



Walton County Planning and Development Services

31 Coastal Centre Boulevard, Suite 100
Santa Rosa Beach, Florida 32459
Phone 850-267-1955
Facsimile 850-622-9133

47 N 6th Street
DeFuniak Springs, Florida 32433
Phone 850-892-8157
Facsimile 850-892-8162

CERTIFICATE OF LAND USE COMPLIANCE APPLICATION

A Certificate of Land Use Compliance is required for all businesses located within the unincorporated areas of Walton County, pursuant to Ordinance 2011-62. This certificate does not permit any structural changes to a building and/or the subject property. As defined in Ordinance 2011-62, the term **Business** shall mean all activities, trades, occupation, calling, vocation or professions engaged in, conducted, advertised, carried on, or held out to the public to be a business for the purpose of gain or economic benefit. "Business" shall not include the following: agricultural or silvicultural uses; roadside and beach vending; home occupations, as defined in the Land Development Code; and residential long-term and short-term rentals.

Date of Application: _____ **Federal ID Number:** _____

Registered Business Name: _____

BUSINESS OWNER INFORMATION

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

PROPERTY OWNER INFORMATION

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

MANAGER OR DESIGNATED RESPONSIBLE PARTY (For the business at this location)

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

BUSINESS INFORMATION

Physical Address: _____ **Unit/Suite #** _____

City: _____ **State:** _____ **Zip:** _____

Plaza/Center Name (if applicable): _____

Square Footage: _____

Date Business Established: _____

Business Website (if applicable): _____

Indicate Business Type (see attached) "Offstreet Parking Requirements Chart"

Property Information of Business

Parcel I.D. Number: _____

Future Land Use Designation: _____

Building Square Footage: _____

SUBMITTAL CHECKLIST

Required Submitted

- | | |
|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> Application Fee: No Initial Fee
\$30.00 for Reissuance (Change of type, intensity, ownership, or location) |
| <input type="checkbox"/> | <input type="checkbox"/> Completed Application |
| <input type="checkbox"/> | <input type="checkbox"/> Proof of Ownership or Lease Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> Location Map (include nearest intersection) |
| <input type="checkbox"/> | <input type="checkbox"/> Floor Plan (sketch dimensions to scale using graph or provide a floor plan to scale) |
| <input type="checkbox"/> | <input type="checkbox"/> Fictitious Name Registration |
| <input type="checkbox"/> | <input type="checkbox"/> Offstreet Parking Requirements Chart |

REQUIRED SIGNATURE

FLORIDA STATUTES 837.06 – FALSE OFFICIAL STATEMENT

Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his official duty shall be guilty of a misdemeanor of the second degree.

I have read and understand all the information provided in this application, the requirements listed within the application, and agree to provide the necessary information requested by Walton County. The information I have provided on this application is true and correct to the best of my knowledge.

Applicant's Signature	Printed Name	Date of Signature
-----------------------	--------------	-------------------

STATE OF _____

COUNTY OF _____

BEFORE ME, the undersigned Notary Public in and for said County and State, appeared _____, who is personally known to me or who has produced _____ as identification, and who executed the foregoing instrument.

Given under my hand and seal this _____ day of _____, _____.

