

**FORM 8-A.2**

**APPLICATION FOR TRANSPORTATION CONCURRENCY  
DETERMINATION WITHIN ADJACENT MUNICIPALITY DEVELOPMENTS**  
*Excluding Developments of Regional Impact (DRI's).*

Highlands County Engineering Department  
505 S. Commerce Ave.  
Sebring, FL 33870  
(863) 402-6877

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OFFICE USE ONLY

**INSTRUCTIONS:** Attached is the application necessary to obtain a Certificate of Concurrence for development in both the incorporated and unincorporated areas of Highlands County. The applicant should read Section 12.13.101 of the Highlands County Land Development Regulations, latest edition, prior to the completion of this application in order to fully understand the procedures and guidelines that must be followed during the review process. The applicant shall submit two (2) completed applications to the Highlands County Engineering Department.

**STATEMENT AND SIGNATURE:** I \_\_\_\_\_, (print) the owner or  
\_\_\_\_\_ (signature)  
authorized representative for \_\_\_\_\_ hereby request on this  
date \_\_\_\_\_ a Concurrence Determination for the project described in this application. I  
certify that all information submitted with and pursuant to this application is true and correct to the  
best of my knowledge and belief.

**IDENTIFY THE TYPE OF DEVELOPMENT CONCURRENCY IS BEING APPLIED FOR: (check one)**

- Land subdivisions not requiring improvement plans (Valid for 18 months from the date of issuance of the Final Development Order or 24 months from the date of issuance of the Certificate of Concurrence, whichever comes first).
- Land subdivisions requiring improvement plans (Valid for 36 months from the date of issuance of the Final Development Order or 42 months from the date of issuance of the Certificate of Concurrence, whichever comes first).
- Commercial building structures (Valid for 24 months from the date of issuance of the Final Development Order or 30 months from the date of issuance of the Certificate of Concurrence, whichever comes first).
- Mining and mining related activities (Valid for 24 months from the date of issuance of the Final Development Order or 30 months from the date of issuance of the Certificate of Concurrence, whichever comes first).
- Extension of an existing Certificate of Concurrence (Valid for an additional 6 months once approved by the County Engineer).

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**PROJECT INFORMATION**

**1.) OWNER INFORMATION:**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email: \_\_\_\_\_

**2.) AUTHORIZED REPRESENTATIVE INFORMATION: (if different from Owner)**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email: \_\_\_\_\_

**3.) PROPOSED PROJECT INFORMATION:**

Name of Project: \_\_\_\_\_  
Address of project: \_\_\_\_\_  
Strap Number(s): \_\_\_\_\_

ITE Land Use Code: \_\_\_\_\_ Number of Units: \_\_\_\_\_

Project Phasing:  5 years or less,  More than 5 years (requiring a Developers Agreement)

Phase (Number of Phases)	Size of Phase (Acres)	Specific Use	Units of Specific Use	Estimated Start Date	Estimated Completion Date
<b>Total:</b>					
<i>Example: Phase 1</i>	<i>5.25</i>	<i>Single Family</i>	<i>15</i>	<i>Feb 2007</i>	<i>Feb 2008</i>

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**4.) TRAFFIC STUDY: (8 copies)**

Refer to Section One, Traffic Impact Study Procedures, of the *Highlands County Technical Standards Manual*, latest edition, for the general requirements of a traffic study.

- A.  Small Scale (< or =150 trips), or
- B.  Minor TIA (151 to 1,000 trips), or
- C.  Major TIA (> 1,000 trips)

**5.) CONCEPTUAL SITE PLAN WHICH INCLUDES:**

- Location Map
- Adjacent roadways and driveways within 100 ft of the property line
- Any easements or right-of-ways (widths, dimensions, type, etc.)

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**CERTIFICATE OF CONCURRENCY (FOR TRANSPORTATION)**

*Excluding Developments of Regional Impact (DRI's).*



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**PROJECT NAME:** **XXXXXXXXXXXXXXXXXX**

**STRAP NUMBER(S):** **X-XX-XX-XX-XXX-XXXX-XXXX**

**LAND USE CODE:** **XXX** **NUMBER OF UNITS:** **XX** **UNIT TYPE:** **XX**

**CERTIFICATE OF CONCURRENCY NUMBER:** **XXXXXXXXXX**

**EXPIRATION DATE (based on issuance of Certificate of Concurrence):** **XXX. XX, 20XX** or valid for \_\_\_ months from the date of issuance of the Final Development Order, whichever comes first.

**CONCURRENCY REVIEW MEETING (CRM) RECOMMENDATION**

(if applicable)

- Date of Meeting \_\_\_\_\_
- Approval
  - Approval subject to conditions
  - Denial

Other recommendations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**STAFF DETERMINATION**

**Application is deemed to be**

- Complete
- Incomplete

**Issuance of Certificate of Concurrence**

- Approved
- Approved subject to conditions
- Denied

\_\_\_\_\_  
(Reviewer's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County Engineer's or designee's Signature)

\_\_\_\_\_  
(Date)