

## **PROCEDURES FOR FAST TRACKING PLAT APPLICATIONS FOR DEVELOPMENTS REQUIRING APPROVAL AT PUBLIC HEARING OR ADMINISTRATIVE REVIEW**

The Fast Track Plat procedure is available to developers who wish to start the procedure for review of plat applications prior to the expiration of the appeal period for a zoning public hearing, prior to final approval of an Administrative Site Plan Review (ASPR) or Administrative Review such as Severable Use Rights (SUR). In this regard, however, developers are strongly encouraged to obtain tentative recommendations on their appropriate request from the Department of Planning and Zoning (or Developmental Impact Committee if applicable) in order to determine the practicality of undertaking this procedure since the zoning public hearing decision, ASPR decision or Administrative Review may necessitate major revisions to the plat at the developers expense. Please be advised that this procedure does not apply to dry runs.

It is contemplated that this procedure will save developers time by allowing paving and drainage and water and sewer plans to be submitted to and reviewed by the Public Works Department and Miami-Dade Water and Sewer Department respectively prior to the outcome of a zoning public hearing, ASPR, or Administrative Review. However, approval of the tentative plat subject to approval of the zoning request as described below will first be required. Following is a step by step outline of the Fast Track Plat procedure.

1. The developer/applicant must first submit an application for a zoning public hearing or Administrative Review to the Department of Planning and Zoning.
2. The developer/applicant then applies for tentative plat approval with the Subdivision/Platting Section of the Public Works Department and pays the appropriate fee.
3. The Fast Track Plat Agreement (sample attached) is submitted to the Public Works Department at the same time application for tentative plat approval is made with a copy furnished by the applicant attached to each copy of the tentative plat. In addition, six (6) copies of the zoning application and plans must be submitted to the Subdivision/Platting Section of the Public Works Department.
4. The Public Works Department will distribute copies of the tentative plat application and related materials to the respective County departments.
5. The Plat Committee will meet and each department reviewing elements of the plat application will comment as if the public hearing, ASPR or Administrative Review had been approved. Any approval granted at this time will be indicated on the plans as tentative since it is subject to the decision of the public hearing, ASPR or Administrative Review.

6. Once every member of the department of the Plat Committee has granted a tentative approval, the tentative plat and action sheet will be marked "Approved subject to the approval of public hearing, ASPR, or Administrative Review Application No. \_\_\_\_\_, and plans prepared by \_\_\_\_\_ dated \_\_\_\_\_," (when plan(s) is/are required)
7. At this point, the developer/applicant can submit paving and drainage plans to the Public Works Department for review. The Miami-Dade Water and Sewer Department will also review water and sewer plans at this time. No permits will be issued until official tentative plat approval is given.
8. The developer/applicant is responsible for scheduling the tentative plat for official approval by notifying the Subdivision/Platting Section of the Public Works Department after confirming that an appeal of the zoning public hearing decision had not been filed. It is expected that the applicant will make and secure from respective departments the approval of all modifications to the plat required by the hearing body, ASPR, or Administrative Review before scheduling this item on the Plat Committee Agenda for final action. Where no plat modifications are required by the hearing body, ASPR or Administrative Review, it is expected that official tentative plat approval will be granted without additional review by any County department.
9. The Department of Planning and Zoning representative to the Plat Committee will be responsible for verifying, prior to final action of the Plat Committee on the tentative plat, that an appeal of the zoning hearing decision has not been filed.

## **FAST TRACK PLAT AGREEMENT**

1. The undersigned \_\_\_\_\_ is the owner of certain real property more particularly described as:
2. The undersigned proposes to develop the above referenced real property by constructing \_\_\_\_\_.
3. The undersigned acknowledges that zoning approval of public hearing application, ASPR or Administrative Review and platting of the subject property are prerequisites to the issuance of building permit(s) by the Building Department for the above noted proposed development.
4. The undersigned acknowledges that the tentative plat no. T\_\_\_\_\_ shall be tentatively approved subject to approval of the public hearing, ASPR, or Administrative Review application no. \_\_\_\_\_ and plan(s) prepared by, and dated \_\_\_\_\_. (when plan is required)
5. The undersigned acknowledges that no concurrency review or approval is granted at the time of fast track plat approval.
6. The undersigned acknowledges that approvals of the tentative plat by member departments of the Plat Committee reviewing same are subject to the decision of the hearing body or County departments considering the zoning request.
7. The undersigned agrees that any approval granted or action taken by the Plat Committee or a member department of the Plat Committee on the plat application is not to be the subject of discussion before the hearing board considering the zoning request.
8. The undersigned acknowledges that he/she has voluntarily elected to follow the fast track plat procedure and is doing so at his/her own risk and expense.
9. The undersigned does hereby release and discharge Miami-Dade County, Florida, from and against any and all claims, demands, damages, costs or expenses arising out of or resulting from the decision of the hearing body on the zoning request insofar as its effect on any department's approval previously granted on the tentative plat application.

10. In the event of litigation arising out of this agreement, the prevailing party shall be entitled to recover costs, including reasonable attorney's fees.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Print Name

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:\_\_\_\_\_

SEAL