

APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT

Planning and Development Services Department
1660 Ringling Blvd., 1st Floor
Sarasota, FL 34236

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FORMAL REQUEST

I hereby request the Sarasota County Commission to amend The Sarasota County Comprehensive Plan by revising:

The Future Land Use Map by changing from _____ to _____ .

Other Comprehensive Plan Amendment Application Type: _____ (Attach Narrative)

For Future Land Use Map amendments, please attach a legible map that depicts an area that includes the subject property, the surrounding area for a distance of not less than 2,000 feet from the boundaries of the subject property, and one or more major thoroughfares. All parcel boundaries should be shown. The Future Land Use Map designations should be indicated. The property that is the subject of the amendment should be outlined on the map and the requested change should be noted in the legend. If a new Commercial Center or Commercial Highway Interchange designation is being requested, whose boundaries will have to be defined through the Critical Area Planning Program, the applicant shall show the applicable Future Land Use Map symbol rather than a specific boundary delineation.

- _____ Small Scale Comprehensive Plan Amendment (proposing a Future Land Use Map change only, for a parcel 10 acres or less in size)
- _____ Large Scale Comprehensive Plan Amendment (> 10 acres in size)
- _____ Maps in the Future Land Use Series (listed in Future Land Use Policy 1.1.2.)
Please attach an annotated copy of the map(s) as adopted.
- _____ Goals, Objectives, Policies and/or
- _____ Guiding Principles and/or
- _____ Provisions for Evaluating Developments in Native Habitats

Please attach a page(s) showing the proposed text revisions with additions underlined and deletions shown struck through. _____

Please be sure to refer to page 7 for County Charter language governing Board approval of Comprehensive Plan Amendments.

PAYMENT OF FEES

All expenses of advertising, notice, staff review, and processing shall be paid by the Petitioner under the County's billable fee system pursuant to Resolution No. 2018-057. The Billable Fee Payment Agreement, is included in this application form, and must be submitted with the application.

FUTURE LAND USE MAP REVISIONS

If a Future Land Use Map revision is being requested, please answer the questions in this section.

If a Commercial Center or Commercial Highway Interchange designation is being requested, whose boundaries will have to be defined through the Critical Area Planning Program, the applicant shall use the maximum area permitted by the designation for all market demand and impact calculations. Do not include a concept plan with your application.

Existing Land Use

1. What is the acreage of the property proposed for redesignation? _____ (Not applicable to new Commercial Center and Commercial Highway Interchange designation requests)

2. Are there any buildings on the property? _____ YES _____ NO
 - a. If YES, please describe briefly:

3. Please **attach a description of the land uses on all surrounding properties**. An aerial photograph should be submitted to accompany the description. The boundaries of the amendment area should be indicated on the photograph. If the owner of the subject parcel(s) also own parcels adjacent to the subject parcel, please indicate the location of these parcels. In the case of a request for a proposed new Commercial Center or Commercial Highway Interchange designation, existing land uses should be described for a distance of at least 1,000 feet from the intersection, but no parcel boundaries should be indicated.

4. If there are native habitats on the property, please indicate the native habitat areas, as categorized on the Land Cover Map in the Comprehensive Plan, on an aerial photograph. If an environmental assessment has been done please attach the report to this application.

Availability of Public Facilities

5. Is the property located within the Urban Service Boundary? _____ YES _____ NO
 - a. If no, would the proposed designation require an extension of the Urban Service Boundary?
_____ YES _____ NO

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6. Is the property located within a Future Urban Service Boundary? _____ YES _____ NO

Wastewater Facilities

7. What is the estimated maximum wastewater flow per day that would be generated if the property were developed under the proposed designation as compared with the present designation? Please answer in gallons per day and show calculations.

8. Is the property within a wastewater service area? _____ YES _____ NO
(if yes, please answer the following questions)
- a. Which wastewater service area? _____
 - b. Is there adequate capacity at the wastewater treatment facility to serve the flow calculated for the proposed designation? _____ YES _____ NO
 - c. Would a line extension be needed to serve the property? _____ YES _____ NO
 - d. If yes, please describe the route of the proposed line extension.

