

**APPLICATION
MONROE COUNTY
PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT**



Request for Placement of Temporary Emergency Housing for Relief Workers

An application must be deemed complete and in compliance with the Monroe County Code by the staff prior to the item being scheduled for review by BOCC.

Date of Submittal: _____ / _____ / _____
Month Day Year

Applicant/Agent Authorized to Act for the Property Owner:

Applicant (Name of Person, Business / Organization)

Name of Person Submitting this Application

Mailing Address (Street, City, State and Zip Code)

Daytime Phone

Email Address

Property Owner of Property Proposed for Emergency Housing for Relief Workers:

(Name/Entity)

Contact Person

Mailing Address (Street, City, State and Zip Code)

Daytime Phone

Email Address

Location and Legal Description of Proposed Property for Emergency Housing for Relief Workers:

(If in metes and bounds, attach legal description on separate sheet)

Block

Lot

Subdivision

Key

Parcel ID Number

Alternate Key Number

Street Address (Street, City, State, Zip Code)

Approximate Mile Marker

APPLICATION

Location and Legal Description of Project Property Associated With Emergency Housing for Relief Workers:

(If in metes and bounds, attach legal description on separate sheet)

Block	Lot	Subdivision	Key
Real Estate (RE) / Parcel ID Number		Alternate Key Number	
Street Address (Street, City, State, Zip Code)		Approximate Mile Marker	

Business/Organization Name of Associated Project: _____

Land Use District Designation of Property Proposed for Emergency Housing for Relief Workers : _____

Tier Designation of Property Proposed for Emergency Housing for Relief Workers : _____

Present Land Use of Property Proposed for Emergency Housing for Relief Workers : _____

All of the following must be submitted in order to have a complete application submittal:

(Please check as you attach each required item to the application)

- Completed application form
- Proof of ownership for proposed property (i.e. Warranty Deed)
- Current property record card(s) from the Monroe County Property Appraiser
- Photograph(s) of site from adjacent roadway
- Written description of associated project including the commencement and termination dates of the project and number of emergency housing units proposed
- Site Plan, the following must be indicated:
 - o Setbacks
 - o Location of proposed emergency housing
 - o Location of utility hookups (electric, water, sewer). Please indicate if existing or new.

If applicable, the following must be submitted in order to have a complete application submittal:

- Notarized Agent Authorization
- Boundary Survey

APPLICATION

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

* * * * *

The applicant/owner hereby acknowledges and agrees that any staff discussions or negotiations about conditions of approval are preliminary only, and are not final, nor are they the specific conditions or demands required to gain approval of the application, unless the conditions or demands are actually included in writing in the final development order or the final denial determination or order.

By signing this application, the owner of the subject property authorizes the Monroe County Planning & Environmental Resources staff to conduct all necessary site visits and inspections on the subject property.

I, the Applicant, certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Signature of Applicant: _____ **Date:** _____

STATE OF _____

COUNTY OF _____

Sworn to and subscribed before me, by means of either physical presence OR online notarization,

on ____ day of _____, 20____, by _____
(PRINT NAME OF PERSON MAKING STATEMENT)

Who is personally known to me OR produced _____ as
(TYPE OF ID PRODUCED)
identification.

SIGNATURE OF NOTARY PUBLIC

PRINT, TYPE OR STAMP COMMISSIONED
NAME OF NOTARY PUBLIC
MY COMMISSION EXPIRES:

Send complete application package to:

**Monroe County Planning & Environmental Resources Department
Marathon Government Center
2798 Overseas Highway, Suite 400
Marathon, FL 33050**