vacant and the lot split application will result in construction of two (2) new single family homes.

- (9) When habitable space is located below the base flood elevation plus City of Miami Beach Freeboard, wet or dry flood proofing systems will be provided in accordance with Chapter of 54 of the City Code.**

No wet or dry flood proofing will be necessary as all habitable space will be located above base flood elevation plus City of Miami Beach Freeboard of 1'.

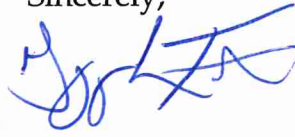
- (10) Where feasible and appropriate, water retention systems shall be provided.**

The Applicant has incorporated Shallow Retention Areas ("SRAs") to direct and collect rainwater on the proposed plan. At time of permitting, the Applicant will engage the services of a civil engineer to analyze and provide the subsurface drainage design. Accordingly, a water retention system will be provided

Mr. Thomas Mooney
September 28, 2018
Page 6 of 6

Conclusion. We believe that the approval of the application will permit the development of two beautiful single-family homes on the Property that will be compatible with the character of the residential neighborhood. We look forward to your favorable review of the application. If you have any questions or comments in the interim, please give me a call at 305-374-5300

Sincerely,


FOR Mickey Marrero



rdr miami | public hearing notification services

certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

August 1, 2018

City of Miami Beach
Planning Department
1700 Convention Center Dr.
Miami Beach, FL 33139

Re: Property Owners List within 375 feet of:

SUBJECT: 320 S Hibiscus Drive., Miami Beach, FL 33139

FOLIO NUMBER: 02-3232-006-0110

LEGAL DESCRIPTION: HIBISCUS ISLAND PB 8-75 LOTS 11 & 12 & 20FT STR IN BAY ADJ
& LOT 13 BLK 1

This is to certify that the attached ownership list, map and mailing labels are a complete and accurate representation of the real estate property and property owners within 375 feet radius of the external boundaries of the subject property listed above, including the subject property. This reflects the most current records on the file in Miami-Dade County Property Appraisers' Office.

Sincerely,

Diana B. Rio

Total number of property owners without repetition: **38, including 0 international**



rdr miami | public hearing notification services

certified lists of property owners within a specific radius + radius maps + mailing labels + mailouts + notice of public hearing site posting
rdrmiami.com | diana@rdrmiami.com | 305.498.1614