 - e. Is the line extension described above listed in the County's most recently adopted Five Year Schedule of Capital Improvements? _____ YES _____ NO
 - f. If the answer to **8e** is NO, is the needed line extension listed in Table 10-4: Future Capital Improvements - in the Comprehensive Plan? _____ YES _____ NO

Potable Water Facilities

9. What is the estimated maximum demand for potable water that would be generated if the property were developed under the proposed designation as compared with the present designation? Please answer in gallons per day and show calculations.

10. Is the property within a potable water service area as shown on Map 12-8: Potable Water Service Areas in the Comprehensive Plan. _____ YES _____ NO
(if yes, please answer the following questions)
- a. Would a line extension be needed to serve the property? _____ YES _____ NO
 - b. If yes, please describe the proposed route.

 - c. Is the line extension described above listed in the County's most recently adopted Five Year Schedule of Capital Improvements? _____ YES _____ NO

Stormwater

11. In which drainage basin is the property located? _____.

12. Has a Basin Master Plan been approved by the County for that basin? ____YES ____NO

a. If **YES**, does the Basin Master Plan show that the drainage system that would be impacted meets current minimum adopted level of service criteria? ____YES ____NO

b. If **NO**, please describe the nature of the deficiencies.

c. If there are deficiencies are the improvements needed to correct the problem listed in the County's most recently adopted Five Year Schedule of Capital Improvements?

____YES ____NO

13. Is any portion of the property within a 100 Year Floodplain as shown on the applicable Basin Master Plan? (If a Basin Master Plan has not been approved, use a County approved study, if applicable, or the flood maps of the Federal Emergency Management Agency.)

MAP SOURCE ____YES ____NO

a. If **YES**, please indicate the approximate percentage of the total area that lies within the 100 Year Flood Plain as depicted on the map resource cited above. ____

14. Is any portion of the property located within a Hurricane Vulnerability Zone?

MAP SOURCE ____YES ____NO

Note: Hurricane Vulnerability Maps may be found at all County public libraries. For more information, contact Sarasota County Emergency Management Services at 861-5000.

a. If **YES**, please indicate the approximate percentage of the property that is located within the hurricane vulnerability zone or in the case of more than one zone, the percentage in each zone.

Transportation

15. Please calculate the traffic generation potential of the maximum allowable intensity/density of the proposed designation as compared with the present designation. The assumptions used in this determination should be shown.

a. Please describe the traffic impact area.

b. Can the additional traffic impact of the requested designation change be supported by the County's Thoroughfare Plan?

_____ **NO** (if **NO**, please answer **15c**) _____ **YES** (if **YES**, please answer **15d**)

c. If **NO**, identify any additional roadway improvements that would be needed that are not included in the most recently adopted Five Year Schedule of Capital Improvements, or Table 14-2: Facilities with Unfunded Capital Improvements - or Map 10-8: Year 2040 Future Thoroughfare Plan in the Comprehensive Plan.

d. If **YES**, identify the additional roadway improvements, if any, that are in the Year 2040 Future Thoroughfare Plan that would need to be made to support the proposed designation.

**COUNTY CHARTER LANGUAGE PERTAINING TO
COMPREHENSIVE PLAN AMENDMENTS**

2.2A(1) Provided, however, any ordinance amending Sarasota County's Comprehensive Plan which increases allowable land use density or intensity, shall require an affirmative vote of a majority plus one of the full membership of the Board of County Commissioners. (Added 11/6/2007.)

2.2A(2) Provided further, that from and after the effective date of this sub-section

2.2A(2), any ordinance amending Sarasota County's Comprehensive Plan which either:

- (1) adds lands lying outside the Urban Service Area Boundary to the Urban Service Area;
- (2) establishes new Future Land Use Overlay Districts which increase the allowable land use density or intensity on lands lying outside the Urban Service Area Boundary; or,
- (3) adds lands outside the Urban Service Area Boundary to either the Settlement Area Overlay or the Affordable Housing Overlay, shall be fiscally neutral and shall require the unanimous affirmative vote of the full membership of the Board of County Commissioners. July 2012 Edition 9

"Urban Service Area" shall mean that area delineated on that certain map titled "Future Land Use Map of Sarasota County," on file in the official records of the Clerk to the Board of County Commissioners.

This sub-section 2.2A(2) shall not apply to amendments to the goals, objectives, and policies of the Sarasota 2050 Resource Management Areas or to the Land Use Maps approved as part of Sarasota 2050.

