

**APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT**

City of Bartow  
PO Box 1069  
Bartow, Florida 33831

This application provides an applicant with a list of required information for use in preparing a request to amend the City of Bartow's Comprehensive Plan. **The request must be submitted as an original form.** Additional applications may be obtained by mail or picked up at City Hall. Reproductions of this application will be accepted provided that it is clear and legible.

Please **PRINT** unless otherwise specified:                      Project Name\* \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Street Address: \_\_\_\_\_

City, State, & Zip: \_\_\_\_\_ City, State, & Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

(\* Indicate name of company, group, or organization represented.)

The following information is required in an acceptable form so as to accompany an amendment request:

- (1) Completed application form with all necessary attachments.
- (2) An application review fee. (\*See Fee Schedule for Appropriate Fee)
- (3) Three (3) copies of the information required by Article 7.02.02 (Attached).

Applicant states that she/he has read and understands the instructions on this application. **Any false information or misrepresentation made on this application may be grounds for revocation of any approval granted by the City of Bartow.** Approval granted by the City in no way constitutes a waiver from any applicable Local, State, or Federal regulations.

Applicant/Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INSTRUCTIONS TO APPLICANT**

- 1. Abutting property owners will be notified by first class mail of any request. (*"abutting property" is any property located within 150 feet of the boundary of the property*)
- 2. An applicant or representative must be present at all required public hearings. The reviewing body, at its discretion, may defer action, or take decisive action on any application. If an applicant is not present, the Commission may deny the request.
- 3. If the applicant is not the owner-of-record of the property, the owner must agree to this application either by signing the application form, or by submitting a notarized letter authorizing the applicant to act as an agent.

**OFFICE USE ONLY**

Receipt # \_\_\_\_\_ Location \_\_\_\_\_

Current Comprehensive Plan FLUM Designation \_\_\_\_\_ Zoning Classification \_\_\_\_\_

Proposed Comprehensive Plan FLUM Designation \_\_\_\_\_ Zoning Classification \_\_\_\_\_

Property Appraiser Identification Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

City Commission District Number \_\_\_\_\_

Coordinates \_\_\_\_\_

Planning and Zoning Commission Agenda Item # \_\_\_\_\_ Date \_\_\_\_\_

City Commission First Reading (Transmittal) \_\_\_\_\_ Date \_\_\_\_\_

City Commission Second Reading (Adoption) \_\_\_\_\_ Date \_\_\_\_\_