375' RADIUS MAP



SUBJECT: 320 S Hibiscus Drive., Miami Beach, FL 33139

FOLIO NUMBER: 02-3232-006-0110

LEGAL DESCRIPTION: HIBISCUS ISLAND PB 8-75 LOTS 11 & 12 & 20FT STR IN BAY ADJ
& LOT 13 BLK 1

306 HIBISCUS LLC
306 S HIBISCUS DR
MIAMI BEACH, FL 33139

AHUVA RETTER TRS
AHUVA RETTER
330 N HIBISCUS DR
MIAMI BEACH, FL 33139

ANATOLY PETUKHOV
50 S POINTE DR #2902
MIAMI BEACH, FL 33139

BARBARA TRUSHIN TRS
BARBARA TRUSHIN REVOCABLE TR
360 N HIBISCUS DR
MIAMI BEACH, FL 33139

BEATRICE BRODIE
HARRY KAISER
160 N HIBISCUS DR
MIAMI BEACH, FL 33139

BURTON P LEIBOWITZ &W KAREN S
115 W 4 CT
MIAMI BEACH, FL 33139-5115

CHARLES SCOTT FELDMAYER
EVA YOSEPH
295 S HIBISCUS DR
MIAMI BEACH, FL 33139

DEUTSCHE BANK TR
CO AMERICAS TR
RESIDENTIAL ACCREDITI LOANS INC
1001 SEMMES AVE
RICHMOND, VA 23224

GRATITUDE CAPITAL LLC
1100 WEST AVE 820
MIAMI BEACH, FL 33139

GUY H MEURRENS &W EDIT
340 S HIBISCUS DR
MIAMI BEACH, FL 33139-5134

HERBERT KERN TRUST
320 S HIBISCUS DR
MIAMI BEACH, FL 33139-5134

HIBISCUS WEST 4TH CT LLC
375 HIBISCUS DR
MIAMI BEACH, FL 33139

IAN KAPLAN
305 N HIBISCUS DR
MIAMI BEACH, FL 33139

JAMES F JORDEN &W JOSEPHINE CICCHETTI
355 N HIBISCUS DR
MIAMI BEACH, FL 33139-5123

JASON C GOLDSTEIN
333 S HIBISCUS DRIVE
MIAMI BEACH, FL 33139

JOSE A ALBISU M.D.
614 FOREST AVE
EVANSTON, IL 60202

LEON ZWICK TRS
LEON ZWICK REVOCABLE LIV TR
ELIAS ZWICK
940 LINCOLN RD # 301
MIAMI BEACH, FL 33139

LOURDES RODRIGUEZ
PO BOX 1246
DANIA BEACH, FL 33004

MAICAR REALTY LLC
407 LINCOLN RD # 9D
MIAMI BEACH, FL 33139

MAICAR REALTY LLC
C/O ERIC J GRABOIS PL
1666 79TH STREET CSWY STE 500
NORTH BAY VILLAGE, FL 33141-4178

MARIANA FERNANDES VIEIRA
320 N HIBISCUS DR
MIAMI BEACH, FL 33139

MARK E WILLIAMSON &W MARIA A
WILLIAMSON
290 S HIBISCUS ISLAND
MIAMI BEACH, FL 33139

MARK GARRITY
333 N HIBISCUS DR
MIAMI BEACH, FL 33139-5123

MARY ANN MCILRAITH TRS
MARY ANN MCILRAITH REVO LIVING TR
294 S HIBISCUS DR
MIAMI BEACH, FL 33139

MARY J SIMCOX TRS
MARY J SIMCOX REV TR
345 N HIBISCUS DR
MIAMI BEACH, FL 33139

MATTHEW S BALCH
290 N HIBISCUS DR
MIAMI BEACH, FL 33139-5172

MICHAEL ROSEN &W STEPHANIE
550 MAMARONECK AVE STE 505
HARRISON, NY 10528

NICHOLAS NAMIAS &W BETH
1075 W 46 ST
MIAMI BEACH, FL 33140

QUANTUM EQUITY ONE LLC
17749 COLLINS AVE #2501
SUNNY ISLES, FL 33160

RACHEL ROCHSTEIN
115 W 2 CT HIBISCUS ISLE
MIAMI BEACH, FL 33139-5108

RANDY J SLAGER &W SYBIL K BAIRD JTRS
PO BOX 190479
MIAMI BEACH, FL 33119

ROGER BLUM &W MARIE
363 S HIBISCUS DR
MIAMI BEACH, FL 33139-5177

SARA CHIZ (TRUST)
118 W 3 CT
MIAMI BEACH, FL 33139-5113

STEVEN A SCHNUR
297 N HIBISCUS DR
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SUSAN MACHADO
375 S HIBISCUS DR
MIAMI BEACH, FL 33139-5177

