



Alachua County
Department of Growth Management
10 SW 2nd Ave., Gainesville, FL 32601
Tel. 352.374.5249, Fax. 352.338.3224
<http://growth-management.alachuacounty.us>

Submit Application to:
Development Services Division

ZONING APPLICATION

For Rezoning (except Planned Developments) and Special Use Permits and Special Exceptions (including Minor SUP's and SE's).

GENERAL INFORMATION (BY APPLICANT/ AGENT)

Applicant/Agent: _____ Contact Person: _____
Address: _____ Phone: (_____) _____ - _____
Email address: _____

SUBJECT PROPERTY DESCRIPTION

Property Owner: _____ Property Address: _____
City: _____ State: _____ Zip: _____ Phone: (_____) _____ - _____
Tax Parcel #: _____ - _____ - _____ Section: _____ Township: _____ Range: _____ Grant: _____
Total Acreage: _____ Zoning: _____ Land Use: _____

TYPE OF REQUEST

☐ Rezoning From: _____ To: _____
☐ Special Use Permit For: _____
☐ Minor Special Use Permit For: _____
☐ Special Exception For: _____
☐ Minor Special Exception For: _____

CERTIFICATION

I, the undersigned applicant, hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief. I hereby grant the appropriate County personnel permission to enter the subject property during reasonable hours so that they may investigate and review this zoning request.

Signature of Applicant/Agent: _____ Date: _____

Applications shall be submitted no later than 4:00 PM on the submittal deadline date



REQUIRED ATTACHMENTS

The following items must accompany your application at the time of submittal. No applications will be accepted without these attachments. Please submit the application fee, check made payable to Alachua County Board of County Commissioners, one paper copy and one digital copy of the following:

- ☐ Proof of neighborhood workshop, where applicable.
- ☐ Legal description.
- ☐ Property Owner's Affidavit, notarized.
- ☐ Proof of payment of taxes on all parcels.
- ☐ Detailed directions to the site.
- ☐ Detailed description of request and an explanation of why the request is consistent with the County's Comprehensive Plan and Unified Land Development Code.
- ☐ An analysis of the impact of the proposed development on public facilities and services.
- ☐ Survey or scaled drawing of property showing boundaries of property and adjacent properties, roads, easements, and all structures on site.
- ☐ Proposed site plans, no larger than 11" by 17", for all Special Use Permits, Special Exceptions, and Rezoning to RM or RM-1. Site plans should display the following:
 - ☐ Property boundaries and dimensions.
 - ☐ Existing and proposed buildings, additions, or structures, with distances from the property boundaries shown.
 - ☐ Streets, sidewalks, drives, parking and loading areas, and similar features.
 - ☐ Proposed landscape plan, if applicable.
- ☐ Environmental Resources Checklist, conducted by a qualified professional (certain requests may require a more extensive natural resources assessment).
- ☐ Additional requirements (listed separately) for Special Use Permits for Mining Operations, Excavation and Fill Operations, and for Personal Wireless Services Facilities.
- ☐ Other _____
Planning staff reserves the right to require additional information for all applications where such submission is necessary to insure compliance with applicable criteria in the individual case.
- ☐ A digital copy of each of the above, in either Microsoft Word or Adobe PDF format.