This sub-section 2.2A(2) shall not apply to comprehensive plan amendments that were approved for transmittal to the Department of Community Affairs prior to January 1, 2008.

Any proposed ordinance amending Sarasota County's Comprehensive Plan eliminating the Urban Service Area Boundary from Sarasota County's Comprehensive Plan shall be subject to voter approval at a referendum election called for that purpose. (Pursuant to Section 163.3167(8), Florida Statutes, the requirement of a referendum for a Comprehensive Plan Amendment is prohibited.)

No Charter amendment adopted after the effective date of this sub-section 2.2A(2) that deals with the extent of or process for altering the Urban Service Area in Sarasota County's Comprehensive Plan shall become effective unless that amendment explicitly provides for the repeal of this sub-section 2.2A(2). (Added sub-section 2.2A(2) 5/6/2008)

[Link to County Charter](#)

OWNER AFFIDAVIT

I _____, being first duly sworn, deposed and say that I am the owner of the property which is the subject matter of this application; that I am authorized to submit this application; that all the answers to the questions in this application, and all sketches, data, and other supplementary matter attached to and made part of this application, are complete, honest, and true to the best of my knowledge and belief. I understand this application must be complete and accurate before a hearing can be advertised. **I further designate the agent identified below to act as my representative in any matter regarding this petition.** I authorize County staff to visit the site as necessary for proper review of this petition. If there are any special conditions limiting staff access such as guard dogs, locked gates, restricted hours, etc., I have provided the name and phone number of someone who can allow entry.

AGENT:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE/FAX _____

EMAIL _____

OWNER:

SIGNATURE _____

NAME _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

PHONE/FAX _____

EMAIL _____

STATE OF _____ COUNTY OF _____

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS

_____ DAY OF _____

BY _____
(PERSON MAKING STATEMENT)

PERSONALLY KNOWN: _____ PRODUCED IDENTIFICATION: _____

IDENTIFICATION PRODUCED: _____

NOTARY PUBLIC SIGNATURE

(SEAL) _____
(NAME OF NOTARY TYPED PRINTED OR STAMPED)

BILLABLE FEE PAYMENT AGREEMENT

Petition Number: _____

I/WE agree to pay all the costs associated with processing this application petition. Payment is due within 10 days of receipt of an invoice, and all processing of the petition will stop if payments, including advances, are not made within 10 days. All funds that remain at the end of the processing will be returned to the entity which paid funds to the County. A petition is considered complete once the Board of County Commissioners has rendered a decision and the change has been recorded on the official zoning maps, or the petition has been withdrawn by the Applicant.

Name(s): _____

Billing address: _____

Employer: _____

Employer's phone: _____

Home address: _____

Home phone: _____

Drivers License No: _____ State _____

I understand and agree to the conditions outlined in this agreement, and certify that all the information I have provided is correct.

Signature: _____ Witness: _____

Print Name: _____ Print Name: _____

Applicants are billed for actual costs of processing the petition. Fees will vary depending upon the amount of staff time required and the cost of advertising the two required public hearings. The following initial fees shall be paid to the County at the time of submission for the following applications:

Comprehensive Plan amendments	\$5,000
Developments of Critical Concern	\$10,000
Critical Area Plans and amendments	\$7,500
Rezone Petitions	\$7,500
Special Exception Petitions	\$7,500

If costs exceed the initial deposit, the person designated as responsible for fee payment will be billed for additional expenses. Billing will include maintenance of a minimum escrow balance in addition to expenses incurred during the billing period. Please note payment is due within 10 days of billing, and that all processing of an application will stop if payment is not received within that period.

Upon completion of the process and recording of any final instruments the person named in the application as responsible for payment of fees should submit a written request for a refund of any remaining funds.

LEGAL DESCRIPTION(S) _____

A LEGIBLE LEGAL DESCRIPTION OF THE SUBJECT PROPERTY IS REQUIRED. YOUR PETITION CANNOT BE PROCESSED WITHOUT THIS INFORMATION.

A TEXT VERSION OF THE LEGAL DESCRIPTION CAN BE PROVIDED ON THIS PAGE (ADDITIONAL PAGES IF NECESSARY).

AN ELECTRONIC VERSION OF THE LEGAL DESCRIPTION IN MICROSOFT WORD MUST BE SUBMITTED ON COMPACT DISK (CD).