

LCM# _____



APPLICATION FOR CONCURRENCY DETERMINATION
Leon County Development Support and Environmental Management
435 North Macomb Street
Tallahassee, Florida 32301
(850) 606-1300
Revised 4/5/24

INSTRUCTIONS: Attached is the application necessary to obtain either a Conditional Certification of Concurrency and/or a Certificate of Concurrency in Leon County. A Policy and Procedures Manual has been prepared in conjunction with this application which defines the concurrency requirements of the Tallahassee-Leon County Comprehensive Plan and which outlines the concurrency review process. The applicant should read the Leon County Concurrency Policies and Procedures Manual prior to the completion of this application in order to fully understand the procedures that must be followed during a concurrency review.

STATEMENT AND SIGNATURE: I, _____, the undersigned owner or authorized representative of _____ hereby request a Concurrency Determination for the project described in the attached 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.

Date

Signature

Street

City

State Zip

PROJECT INFORMATION

1. **APPLICANT/AGENT INFORMATION:**

Name Address Phone Number Facsimile Number

E-Mail Address of Primary Contact: _____

2. **NAME OF PROJECT:** Include the current name of the proposed project (subdivision if applicable) and any previous names the project has been known as: _____

3. **PARCEL IDENTIFICATION NUMBER(S):** _____

Is property located in the Urban Services Area (USA)? Yes No

4. **DEVELOPMENT REVIEW:** Indicate which Site and Development Plan Review Process the proposed project is undertaking (Affidavit for Additional Dwelling Unit, Family Heir 2.1.9 Subdivision, 1 into 2 lot subdivision (ASAP), Limited Partition or Type A, B, C, D; Refer to the PUV Certificate for Reference): _____

5. **PROPOSED PROJECT INFORMATION:**

A. Provide a location map including project narrative and site plan (to scale) which clearly depicts the following:

- 1. Adjacent Streets, Adjacent Driveways, Internal Streets, and Project Access Points including Lane Geometry and Signage
- 2. Potable Water and Sanitary Sewer Systems serving site
- 3. Stormwater Facilities
- 4. Existing and Proposed Structures and Buildings
- 5. Recreation/Open Space

B. Present on-site land uses with number of units or square footage: _____

C. Zoning: _____

D. Future Land Use Designation: _____

E. Indicate the type and size of development proposed for this site:

Type: Single Family Multi-Family Industrial Commercial Institutional

Size: _____ SQFT/UNITS/LOTS/ACRES

F. In the following table, show the project timeline beginning with the submittal date of the Development Order (DO) application and ending with the expected project build out date (month and year)

DO Submittal	Anticipated Completion of DO	Anticipated Build Out Date
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6. **WATER AND SANITARY SEWER SERVICE (CITY UTILITIES ONLY):**

- A. Waiver of Reservation of Water/Sewer Capacity: For projects located within the USA, the applicant may request to waive concurrency review for City water and sewer until a building permit is issued or tap approval, whichever is first (Section 2.2.0 Leon County's Concurrency Management System Policies and Procedures Manual).

Please indicate if you wish to waive reservation of water and sewer system capacity:

Waive (Requires Documentation) Do Not Waive N/A

- B. Potable Water Source: City Talquin Well

- C. Sanitary Sewer Provider: City Talquin Septic

7. **CONCURRENCY DETERMINATION REVIEW FEES**

RESIDENTIAL SECTION (Complete this section only if there is a residential component to the project.)

- A. The application review fee for the first newly created residential lot is \$156.00 **\$156.00**
- B. Multiply each additional lot by \$24.00 and enter that amount. \$ _____
- C. Add items 1 and 2 for the total residential fee and enter that amount. \$ _____

COMMERCIAL SECTION (Complete this section only if there is a commercial component to the project.)

- D. The application review fee for first 1,000 square feet (or less) is \$228.00* \$ 228.00
- E. Multiply each additional 1,000 square feet by \$48.00 and enter that amount* \$ _____
- F. Add items 4 and 5 for the total commercial fee and enter that amount. \$ _____

* Any amount over 1,000 shall be rounded up to the next thousand sq. ft.

TOTAL CONCURRENCY REVIEW FEE

(Add totals from the residential and commercial sections.)

7. Add items C and F for the **total review fee** and enter that amount. \$ _____

STOP: IF THIS PROJECT IS EXPECTED TO GENERATE LESS THAN 100 TRIPS (AS IDENTIFIED BY THE LEON COUNTY CONCURRENCY MANAGEMENT SECTION), NO ADDITIONAL INFORMATION IS REQUIRED. OTHERWISE, COMPLETE THE LARGE PROJECT TRANSPORTATION IMPACT ANALYSIS APPLICATION AND SUBMIT A TRAFFIC IMPACT ANALYSIS (TIA). PLEASE CONTACT CONCURRENCY MANAGEMENT (606-1300) PRIOR TO SUBMITTAL OF THE LARGE PROJECT APPLICATION AND TIA.