

FORM 8-A

APPLICATION FOR CONCURRENCY DETERMINATION

Excluding Developments of Regional Impact (DRI's).

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

OFFICE USE ONLY

INSTRUCTIONS: Attached is the application necessary to obtain a Certificate of Concurrency 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 Concurrency 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 Concurrency, 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 Concurrency, 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 Concurrency, 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 Concurrency, whichever comes first).
- Extension of an existing Certificate of Concurrency (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
Total:					
<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.) UTILITIES:

Refer to Section 12.13.104.C, of the *Highlands County Land Development Regulations*, latest edition, for the general requirements of part A and B respectively.

- A. Estimated Potable Water Demand: _____ (gpd)
 - Potable Water Provider: _____, including
 - Letter of adequate capacity, or
 - Well, including
 - Letter from the Health Department
- B. Estimated Sewage Water Generated: _____ (gpd)
 - Sanitary Sewer Provider: _____, including
 - Letter of adequate capacity, or
 - Septic Tank, including
 - Letter from the Health Department

Where projects are to be served by package sewer treatment plants, the applicant shall provide a certification that the design capacity of the proposed onsite wastewater treatment plant will comply with the requirements of this Section.
- C. Electric Provider: _____, including
 - Letter of adequate capacity
- D. Telephone Provider: _____, including
 - Letter of adequate capacity

5.) 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)

6.) STORMWATER MANAGEMENT PLAN:

I _____ (owner/authorized representative) hereby certify that the Stormwater Management Plan shall comply with the requirements of Section 12.13.103.F of the *Highlands County Land Development Regulations*, latest edition.

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7.) 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.)

8.) OTHER: (May or may not apply)

- A. Park and open space land requirement _____ (acres). *See Policy 1.1 of the Recreation and Open Space Element of the Highlands County Comprehensive Plan, latest amendment.*
- B. Estimated solid waste generated _____ (lbs.) *See Section 12.13.104.D of the Highlands County Land Development Regulations, latest edition.*
 - Letter of adequate Capacity (tied to date of latest report).
- C. Projected school enrollment _____ (residential only).
 - Letter of confirmation that the school system will be able to accommodate the anticipated students out of the development as it ensues.
- D. If an extension of an existing Certificate of Concurrency is being requested, the following must also be included:
 - A written request and reason for the extension prior to expiration of the current Certificate of Concurrency.
 - A copy of current Certificate of Concurrency.

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CERTIFICATE OF CONCURRENCY
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PROJECT NAME: **XXXXXXXXXXXXXXXXXX**

STRAP NUMBER(S): **C-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)