

SECTION 11.0 INCREMENTAL MASTER DEVELOPMENT PLAN

Section 11.01 Introduction

A Master Development Plan Map is a general representation of an approved plan of development as required by Section 5.03.02.G of the Land Development Code. The review is based on consistency with the Comprehensive Plan, the Land Development Code, and the governing Ordinance. Incremental Master Development Plans are submitted to the Planning & Zoning Division of the Growth Management Department.

ADDRESS: 4040 Lewis Speedway
St. Augustine, FL 32084

Section 11.02 Application Process

One (1) copy (unless otherwise noted) of the following items must be included with an Incremental Master Development Plan (MDP):

- A. Application
- B. Proof of Ownership
- C. Legal Description of subject property
- D. Owner's Authorization for Agent (with original signatures)
- E. Proposed Master Development Plan Map
 - 1. Please note, a minimum of 5 copies of a legible scale map meeting minimum size of 18 1/2" x 25 1/2" with a 1/2" margin on the right, top and bottom must be provided each submittal.
 - 2. The MDP Map shall be depicted on the appropriate number of sheets to accommodate review of the site.
- F. [Filing Fee](#)

Section 11.03 Review/Approval Process

- A. Complete application package is submitted to the Planning and Zoning Division, reviewed for completeness and fee is processed.
- B. Application is routed to reviewing departments; reviewing departments have 5 days to review and provide comments to the Planning and Zoning Division. The review status of your application can also be monitored from the [St. Johns County web page](#).

- C. Reviewing department comments are compiled and one of the following will occur:
1. The comment report is sent to the applicant or his/her representative for additional information or specific comments to be addressed. Comments should be addressed in a resubmittal at the Planning and Zoning Division. Resubmittals from the applicant are routed to appropriate reviewing departments for 5 working days.
 2. Applicant is notified the application is complete and to submit the mylar along with appropriate recording fees.

A Master Development Plan Map will be recorded in the Clerk of Courts' Office. The Mylar size must be 18 ½" X 25 ½" with ½" margin on the right, top and bottom and a 3" margin on the left side, prepared on a Mylar of 3-mil quality. Checks should be made payable to the St. Johns County Clerk of Courts.

Please note that the following "approval block" must be included on all Master Development Plans:

The Master Development Plan Map is a general representation of the approved plan of development. Final construction and engineering plans must demonstrate compliance with all requirements of the PUD/PRD and other applicable land development regulations.

APPROVED: _____

DATE: _____

ORDINANCE NUMBER: _____

FILE NUMBER: _____

St. Johns County Procedures for Incremental Master Development Plan

