



**CITY OF
MOUNT
DORA**

**City of Mount Dora
Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7112
Fax: 352-735-7191**

E-mail: plandev@cityofmounddora.com

**COMPREHENSIVE PLAN (TEXT) AMENDMENT
APPLICATION**

Date : _____

1. Applicant's Name: _____

Company's Name: _____

Address: _____

City, State & Zip: _____

Phone: _____ E-mail: _____

[Attached additional sheets if needed on the following]

2. What section, passage, phrase or word in the Mount Dora Plan do you believe needs to be amended? Please include chapter, page and section reference:

3. Why does this section, passage, phrase or work need to be amended?

4. Describe whether and how the proposed amendment is consistent with the City of Mount Dora Comprehensive Plan:

5. Precise wording of proposed amendment to text as an alternative to this section, passage, phrase or word of the Comprehensive Plan:

6. Describe the extent to which proposed amendment is compatible with existing land uses:

7. Describe extent to which proposed amendment affects the capacities of public facilities and services:

8. Describe the extent of environmental impacts on the resources of proposed amendment:

9. Describe the extent to which proposed amendment will result in an orderly and logical development pattern:

10. Is the proposed text amendment to the City's Comprehensive Plan associated with a proposed Future Land Use Map Amendment? If yes, provide further explanation and justification on the proposed policy text change:

CERTIFICATION AND SIGNATURE

AFFIDAVIT

I, _____, being first duly sworn, depose and say that I apply for the request contained herein, and that all answers, information, sketches, data and other supplementary matter attached to or included herewith as part of this application, are accurate and true to the best on my knowledge and belief.

Signature of Applicant

Print or Type Name

STATE OF FLORIDA
COUNTY OF LAKE
CITY OF MOUNT DORA

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

SEAL:

Notary Public

Print or Type Name

SUBMITTAL CHECKLIST

Collate submittal requirements into five (4) individual packages (includes one original package). Also, provide electronic copies (PDF) of the application and all support documents listed below (copied to a CD). [Incomplete submittals will not be accepted]

The following items must be submitted:

1. Application Fee: **\$2,000.00**

Additional costs incurred by the city engineer, city attorney, or outside consultants shall be billed directly to the applicant.

Hearing Notifications: The applicant shall reimburse the City for any subsequent hearings requiring re-notice as a result of the applicant postponing or re-scheduling of any hearing. Such publication or mailing costs shall be billed directly to the applicant.

2. Completed application (signed and notarized affidavit)
3. Support data, engineering reports, surveys, traffic reports, drainage reports, utility studies/reports, technical data and analysis, etc. [must be signed and sealed by professional engineer, etc].

PROCEDURES

1. Applications will be accepted on or before the first Monday July and the first Monday of January of any given year. The City processed Large-Scale amendments under two separate Comprehensive Plan Amendment Cycles.
2. Following complete submittal, the application will be scheduled for the next available Development Review Committee (DRC) meeting for review and comment.
3. Following DRC review, the application will be forwarded to the Local Planning Agency (LPA) for review and recommendation at their next available meeting.
4. The LPA will review the application and make recommendations to the City Council at their next available meeting.
5. The City Council shall review the application and all pertinent recommendations prior to transmittal to the Department of Economic Opportunity (DEO), which includes
6. The DEO and State Agencies shall conduct a review and return their comments to the City.
7. The applicant must respond to these comments and prepare required data.
8. The City Council approves or disapproves proposed text amendment.
9. If approved, a copy is submitted to the State for final action.

11/2018