



Department of Growth Management

Comprehensive Plan Amendment *Sufficiency Guide and Application*

SUBMITTAL ITEMS

1. Completed application for Comprehensive Plan Amendment;
2. Property record card and recorded deed for the subject property;
3. Owner's Affidavit;
4. Applicant's Affidavit;
5. Application fee.

NOTE: A determination of completeness/sufficiency does not suggest support or denial of a proposal.

APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT

Please add additional pages, if needed.

Date: _____

Name of Property Owner: _____

Phone: _____

Address: _____

Name of Applicant: _____

Phone: _____

Address: _____

Relationship to Owner: _____

Type of Amendment: Map Amendment _____ Text Amendment _____

The size of the subject property in acres or fractions thereof:

Upland _____ Wetland _____ Water _____ Total _____

Has a decision or recommendation denying a proposed amendment to the Comprehensive Plan been considered by the Board of County Commissioners or the Planning & Zoning Board within a one (1) year period from the date of the application. ____ Yes ____ No. If yes, please explain:

Impact on Levels of Service. Please demonstrate that facilities and services are **or will be** available within the adopted levels of service throughout the Comprehensive Plan (or the levels of service adopted by the municipality in whose utility area the proposed amendment is located and as adopted in the Capital Improvements Element or by joint agreement with the County), including, but not limited to, water supplies (including permitted quantities) facilities, sewer services, solid waste, transportation, parks and recreational facilities and schools:

Demonstrate that the amendment will not fiscally burden County services:

Demonstrate that the amendment would not cause unnecessary and unmitigated negative impacts on natural resources, including, but not limited to, wetlands, uplands, habitat, wildlife corridors, wildlife, groundwater and surface water, recharge, karst features and further demonstration that the integrity of interconnected ecosystems of local, state, regional and federal significance will be preserved:

Demonstrate that historic and cultural resources will not be affected by unnecessary and unmitigated negative impacts:

Amendments from the Rural Future Land Use Series. Amendments requesting a change from the Rural Future Land Use Category to the Urban Future Land Use Series must demonstrate that the proposed FLUM amendment is contiguous to existing urban development in the Urban Future Land Use Series to discourage urban sprawl:

Amendments adjacent to Rural Future Land Use Series: Please demonstrate that the proposed Future Land Use Map amendment provides an appropriate transition of land uses adjacent to the rural area, and that the amendment shall create a final area of transition between the rural area and existing urban development to constrain future intrusion into the rural area. Adequate transition shall be required to maintain compatibility with adjacent, existing communities and may require flexible lot sizes, provision of open space or variable buffers:

Is the proposed amendment applicable to the Green Swamp Area of Critical State Concern?

Yes _____ No _____

Does the proposed amendment apply to the Wekiva River Protection Area?

Yes _____ No _____

Is the amendment proposed to be adopted under a joint planning agreement?

Yes _____ No _____

FUTURE LAND USE MAP AMENDMENTS ONLY

Legal Description:

Include the Following:

1. A map identifying the proposed Future Land Use Category of the subject property, the boundary of the subject property and its location in relation to the surrounding street and thoroughfare network. Show the size of the property being proposed for a Future Land Use change (in square feet and acres).
2. A map identifying the present land use designation(s) of the subject property and abutting properties.

ALTERNATE FUTURE LAND USE DESIGNATION

Policy I-7.13.4 Alternative Future Land Use Designation

The Board of County Commissioners may determine that a Future Land Use Category other than the designation requested by the applicant is appropriate, provided that the approved Future Land Use Category does not exceed the density or intensity of the Future Land Use Category or use that was publicly advertised for consideration.

OWNER'S AFFIDAVIT

STATE OF FLORIDA)

COUNTY OF LAKE)

Before me, the undersigned authority personally appeared _____,
who being by me first duly sworn on oath, deposes and says:

1. That (he) (she) is the fee-simple owner of the property legally described in this Application.
2. That (he) (she) desires a Future Land Use Map Amendment from _____ to _____, for the property legally described in this Application.
3. That the owner of said property has appointed _____ to act as agent in their behalf to accomplish the above.

The Owner is required to complete the APPLICANT'S AFFIDAVIT of this application if no agent is appointed to act in his stead.

Affiant (Owner's Signature)

**State of Florida
County of Lake**

The foregoing instrument was acknowledged before me this ____ day of _____,
20____, by _____, who is personally known to me or who
had produced _____, as identification and who did _____ or
did not _____ take an oath.

Notary Public (Signature)

(SEAL)

Print or Type Notary Name

Commission (seal) Number _____

My Commission Expires: _____

APPLICANT'S AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF LAKE)

Before me, the undersigned authority personally appeared _____,
who being by me first duly sworn on oath, deposes and says:

1. That (he) (she) affirms and certifies that they understand and will comply with all Ordinances, regulations and policies of Lake County, Florida, and that all statements and diagrams submitted herewith are true and accurate to the best of (his) (her) knowledge and belief, and further, that this application and attachments shall become part of the Official Records of Lake County, Florida, and are **NOT RETURNABLE**.
2. That (he) (she) is the applicant for the owner who desires a Future Land Use Map Amendment from _____ to _____, for the property legally described in this Application.
3. That the submittal requirements for the application have been completed and attached hereto as part of the application.

Affiant (Applicant's Signature)

State of Florida

County of Lake

The foregoing instrument was acknowledged before me this ____ day of _____,
20____, by _____, who is personally known to me or who
had produced _____, as identification and who did _____ or
did not _____ take an oath.

Notary Public (Signature)

(SEAL)

Print or Type Notary Name

Commission (seal) Number _____

My Commission Expires: _____