

INSTRUCTIONS

FOR ATTACHMENT II

APPLICATION FOR AMENDMENT

OF THE COMPREHENSIVE PLAN

The applicant should complete Attachment II. Application for Amendment of the Comprehensive Plan according to the attached instructions.

INSTRUCTIONS FOR APPLICANTS
FILING REQUESTS FOR AMENDMENT TO THE
COMPREHENSIVE PLAN

The following information is required from an applicant filing a request for amendment to the Future Land Use Plan Map of the Comprehensive Plan:

1. Copy of property deed.
2. Copy of aerial photo from Property Appraiser's Office with the subject property outlined.
3. Authorization letter from owner, if owner is represented by an agent
(letter attached).
4. Application fee.
5. Application.

The above information must be submitted to the Office of the Building and Zoning Coordinator.

Applications must be filed in the name of the property owner(s).

The Local Planning Agency public hearing is the first public hearing.

The Local Planning Agency will hear the request and then make a recommendation concerning the request to the Board of County Commissioners. The Board of County Commissioners will hold public hearings and decide to approve or deny the request.

Public notices will be published in the newspaper for the public hearings before the Local Planning Agency and the Board of County Commissioners. Anyone may appear before the Local Planning Agency or the Board of County Commissioners to comment on the request.

For further information, contact the Office of the Building and Zoning Coordinator.

