



Planning Division
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Development Review Application

Project Name:	Tax Parcel Number:
Property Address:	
First Step Meeting Date:	GRU Project Meeting Date:

Project Description: Please provide a description of your proposed development.

Proposed Uses/Types of Development (check all that apply):

Residential	Density	Non-residential	
Single-family	Units/acre:	Commercial	Office
Multi-family	Total bedrooms:	Industrial	Other
		Gross Floor Area:	

Project Management

Owner(s) of Record	
Name(s):	
Mailing Address:	
City, State, Zip:	
Phone:	E-mail:

Applicant/Engineer of Record/Project Coordinator	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Phone:	E-mail:
Additional users to be granted access for e-plan review:	
Name:	E-mail:
Name:	E-mail:

Level of Review (check one)

Minor (rapid)	Intermediate	Major	Concept	Master
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Applicant Signature: _____

Date: _____

Development Review Sufficiency Checklist

Please fill out and upload with submittal. Each column should be addressed and filled out with a “Y” for met or “N/A” if it does not apply to the project. Sheet numbers must be included for all items. If information is incorrect or missing, the checklist will be returned at prescreen for corrections.

Sustainable Development	Met (Y or N/A)	Sheet #
Property owner affidavit		
Boundary survey with legal description		
Neighborhood workshop information (Intermediate/Major only)		
Site Plan		
Building elevations with basic floorplans		
Glazing calculations		
Landscape plan		
Construction staging plan		
Utility plan		
Fire flow calculations		
Environmental inventory of regulated resources – including wetlands, surface waters, and natural and archaeological resources		
Protection plan for regulated environmental resources identified – this can include demonstration of adherence to required buffers, conservation set asides and management plans, monitoring plans, and plans to limit access		
For regulated resources potentially impacted, an environmental mitigation plan is required. Criteria for avoidance and minimization of impacts shall be addressed		
Photometric/lighting plan		
Transportation and Mobility		
Trip generation		
Traffic study (if required)		
TMPA fee (if required)		
UF Context Area fee (if required)		
Public Works		
Applicant shall comply with the Stormwater Management chapter in the Engineering Design and Construction Manual (EDCM)		
Applicant shall comply with the Roadway Design chapter in the EDCM		
Applicant shall comply with the Site Design chapter in the EDCM		
Applicant shall comply with the Submittal Requirements chapter in the EDCM		
Applicant shall comply with the Construction chapter in the EDCM		

GRU General		
Plan Review fees		
Utility Agreement Form with applicable attachments as shown on Page 2 of the Utility Agreement Form		
Electric Conduit Agreement		
Rental Lighting Application (if applicable)		
Grease Interceptor Application (if applicable)		
Potable and wastewater demand calculations (if shown on plans, indicate plan sheet)		
Signed and sealed NFPA 1 and ISO fire flow calculations (see appendix E of water/wastewater standards for a copy of ISO 2008)		
AutoCAD drawing file of water and wastewater utilities with pipe sizes, fittings, and valves clearly labeled as well as the dxf layer for electric. If other utilities are proposed, those utilities must also be included.		
Clear and legible plans on 24" x 36" sheets, signed and sealed		
Coordination with an electric engineer or tech and provide a layout on plan? If yes, provide name		
Contact information, owners name, project name, address, and phase(s)		
GRU energy delivery electric system design reflecting proposed W/WW utility design. Note on cover page/plans as Electric Design Provided by GRU Energy Delivery		
All GRU standard utility notes shown on utility plans (see section 1. III.C.21 of the GRU Water/Wastewater design standards)		
Project location map with north arrow		
Show and label all existing/proposed easements with setbacks for utilities on the utility master site plan (note 'end of GRU maintenance'). Provide OR Book and Page for existing easements. Maximum size allowed is 1"=40' scale.		
Right-of-way lines and Street Names		
Parcels and/or lot numbers of site location and adjacent property		
Proposed structures (i.e. buildings, walls, fences, signs)		
Signed and sealed boundary survey, including legal description and parcel number(s)		
Show and label connections to existing utilities. Label existing facilities including elevations of manhole tops and inverts, pipe diameter and materials for all utilities that cross and/or are adjacent to the property.		
Proposed off-site utility extensions to the point of availability, showing the affected off-site parcels/properties/proposed easements		
Landscape plan reflecting all proposed utility connections		
Building minimum finished floor elevations		
Building footprints, labeled building setback lines and build-to lines, decorative masonry walls, fences, signs and landscaped buffer areas		

Utility space allocation cross sections for each different road section, alley, and PUE including street and locations if roads or alleys are included in project		
For subdivisions, provide plat		
Identify lot numbers and street names in some fashion (names may change prior to permit issuance)		
GRU Water/Wastewater		
Application by engineer that W/WW/RCW system design is in accordance with GRU Design and Material standards		
Copy of development master plan including phasing schedule, unless plans include all potential future development		
Show temporary construction water source with reduced pressure back flow preventer (RPBFP)		
Indicate and label source of irrigation water if there is landscaping		
If water/wastewater infrastructure is illegible on master plan, provide on multiple sheets		
Plan and profile views are required for gravity sewer and force mains. All WW system plan and profile sheets at 1" = 30' max horizontal scale and 1" = 5' max vertical scale. (Exceptions accepted at GRU discretion)		
All materials clearly labeled (pipe including diameter, material and slope, valves, fire hydrants, fire sprinkler lines, water meters, RPBFP, fittings, manholes including elevations, services, clean outs with top and invert elevations, sizes, types, slopes and associated appurtenances"		
Existing and proposed site contours must be shown on utility plan		
Master paving and drainage plan reflecting all stormwater facilities, retention or detention ponds with elevations (clearly indicate design high water level and 100 year flood elevations)		
Grease Interceptor or Oil/Water Separator must be shown (for applicable projects)		
Standard WW Pump Station design drawings for GRU O&M stations (Private O&M WW pump stations shall include signed and sealed design calculations, i.e. system head curve, pump curve/specs, If lift station is included in project)		
GRU Electric		
All proposed electric infrastructure shown to scale per EDSG		
Proposed meter/service delivery point shown		
If using GRU Rental Lights, GRU will provide conduit layout. Owner to provide photometric plan.		
All electric equipment, cable/conduits must be contained within a PUE and coordinated with GRU Real Estate		
Provide proper clearances around all electric structures and equipment as per EDSG		
Provide required voltage (single phase or three phase) and any load information that you have		

GRU Gas		
Gas shown on plans		
Gas usage statement: include notes on items contractor will provide to mitigate aid in construction costs and whether there will be natural gas generator on-site		
Gas meter location		
Acceptable service delivery point		
Include gas department notification statements, one week for demolition services, 72 hours prior to casing installations, one week for gas main installations and 72 hours for meter set		
GRUCom		
Are you considering GRUCom services		