



City of Wildwood, Florida
Development Services Department
100 N. Main St., Wildwood, FL 34785
Tel: 352.330.1334 Fax: 352.330.1338
www.wildwood-fl.gov

Staff Use Only	
Case No.:	_____
Fee Paid:	_____
Receipt No.:	_____

Contact Information:

Conditional Use Permit Application

Applicant Name: _____ Phone: _____
 Address: _____ E-mail: _____
 Owner Name: _____ Phone: _____
 Address: _____ E-mail: _____
 Engineer Name: _____ Phone: _____
 Address: _____ E-mail: _____

Property and Project Information:

PROJECT NAME*: _____

*A project name is required for all submissions. Please choose a unique name for your project.

Property Address: _____
 List Parcel Number(s): _____
 Current Use of Property: _____ Proposed Use of Property: _____
 Current Future Land Use (FLU): _____ Current Zoning: _____
 Do you currently have City utilities? _____ Size of Property (Acres or Square Feet): _____

Required Submittal Items: All documents listed below can be submitted electronically in PDF format.

***Conditional Use Permit Application Fee - \$575.**

- | | |
|--|--|
| A.0 Conditional Use Permit Application* | B.1 Proposed List of Conditions and Safeguards |
| A.1 Property Card Printout (Include Parcel ID) | B.2 Written Statement, as Described in LDR §3.8(E) |
| A.2 Current Deed | B.3 Site Plan Requirements, as Described in LDR §4.4 |
| A.3 Aerial Photo / Location Map** | |
| A.4 Future Land Use Map** | |
| A.5 Zoning Map** | |
| A.6 Legal Description (Microsoft Word format) | |
| A.7 Signed, Notarized Authorized Agent Form | |
- (If application is being submitted by any person other than the legal owner(s) of the property)

Note: All maps are required to depict adjacent properties at a minimum. Failure to provide adequate maps may delay the application process. Most maps are accessible through the Interactive Map at <https://www.sumtercountyfl.gov/105/GIS>. Legal descriptions **MUST be Microsoft Word format and must comprise the **ENTIRE** development.

Please describe your request in detail: _____

Required Documents & Fees

The required submittal items listed above must be included when submitting the application package. **Note: All PDF files MUST be numbered and labeled as shown above.** Failure to include the above supporting documentation will delay processing of your application package. A sufficiency letter will be issued within seven (7) days of receipt of application package. Per Sec. 14-3 of the Wildwood Code of Ordinances, all charges for engineering plan review, site inspections/visits, and other engineering services deemed necessary shall be paid by the developer at cost.

Signature: _____ Print Name: _____ Date: _____