

**Application # CPA**_____

Receipt No._____

Filing Date _____

Completeness Date _____

3. If the applicant is agent*.
- Agent Name: _____
- Mailing Address: _____
- City: _____ State: _____ Zip: _____
- Telephone: (____) _____ Fax: (____) _____ Email: _____

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials regarding government business is subject to public records requests. Your e-mail address and communications may be subject to public disclosure.
***Must provide an executed Property Owner Affidavit Form authorizing the agent to act on behalf of the property owner.**

C. ATTACHMENT/SUBMITTAL REQUIREMENTS

1. Proposed Text to the Comprehensive Plan in Underline, Strike-Thru Format along with the Goal, Objective, or Policy Proposed to be Amended.
2. Agent Authorization Form (signed and notarized) if the applicant is agent.
3. Fee. The application fee for a Text Amendment to the Comprehensive Plan is as follows:
 - a. Text Amendment to the Comprehensive Plan = \$2,000.00

No application shall be accepted or processed until the required application fee has been paid.

NOTICE TO APPLICANT

All attachments are required for a complete application. Once an application is submitted and paid for, a completeness review will be done to ensure all the requirements for a complete application have been met. If there are any deficiencies, the applicant will be notified in writing. If an application is deemed to be incomplete, it may cause a delay in the scheduling of the application before the Planning & Zoning Board.

For submittal requirements, please see the Columbia County Building and Zoning Development Application Submittal Guidelines.

THE APPLICANT ACKNOWLEDGES THAT THE APPLICANT OR AGENT MUST BE PRESENT AT THE PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD, AS ADOPTED IN THE BOARD RULES AND PROCEDURES, OTHERWISE THE REQUEST MAY BE CONTINUED TO A FUTURE HEARING DATE.

I hereby certify that all of the above statements and statements contained in any documents or plans submitted herewith are true and accurate to the best of my knowledge and belief.

Applicant/Agent Name (Type or Print)

Applicant/Agent Signature

Date