

HENDRY COUNTY PLANNING AND ZONING DEPARTMENT

P.O. Box 2340
LaBelle, Florida 33975-2340
863-675-5240 • FAX: 863-674-4194
<http://www.hendryfla.net/planning.php>

<i>For Office Use Only:</i>	
Case No:	_____
Date Received:	_____
Fees:	_____
Check No:	_____ or Cash _____

COMPREHENSIVE PLAN AMENDMENT APPLICATION

NOTE: This application with all supporting exhibits and data must be complete and returned to the Planning and Zoning Department before advertising for public hearing. The applicant or his/her agent must be present at the hearing for the application to be considered.

Please check applicable box(es):

- Small Scale Map Amendment (Under 20 Acres) Large Scale Map Amendment (20 Acres or greater)
- Text Amendment

Name of Applicant: _____

Address: _____

Tel: _____ Fax: _____ e-mail: _____

Name of Agent: _____

Address: _____

Tel: _____ Fax: _____ e-mail: _____

Property Address: _____

Property Acreage: _____

Property Strap or Folio Number(s): _____

Current Future Land Use Designation: _____ *Proposed* Future Land Use Designation: _____

Existing Zoning: _____

Adjacent Zoning: North: _____ South _____ East: _____ West: _____

Adjacent Future Land Use: North: _____ South _____ East: _____ West: _____

Describe Nature of Change(s) Requested (use additional sheets if necessary): _____

Is there an existing approval for a special exception, rezone, variance, and/or administrative waiver on the property?
_____ If yes, please provide resolution and/or ordinance numbers _____

All data and exhibits submitted in support of this application shall become a permanent part of the public records of Hendry County, Florida.

SUBMITTAL REQUIREMENTS (unless waived at the pre-application meeting):

1. Original application.
2. Proof of ownership or contract to purchase or lease property.
3. A copy of the pre-application meeting notes.
4. Copies of any resolutions or ordinances for land use changes that apply to the subject property(s).
5. Boundary Survey of property (11" x 17" minimum), must be less than one-year old, signed, sealed, and prepared by a professional surveyor and mapper, showing the location and dimensions of all property lines, existing streets or roads, easements, rights-of-way, and areas dedicated to the public. In the case of improved property, the survey is to show all vertical improvements.
6. Electronic version of legal description.
7. Electronic version of area location map
8. Most recent aerial photograph of site.
9. Notarized Letter of Owner's Authorization (attached).
10. Map showing existing land uses and principal roadways within 750 linear feet from boundaries of subject property.
11. List of surrounding property owners within 750 linear feet from boundaries of subject property.
 - a. Three (3) sets of mailing labels (1" X 2-5/8") of surrounding property owners
12. Document the impact the proposed change(s) will have on the following public facilities:
 - a. Potable Water
 - b. Sanitary Sewer
 - c. Arterial and Collector Roads – *submit traffic impact statement, signed, sealed, and prepared by a Florida Licensed Engineer*
 - d. Drainage
 - e. Solid Waste
 - f. Recreation and Open Space
 - g. Schools
 - h. Fire Protection
 - i. Law Enforcement
 - j. Emergency Medical Services
13. Document flood zone based on Flood Insurance Rate Map Data (FIRM).
14. Document location of well fields and cones of influence, if applicable.
15. Environmental assessment report.
16. Archeological and Historical site assessment report.
17. Economic Impact Analysis.
18. Description of how the request complies with the applicable Goals, Objectives, and Policies in the Hendry County Comprehensive Plan.
19. Florida Land Use Cover Classification System (FLUCC) map
20. Any additional data, materials or information deemed necessary by the County to make a determination.
21. Processing fee payable to the Hendry County Board of County Commissioners:
 - \$1,500.00 – Text Amendment
 - \$1,500.00 - Small Scale Map Amendment (less than 20 acres)
 - \$3,000.00 - Large Scale Map Amendment (20 acres or greater)

Advertising charges will be invoiced prior to public hearings

Please submit original application plus supporting documentation for sufficiency review. Once the application has been deemed sufficient, please submit 4 copies and 1 CD of all documents for formal review. The Local Planning Agency public hearing will require 10 copies and the Board of County Commissioners public hearing will require 13 copies plus a CD. Additional copies will be required for transmittal to the Florida Department of Economic Opportunity.

ALL TEXT DOCUMENTS ARE TO BE SUBMITTED ON DOUBLE-SIDED PAGES. ANY GRAPHS OR MAPS ARE TO BE ONE-SIDED.

LETTER OF AUTHORIZATION

ATTEST:

We/I, _____, being first duly sworn, depose and say that we/I are/am the owners of the property described herein and which is the subject matter of the proposed hearing; that all the answers to the questions in this application, all sketches, data, and other supplementary matter attached to and made a part of this application, are true and correct to the best of our knowledge and belief. We/I understand that the information requested on this application must be complete and accurate and that the content of this form, whether computer generated or County printed shall not be altered.

As property owner We/I further authorize _____ to act as our/my representative in any matters regarding this Petition.

(Signature of Property Owner)

(Signature of Property Owner)

(Typed or Printed Name of Owner)

(Typed or Printed Name of Owner)

State of Florida
County of Hendry

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ who is personally known to me or has produced _____ as identification.

(Signature of Notary Public – State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)