



CITY OF COCOA BEACH
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**LAND DEVELOPMENT CODE
 TEXT AMENDMENT APPLICATION**

LDC Text amendment (800)
 Petition for Planning Board and City Commission

Case# _____ Date _____

Applicant Information: (Please Print or Type)

NOTE: Seven (7) copies required, unless otherwise indicated.

“CBC” indicates Cocoa Beach Code. “LDC” indicates Land Development Code.

Applicant/Agent and Address: _____

Business Phone: _____ **Business Fax:** _____

Owner Name, Address, Phone: _____

E-Mail Address: _____ [Recommended]

Project Name: _____

Project Address: _____

Zoning: _____ **Future Land Use:** _____

Required Application Documents: Proof of Ownership _____ **Notarized Authorization** _____

Fee: \$ _____ **(\$1,000 LDC Text Amendment Application)**

+ \$4/owner w/in 300 ft. for first 10 property owners and \$2.00/owner for each additional owner over 10

+ \$60 Published newspaper advertisement for public hearing

This application was prepared and approved with the full knowledge and consent of the undersigned (Owner) _____, and is a full and complete representation of the proposed actions/development of the subject property. The Owner authorizes the agent (Agent) _____ to pursue this request for zoning and/or building/planning review. The Owner further authorizes City Staff, as necessary, reasonable right of entry to the subject premises, for review purposes, based upon this application.

Date _____ **Signature of Owner** _____

Subscribed before me this _____ day of _____,

Personally known _____, or produced identification _____

Signature of Notary: _____

APPLICATION CHECKLIST

NOTICE: *Petitions require an advertised PUBLIC HEARING before the Planning Board and City Commission, and Applicants will be expected to attend the hearing and make a presentation.*

PART I – SUBMITTAL DOCUMENTS

Note: If amendment relates to a certain tract of land, the following documents must be provided:

- ___ Three (3) paper copies and one (1) electronic copy in PDF format of Site Plan, to scale, indicating all existing and proposed improvements, plus additional information noted below. (Not required, but recommended.)
- ___ 3 Copies of Survey.
- ___ 3 Copies of Application.
- ___ 3 Copies of Letter of Intent summarizing the reason for the request. See Part II, Findings of Fact for Letter of Intent, for amendments
- ___ 3 Sets of aerial photographs of the property, indicating surrounding land uses/zoning, may be required.
- ___ [TEXT AMENDMENT ONLY]
3 Copies of Letter of Rationale why the LDC text should be amended. Applicant should offer alternate language. Provide drawings/sketches, if appropriate.
- ___ Mailing labels for all property owners within 100 feet of subject property (if applicable).

PART II – FINDINGS OF FACT FOR LETTER OF INTENT

Pursuant to Land Development Code (LDC) Section 4-56. Zoning Map; FLUM Map and Text Amendments

B. *Land development regulation, and Comprehensive Plan text amendments.* Before granting any text amendment, the Planning Board must recommend and the City Commission must determine a need and justification for change, finding that:

1. The amendment is consistent with the densities; intensities; general uses; and goals, objectives, and policies set forth in the Comprehensive Plan and City Charter.
2. The text amendment is in compliance with the City Charter, Comprehensive Plan, the LDC regulations, the Code of Ordinances, and any other applicable code or regulation.

PART II – FINDINGS OF FACT FOR LETTER OF INTENT (continued)

3. In addition, please supply explanation narrative (in layman’s language) regarding:
- √ Nature of change, and why requested
 - √ Explain why existing text language may be “in error.”
 - √ Identify all portions of LDC which may be affected.
 - √ Identify all Comprehensive Plan policies which may be affected.
 - √ Provide “alternative language” for all LDC texts, and/or Comprehensive Plan policies, as applicable.

NOTE: If Applicant proposes new zoning district, then all criteria written in LDC Section 4-56 should be addressed. Contact this office for a specific listing of this criteria or visit the City’s website – Land Development Code Chapter IV-Application & Review Processes.