



*GROWTH MANAGEMENT DEPARTMENT
Development Services Pledge
For
Wooded Oaks Office Park*

The City of Tallahassee is committed to providing you with the highest level of assistance to ensure that the permitting process is efficient, yet thorough. In keeping with this goal, Growth Management Department staff has prepared this Development Services Pledge designed to provide guidance and clarification for review timelines on your project. The specific dates in this Pledge for review and submittal were jointly developed based upon input from City staff and you or your agents.

Based upon your commitment to meet the timetables below, the Growth Management Department pledges to complete the Type A Site Plan process within 72 days from application submittal.

This agreement will provide scheduling guidance for issuance of a type A site plan for use in applying for an environmental permit. A separate Development Services Pledge may be obtained for the Environmental Permitting component of this project review. This Pledge is based on the construction of a commercial office park on 14.2 acres at the NW corner of the intersection of Magnolia Drive and Northwest Passage Road. Three 6,200 square foot single-story commercial buildings and associated parking are proposed. The site is currently zoned Activity Center (AC).

Both parties hereby pledge to meet the following schedule:

LUCC Submittal:	November 1, 2010
LUCC Issuance:	November 3, 2010
NFI Submittal:	November 5, 2010
NFI Comments:	November 12, 2010

NFI Resubmittal by Applicant:	November 19, 2010
NFI Approval:	November 22, 2010
EIA Submittal:	November 26, 2010
EIA Comments:	December 3, 2010
EIA Resubmittal by Applicant:	December 10, 2010
EIA Approval:	December 17, 2010
Type A Site Plan Submittal:	December 9, 2010
Type A Site Plan Comments:	December 16, 2010
Type A Site Plan Resubmittal by Applicant:	December 23, 2010
Type A Site Plan Resubmittal Review Complete:	December 30, 2010
Concurrency Reduction Agreement Submittal:	December 9, 2010
Concurrency Reduction Agreement Approval: (Commission Approval required)	January 10, 2011
Environmental Management Permit Submittal:	December 9, 2010
Environmental Management Permit Comments:	December 16, 2010
Environmental Management Permit Resubmittal:	December 23, 2010
Environmental Management Permit Approval:	December 30, 2010
Expected Site Plan Approval Date:	January 12, 2011
Environmental Management Permit Issuance*:	January 12, 2011

*The EMP cannot be issued prior to issuance of the Site Plan.

Other City of Tallahassee Departments (Utilities, Stormwater, Public Works, etc...) may require additional agreements or submittal information that could potentially affect this Pledge schedule. Every effort will be made to adjust the Pledge schedule if delays occur.

I hereby pledge to meet the above referenced deadlines:

Staff's Name:

Date:

Applicant's Name:

Date:

SAMPLE FORM ONLY