THIERRY TASTIEL TRS
TASTIEL DOMBARD REVOCABLE TR
ANNE DOMBARD TRS
285 S HIBISCUS DR
MIAMI BEACH, FL 33139

TINA MARIE SIMCOX
289 N HIBISCUS DR
MIAMI BEACH, FL 33139-5121

TOP BRIDGE LLC
370 S HIBISCUS DR
MIAMI BEACH, FL 33139

Name	Address	City	State	Zip	Country
306 HIBISCUS LLC	306 S HIBISCUS DR	MIAMI BEACH	FL	33139	USA
AHUVA RETTER TRS AHUVA RETTER	330 N HIBISCUS DR	MIAMI BEACH	FL	33139	USA
ANATOLY PETUKHOV	50 S POINTE DR #2902	MIAMI BEACH	FL	33139	USA
BARBARA TRUSHIN TRS BARBARA TRUSHIN REVOCABLE TR	360 N HIBISCUS DR	MIAMI BEACH	FL	33139	USA
BEATRICE BRODIE HARRY KAISER	160 N HIBISCUS DR	MIAMI BEACH	FL	33139	USA
BURTON P LEIBOWITZ &W KAREN S	115 W 4 CT	MIAMI BEACH	FL	33139-5115	USA
CHARLES SCOTT FELDMAYER EVA YOSEPH	295 S HIBISCUS DR	MIAMI BEACH	FL	33139	USA
DEUTSCHE BANK TR CO AMERICAS TR RESIDENTIAL ACCREDITI LOANS INC	1001 SEMMES AVE	RICHMOND	VA	23224	USA
GRATITUDE CAPITAL LLC	1100 WEST AVE 820	MIAMI BEACH	FL	33139	USA
GUY H MEURRENS &W EDIT	340 S HIBISCUS DR	MIAMI BEACH	FL	33139-5134	USA
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JOSE A ALBISU M.D.	614 FOREST AVE	EVANSTON	IL	60202	USA
LEON ZWICK TRS LEON ZWICK REVOCABLE LIV TR ELIAS ZWICK	940 LINCOLN RD # 301	MIAMI BEACH	FL	33139	USA
LOURDES RODRIGUEZ	PO BOX 1246	DANIA BEACH	FL	33004	USA
MAICAR REALTY LLC	407 LINCOLN RD # 9D	MIAMI BEACH	FL	33139	USA
MAICAR REALTY LLC C/O ERIC J GRABOIS PL	1666 79TH STREET CSWY STE 500	NORTH BAY VILLAGE	FL	33141-4178	USA
MARIANA FERNANDES VIEIRA	320 N HIBISCUS DR	MIAMI BEACH	FL	33139	USA
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NICHOLAS NAMIAS &W BETH	1075 W 46 ST	MIAMI BEACH	FL	33140	USA
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RACHEL ROCHSTEIN	115 W 2 CT HIBISCUS ISLE	MIAMI BEACH	FL	33139-5108	USA
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Planning Department, 1700 Convention Center Drive 2nd Floor
Miami Beach, Florida 33139, www.miamibeachfl.gov
305.673.7550

Property address:

Board:

Date:

320 S. Hibiscus DR. BOARD APPLICATION CHECK LIST PB 18-0220

7/27/18

A pre-application meeting must be scheduled with the Board staff to review all submittals.
Applications that require a traffic study must meet 60 days* prior to CAP first submittal deadline with Planning staff, Transportation Department and peer reviewer to determine the methodology for the traffic impact study.
After this meeting the applicant must create a CAP application in order to be invoiced and pay fees.
Applicant must submit online (CAP) the traffic study 30 days prior to CAP first submittal (see Transportation Department list requirements).
Transportation Department/Peer Reviewer will submit first round of comments 15 days prior first submittal.
Applicant must address comments and submit revised traffic study/plans for CAP first submittal deadline.
Pre-application meetings for applications that doesn't required a traffic study are schedule on a first come first serve basis and must occur no later that five(5) business days prior to the Cap first submittal
Incomplete, or submittals found to be insufficient will not be placed on a Board agenda.

ITEM CAP FIRST SUBMITTAL

#	To be uploaded online (CAP) by the applicant before 5:00 pm on first submittal deadline.	Required
1	Application Fee shall be paid after pre-application meeting and before the first submittal.	X
2	Copy of signed and dated check list issued at pre-application meeting.	X
3	Completed Board Application, Affidavits & Disclosures of Interest (original signatures).	X
4	Letter of Intent dated and signed with details of application request. (see also Items # 43,44,45 and 46).	X
5	Mailing Labels (2 printed sets and a CD including: Property owner's list and Original certified letter from provider, see Item #52).	X
6	Copies of all current or previously active Business Tax Receipts.	
7	School Concurrency Application, for projects with a net increase in residential units (no SFH). (Provide Planning Department Miami Dade - School Concurrency list).	
8	Survey (original signed & sealed) dated less than 6 months old at the time of application. Provide: lot area, grade per Section 114-1 of the City Code. (If no sidewalk exists, provide the elevation of the crown of the road) and spot elevations.	X
9	Architectural Plans and Exhibits (must be 11"x 17" size): ALL PLANS MUST BE DIMENSIONED AND LEGIBLE. INCLUDE A GRAPHIC SCALE.	X
a	Cover Sheet with bullet point scope of work, clearly labeled "First Submittal" and dated with First Submittal deadline date.	X
b	Copy of the original survey	X
c	All Applicable Zoning Information (Use Planning Department zoning data sheet format).	X
d	Location Plan, Min 4"x6" Color Aerial 1/2 mile radius, showing name of streets and project site identified.	X
e	Full legal description of the property if not included in survey (for lengthy legal descriptions, attach as a separate document if necessary).	X
f	Existing FAR Shaded Diagrams (Single Family Districts: Unit Size and Lot Coverage Shaded Diagrams).	X
g	Proposed FAR Shaded Diagrams(Single Family Districts: Unit Size and Lot Coverage Shaded Diagrams).	X
h	Site Plan (fully dimensioned with setbacks, existing and proposed, including adjacent right-of-way widths).	X
i	Current color photographs, dated, Min 4"x 6" of project site and existing structures (no Google images)	X
j	Current, color photographs, dated, Min 4"x6" of interior space (no Google images)	X
k	Current color photographs, dated, Min 4"x 6" of context, corner to corner, across the street and surrounding properties with a key directional plan (no Google images)	X