{Notary Seal}

Signed Name of Notary Public

Printed Name of Notary Public

Commission Number: _____

Expiration Date: _____

Off-Street PARKING REQUIREMENTS Chart

Circle the one use that best describes your business and initial it

Per the Land Development Code Chapter 5.02.02

A. Residential uses:		
1.	Detached single-family up to 3 bedrooms	2 spaces per dwelling unit
2.	Multifamily--Efficiency or 1 bedroom	1.5 spaces per dwelling unit
3.	Multifamily--2 bedrooms	2 spaces per dwelling unit
4.	Mobile home parks	2 spaces per mobile home
	RV parks	1 space per lot, not including recreational vehicle
5.	Detached single family 4 bedroom	3 spaces per dwelling
6.	Detached single family 5 bedroom	4 spaces per dwelling Over 5 add 1 space per bedroom
B. Public assembly and recreational uses:		
1.	Churches, theaters, auditoriums, stadiums, and other public assembly	1 space per 3 seats of the principal public assembly room or area
2.	Libraries and museums	1 space per 500 square feet of floor area
3.	Community recreation center	1 space per 250 square feet of gross floor area
4.	Bowling alley	5 spaces per lane
5.	Miniature golf	3 spaces per hole
6.	Private clubs	1 space per 300 square feet of gross floor area
7.	Skating rink, ice or roller	1 space per 300 square feet of gross floor area
8.	Schools:	
	Day or nursery, dance, arts, etc.	1 space per employee plus 1 offstreet loading space per 8 students
	Elementary or junior high	2 spaces per classroom
	Senior high	8 spaces per classroom
	College	10 spaces per classroom
9.	Swimming pool, dance hall, exhibition hall	1 space per 200 square feet of gross floor area
C. Health facilities:		
1.	Hospital	1.5 spaces per hospital bed
2.	Nursing homes	1 space per 6 patient beds, plus 1 space per employee on the largest shift
3.	Medical and dental offices	7 spaces per 1,000 square feet of gross floor area
D. Commercial and office uses:		
1.	Banks	1 space per 350 square feet of gross floor area
2.	Restaurant, standard	1 space per 150 square feet of gross floor area
3.	Fast food restaurant	1 space per 100 square feet of gross floor area, excluding the floor area used for kitchens, food and drink preparation, restrooms, and storage

4.	Taverns, nightclubs and lounges	1 space per 100 square feet of gross floor area
5.	Offices other than medical/dental offices	1 space per 250 square feet of gross floor area
6.	Gasoline service stations	3 spaces per pump station plus 2 spaces per service bay
7.	Grocery or supermarket	1 space per 200 square feet of gross floor area
8.	Convenience store	1 space per 200 square feet of gross floor area
9.	Hotels and motels	1.1 space per guestroom plus 10 spaces per 1,000 square feet of gross floor area of restaurant and lounge areas
10.	Marina	1.5 spaces per berth. If the marina contains a boat ramp, at least 10 percent of the spaces must be large enough to accommodate cars with trailers.
11.	Shopping center	5 spaces per 1,000 square feet of gross floor area
12.	Other general business or personal service establishments	1 space per 350 square feet of gross floor area
E. Warehousing and industrial uses:		
1.	Mini-warehouses	1 space per 10 storage cubicles, plus 2 spaces per manager's residence
2.	Warehouse	1 space per 3,000 [square] feet of gross floor area
3.	Extraction uses	1 space per employee on the largest shift
4.	General industrial	1.5 spaces per 1,000 square feet of gross floor area

Point Washington Neighborhood Plan Off-Street Parking Requirements Chart
Per the Land Development Code Appendix C NP-5 (F, Commercial Structures)

Commercial Structures	
Restaurant	One (1) space for every three (3) seats at booths and tables, plus one (1) space for each two (2) counter seats, plus one (1) space for each two (2) employees on the largest shift. This applies to all indoor and outdoor seating.

PUD/DRI Off-Street Parking Requirements Chart

Planned Unit Development	Deviation may be allowed per PUD final approved documents.
Development of Regional Impact	Deviation may be allowed per DRI final approved documents.

The purpose of this chart is to assist the reviewer in noting the number of required parking spaces according to business type and *is not a validation of the number of parking spaces that actually exist.*



Walton County Planning and Development Services

31 Coastal Centre Boulevard, Suite 100
Santa Rosa Beach, Florida 32459
Phone 850-267-1955 * Facsimile 850-622-9133

47 North 6th Street
DeFuniak Springs, Florida 32433
Phone 850-892-8157 * Facsimile 850-892-8162

All applicants for a Certificate of Land Use Compliance are required to submit a *floor plan* with the application.

Scale: Each block represents 10 feet and 1 inch = 40 feet

