



TOWN OF HILLIARD
Development Investigation Application (Consultant)
15859 W CR 108 Hilliard, FL 32046
Phone: 904-845-3555 | cs@townofhilliard.com

For Staff Only

File #: _____

Application Fee: \$ _____

Payment Processed By: _____

Development Investigation Application (Consultant)

A. PROJECT

1. Project Name: _____
2. Address of Subject Property: _____
3. Parcel ID Number(s): _____
4. Description of Information needed: _____
5. Acreage of Project: _____

B. APPLICANT

Name of Applicant(s) or Contact Person(s): _____

Title: _____ Company (if applicable): _____

Mailing address: _____

City: _____ State: _____ ZIP: _____

Telephone: () _____ E-mail: _____

C. ATTACHMENTS (unless provided within the previous 90 days)

1. Site Plan of proposed development
2. Survey of proposed development (if available)
3. Design of the proposed development
4. Vicinity map - indicating general location of the site and all abutting streets and properties
5. Statement of proposed development

The Applicant is responsible for paying a \$1,000.00 deposit at the time of submittal.

A Consultant review fee will be charged at cost plus 10%.

No application shall be accepted for processing until the required application fee is paid in full.

The Town shall work diligently to complete the development investigation, but due to workload of consultants and testing agencies, it might take up to 45 days to complete the development investigation request.

All attachments are required for a complete application. A completeness review of the application will be conducted within ten (10) business days of receipt. If the application is determined to be incomplete, the applicant will be required to provide the needed documents prior to approval of work. Work prior to approval will result in a Code Enforcement Violation.

Property Owner Printed

Property Owner Signature

Date