



## Large-Scale Comprehensive Plan Amendment Submittal Requirements

### General Application Requirements:

The applicant must submit one copy of the following items at submittal. After the application is deemed complete by staff, the applicant will be required to submit thirteen (13) additional copies of items 7, 8, and 9.

1. Planning and Zoning Application
2. Application Fee
3. Owner's/Agent Affidavits (original signatures, all owners)
4. Copy of Recorded Deed
5. Property Record Card
6. Electronic copy of legal description (Word format – must be able to copy and paste to another document)
7. Comprehensive Plan Amendment Application (Separate from P & Z Application)
8. Traffic Impact Study (performed in accordance with the methodology of the Lake-Sumter Metropolitan Planning Organization: three paper copies and one electronic copy (PDF format).
9. A Phase 1 Environmental Assessment