* 60 day lead time for projects including traffic studies is necessary to ensure completion of review by final submittal deadline and scheduling for hearing.

Indicate N/A If Not Applicable

Initials: L

MIAMI BEACH

Planning Department, 1700 Convention Center Drive 2nd Floor
Miami Beach, Florida 33139, www.miamibeachfl.gov
305.673.7550

Property address:

l	Existing Conditions Drawings (Floor Plans & Elevations with dimensions). Number of seats, furniture layout if applicable	X
m	Demolition Plans (Floor Plans & Elevations with dimensions)	X
n	Proposed Floor Plans and Roof Plan, including mechanical equipment plan and section marks. Plans shall indicate location of all property lines and setbacks.	concept n/A _x
o	Proposed Elevations, materials & finishes noted (showing grade, base flood elevation, heights in NGVD values and free board if applicable)	on 1/11/18 _x
p	Proposed Section Drawings	n/A _x
q	Color Renderings (elevations and three dimensional perspective drawings).	
10	Landscape Plans and Exhibits (must be 11"x 17" size):	
a	Landscape Plan - street and onsite - identifying existing, proposed landscape material, lighting, irrigation, raised curbs, tree survey and tree disposition plan, as well as underground and overhead utilities when street trees are required.	TREE SURVEY only X
b	Hardscape Plan, i.e. paving materials, pattern, etc.	
ITEM CAP FIRST SUBMITTAL		
#	ADDITIONAL INFORMATION AS MAY BE REQUIRED AT THE PRE-APPLICATION MEETING	Required
11	Copy of original Building Permit Card, & Microfilm, if available.	
12	Copy of previously approved building permits. (provide building permit number).	
13	Copy of previously recorded Final Orders if applicable.	
14	Existing and Proposed detailed topographic survey depicting existing spot grades (NAVD) as well as all underground/overhead utilities and easements/agreements with recordation data. See Part 1 / Section 1 / A. Surveying & Mapping Standards and submittal Requirements of the Public Works Manual. http://www.miamibeachfl.gov/publicworks/engineering/engineeringmanual.aspx?id=12920	
15	Vacant or Unoccupied structures or sites shall provide recent photographic evidence that the site and structure are secured and maintained. The applicant shall obtain and post a No Trespassing Sign from the City's Police Department.	
16	Historic Resources Report (This report shall include, but shall not be limited to, copy of the original Building Permit Card and any subsequent evolution, Microfilm, existing condition analysis, photographic and written description of the history and evolution of the original building on the site, all available historic data including original plans, historic photographs and permit history of the structure).	
17	Contextual Elevation Line Drawings, corner to corner, across the street and surrounding properties (dated).	
18	Line of Sight studies.	
19	Structural Analysis of existing building including methodology for shoring and bracing.	
20	Proposed exterior and interior lighting plan, including photometric calculations.	
21	Exploded Axonometric Diagram (showing second floor in relationship to first floor).	
22	Neighborhood Context Study.	
23	Required yards open space calculations and shaded diagrams.	
24	Required yards section drawings.	
25	Variance and/or Waiver Diagram	
26	Schematic signage program	
27	Detailed sign(s) with dimensions and elevation drawings showing exact location.	
28	Elevation drawings showing area of building façade for sign calculation (Building ID signs).	
29	Daytime and nighttime renderings for illuminated signs.	
30	Floor Plan Indicating area where alcoholic beverages will be displayed.	
31	Survey showing width of the canal (Dimension shall be certified by a surveyor)	

Indicate N/A If Not Applicable

Initials: IL

Planning Department, 1700 Convention Center Drive 2nd Floor
 Miami Beach, Florida 33139, www.miamibeachfl.gov
 305.673.7550

Property address:

