



Pre-submittal Application

Please submit the following information:

- Completed pre-submittal application.
- All property record cards or tax bills for subject property. Property record cards can be obtained at www.lakecopropappr.com , or we can print them for you.
- Conceptual drawing drawn to scale with as much detail as possible to show all **existing and proposed development**.
- Application fee of \$375.00 (Cash, Check, or Credit Card); Checks are made payable to Lake County Board of County Commissioners, and a 1% service charge will apply if paying by credit card.

You have the option to request a Development Review Staff (DRS) meeting or written comments only. Please check which one you would prefer.

DRS meeting requested

Written comments only

** Your project could be eligible for our "Fast Track Process" for green buildings, affordable housing, and business incentive programs. If your project fits into one of the categories, please contact Dottie Keedy, Director of Economic Growth and Redevelopment at 352-343-9866 to see if your project is eligible.

1. Project Name: _____ Alternate Key#: _____

2. Proposed Use: Commercial/Retail Industrial Office
 Mixed Use Residential Institutional Community Facility

If residential subdivision, is it age restricted?: _____

3. Description of project & type of use:

4. Location of property: _____

5. Has any previous application(s) been filed in connection with this property? Yes No If yes, please describe the request and include the case number: _____

6. Water and Sewer provided by: _____

_____ Are there any existing septic tanks or wells on this site? _____.

7. Will you be adding a well on this site? _____

8. Will there be any hazardous materials stored on site, which may include fuel tanks, mineral/acid tanks, caustic materials, etc.? _____ Yes _____ No. If yes, please give detailed information, including the size of the tank(s), aboveground or underground, distance between tanks and other structures, etc. _____

_____.

9. Site Development Data: Acreage of property: _____

Commercial: Building square footage: _____ Construction acreage: _____

Residential: Number of proposed lots: _____

Applicant Name: _____

Address: _____

Telephone Number: () _____ **Fax Number:** () _____

Email: _____

Applicant signature

Date

Helpful Hints:

Suggested information to submit or place on the conceptual plan:

1. A survey of the property;
2. The conceptual plan should show all existing and proposed structures, easements, driveways, location of septic tank and drain field, parking, signs, landscaping, irrigation, and proposed storm water management plan.

To be completed by Staff:

Verbal Pre-submittal Project# _____

Existing zoning: _____ Future Land Use designation: _____

Section: _____ Township: _____ Range: _____ Commissioner District: _____

Planning Area: _____ Utility Area: _____