



APPLICATION FOR PETITION  
TO THE  
PLANNING & ZONING BOARD

TYPE OF PETITION:

PETITION # \_\_\_\_\_

- \_\_\_\_\_ REZONING
- \_\_\_\_\_ INTERPRETATION
- \_\_\_\_\_ PUD

DATE FILED \_\_\_\_\_

A. PETITIONER'S NAME: \_\_\_\_\_

LOCATION OF PROPERTY BY ADDRESS AND NEAREST CROSS STREET:  
\_\_\_\_\_

B. THE PROPERTY IS MORE SPECIFICALLY DESCRIBED AS:  
(Type on the back of page if space is not adequate)

C. THIS PETITION REQUESTS THE PLANNING & ZONING BOARD TO CONSIDER  
REZONING PROPERTY WHICH IS PRESENTLY ZONED \_\_\_\_\_ TO A ZONING  
CLASSIFICATION OF \_\_\_\_\_.

D. THE PROPERTY, IF REZONED, WILL HAVE A LAND USE OF THE FOLLOWING:

- E. 1) THE PROPERTY TO BE REZONED CONTAINS \_\_\_\_\_ ACRES OR  
\_\_\_\_\_ SQUARE FEET.
- 2) THE DEVELOPMENT OF THIS PROPERTY WILL USE \_\_\_\_\_ ACRES  
OR \_\_\_\_\_ SQUARE FEET.
- 3) THE PROPERTY, IF REZONED, WILL ESTABLISH:  
\_\_\_\_\_ RESIDENTIAL USE  
\_\_\_\_\_ COMMERCIAL USE
- 4) THE LAND USE WILL BE:  
\_\_\_\_\_ PRINCIPLE USE  
\_\_\_\_\_ SPECIAL EXCEPTION USE OF THE ZONING  
CLASSIFICATION.

REQUIRED INFORMATION  
TO SUBMIT A PETITION

F. LISTED ARE NAMES AND ADDRESSES OF PROPERTY OWNERS WHICH ABUT  
OR ARE CONTIGUOUS TO THE PROPERTY REQUESTED TO BE REZONED.

NAME	ADDRESS	LEGAL DESCRIPTION	ZONED
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G. SUBMIT A MAP SHOWING THE DIMENSIONS OF THE PROPERTY REQUESTED TO BE REZONED AND THE DIMENSIONS OF ABUTTING PROPERTY.

THIS MAP MUST BE TO SCALE OF NOT LESS THAN ONE(1) INCH EQUAL TO TWENTY (20) FEET.

THE MAP MUST SHOW EXISTING OR PROPOSED STRUCTURES ON THE PROPERTY REQUESTED TO BE REZONED.

THE MAP MUST SHOW EXISTING AND PROPOSED BUFFERED STRIP ON PROPERTY THAT IS REQUESTED TO BE REZONED WHICH WILL BE REZONED PROPERTY TO COMMERCIAL ZONING CLASSIFICATION. THIS BUFFER STRIP SHALL SEPARATE COMMERCIAL ZONED PROPERTY FROM RESIDENTIAL ZONED PROPERTY. A PUBLIC STREET IS NOT CONSIDERED A BUFFER STRIP.

THE MAP MUST SHOW ALL ARTERIAL STREETS THAT ABUT THE PROPERTY AND MUST SHOW THE METHOD OF TRAFFIC ACCESS TO THE CLOSEST COLLECTOR STREET. THE COLLECTOR STREET MUST BE SO DEFINED AS A COLLECTOR STREET BY THE LAND USE PLAN.

REQUIREMENTS TO FILE AND PROCEDURES TO FOLLOW  
AFTER A PETITION IS FILED

- H.
1. THE PETITION MUST BE COMPLETE AND BE SIGNED BY THE PROPERTY OWNERS AND THEIR AGENT. IT MUST BE NOTARIZED AND ACCOMPANIED BY THE FEE OF \_\_\_\_\_.
  2. ALL PETITIONS MUST BE COMPLETE AND BE FILED FIFTEEN (15) DAYS BEFORE THE DATE OF THE PUBLIC HEARING TO PERMIT THE REQUIRED PUBLIC NOTICE.
  3. ALL PETITIONERS, OR THEIR AGENT, ARE REQUIRED TO BE PRESENT AT THE PUBLIC HEARING. FAILURE TO ATTEND SHALL CAUSE THE PUBLIC HEARING TO BE TABLED AND RESCHEDULED AT A LATER DATE.

(I), AND MY AGENT, FULLY UNDERSTAND THE ABOVE REQUIREMENTS, AND THAT ALL MATERIALS SUBMITTED SHALL BECOME PART OF THE PERMANENT FILE ALONG WITH THIS PETITION. (WE) OR (I) DO HEREBY SWEAR TO THE BEST OF (MY) OR (OUR) KNOWLEDGE, THAT ALL STATEMENTS SUBMITTED IN THIS PETITION AND ATTACHMENTS ARE THE TRUTH AND ARE FACTUAL STATEMENTS. (I), OR (WE) DO HEREBY SWEAR TO GIVE TRUE STATEMENTS AT ALL PRESENTATIONS AND PUBLIC HEARINGS THAT SHALL PERTAIN TO THIS PETITION WHILE BEING CONDUCTED BY THE PLANNING AND ZONING BOARD.

\_\_\_\_\_  
OWNER OF PROPERTY

\_\_\_\_\_  
AGENT FOR OWNER

MAILING ADDRESS YOU WISH INFORMATION TO BE SENT TO AND TELEPHONE NUMBER:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SWORN TO ME AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES\_\_\_\_\_



**DEPARTMENT OF GROWTH MANAGEMENT**

205 NORTH MARION AVENUE

LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 719-5766

FAX: (386) 758-5426

**NOTICE TO PETITIONER/LAND OWNER  
CONCERNING SIGNS POSTED ON PROPERTY  
FOR PUBLIC HEARINGS.**

The City of Lake City Zoning Regulations require that properties for which Land Use Change, Zoning Change, Special Exceptions, or Variance is requested must be posted by the Department of Growth Management for a minimum period of ten (10) days prior to the Planning and Zoning Board or Board of Adjustment's hearing. Once the property is posted, it is the property owner's responsibility to keep the property posted until after the final hearing of the Planning and Zoning Board or Board of Adjustments. If the request is one that must also be heard by the City Council, then it continues to be the property owner's responsibility to keep the property posted until after the final hearing by the City Council.

In the event the signs are moved, removed from the property, torn down, defaced, or otherwise disturbed, the applicant/property owner must immediately notify the Department of Growth Management so the property can be reposted. If the property is not properly posted until all hearings of the Planning and Zoning Board, Board of Adjustments, or City Council are completed, any one of the boards reserves the right to table a discussion on the request or continue the hearing until such time as the property is properly posted for the required period.

I (The Petitioner or Property Owner) have read the above statement and understand it is my responsibility to keep proper notification on the property as specified in the petition until all hearings requested are completed.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date