32	Site Plan showing total projection of structures from seawall, location and dimension of all structures inclusive of dock, mooring piles, boat lift, etc.	
33	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.	
34	Technical specifications of the boat lift and/ or boat, ship of vessel to be docked or moored.	
35	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.	
36	Scaled, signed, sealed and dated specific purpose survey (Alcohol License/Distance Separation) distance shown on survey with a straight line.	
37	Proposed Operational Plan: Include deliveries and trash pickup times, hours of operations, number of employees, security and restaurant menu (if applicable).	
38	Maneuvering plan for loading within the existing/proposed conditions, delivery and garbage trucks size (length and width).	
39	Traffic Study, Site plan(s) : Revised version addressing first round of comments from Transportation Department and peer review.	
40	Sound Study report	
41	Site Plan (Identify streets and alleys)	
a	Identify: setbacks _____ Height _____ Drive aisle widths _____ Streets and sidewalks widths _____	
b	# parking spaces & dimensions _____ Loading spaces locations & dimensions _____	
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	
42	Floor Plan (dimensioned)	
a	Total floor area _____ Identify # seats indoors _____ outdoors _____ seating in public right of way _____ Total _____	
b	Occupancy load indoors and outdoors per venue _____ Total when applicable _____	
43	Letter of Intent - Waivers : Detailed list of all Waivers from the Land Development Regulations that are being requested as part of the application.	
44	Letter of Intent - Sea level rise and resiliency: Include and respond to all review criteria per section 133-50 of the City Code.	X
45	Letter of Intent - Variances: Include and respond to all review guidelines in the code as follows:	
a	Section 118-53 (d) of the City Code for each Variance.	
46	In the Letter of Intent for Planning Board include and respond to all review guidelines in the code as follows:	X
a	For Conditional Use -Section 118-192 (a)(1)-(7)	
b	CU -Entertainment Establishments - Section 142-1362 (a)(1)-(9)	
c	CU - Mechanical Parking - Section 130-38 (3)(c)(i)(1)-(2) & (4)(a)-(k)	
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 application instructions	
Notes: The applicant is responsible for checking above referenced sections of the Code. If not applicable write N/A		X

Indicate N/A If Not Applicable

Initials: TL

Planning Department, 1700 Convention Center Drive 2nd Floor
Miami Beach, Florida 33139, www.miamibeachfl.gov
305.673.7550

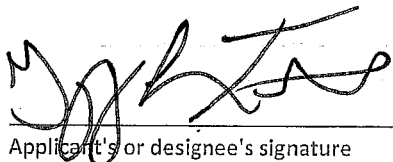
Property Address:

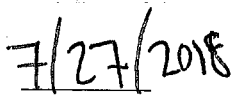
CAP FINAL SUBMITTAL:	
ITEM #	Revised and/or supplemented documents and drawings to address Staff Comments. Plans should be clearly labeled "Final Submittal" and dated with Final Submittal deadline date. To be uploaded online (CAP) by the applicant before 5:00 pm on final submittal deadline. Staff will review and issue a notice to proceed to Paper final submittal or to continue if the application is still incomplete.
47	Traffic Study, Site plan(s): This is the final traffic study including any modifications required to address comments from the Citi's Transportation Department. Any required permit by FDOT should be obtained prior to CAP Final submittal.

PAPER FINAL SUBMITTAL:		Required
48	Original application with all signed and notarized applicable affidavits and disclosures.	X
49	Original of all applicable items.	X
50	One (1) signed and sealed 11"X17" bound, collated set of all the required documents.	X
51	14 collated copies of all the above documents	X
52	One (1) CD/DVD with electronic copy of entire final application package (plans, application, Letter of Intent, traffic/sound study, etc.) see details for CD/DVD formatting.	X
53	Traffic Study (Hard copy)	
54	Sound Study (Hard copy)	
55	Mailing Labels - 2 printed sets and a CD including: Property owner's list and Original certified letter from provider.	X

NOTES:

- A. Other information/documentation required for first submittal will be identified during pre-application meeting.
- B. Is the responsibility of the applicant to make sure that the CAP submittal, Paper Submittal (sets, 14 copies) and electronic version on CD are consistent.
- C. Plan revisions and supplemental documentation will not be accepted after the Final Submittal deadline
- D. All documents required for Board applications must be submitted in an electronic format (PDF) via CD in the manner 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.
- E. 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, as applicable.


Applicant's or designee's signature


Date