



**Application
For Amendment of
Future Land Use Map Designation**



Instructions: *Please review the document "Comprehensive Plan Future Land Use Map Amendment Process and Application Information for The City of Tallahassee and Leon County" prior to completing this application.*

A pre-application conference with TLCPD staff must be completed prior to the application deadline.

A. APPLICANT INFORMATION

Applicant Name: Bannerman OPP Fund, LLC

Address: 4708 Capital Circle NW

Tallahassee, FL 32303

Telephone: 850-354-5124

E-mail Address rvolpe@holtzmanvogel.com

Property located in: City Unincorporated County

Tax I.D.(s) #: 4104208510000

Parcel size (acres): 2.3 acres

Current Future Land Use Map designation: Government Operation

Requested Future Land Use Map designation: Suburban

B. REQUIRED ATTACHMENTS

The items below are required components of a complete application. Information on preparing these items is included in the document "Comprehensive Plan Future Land Use Map Amendment Process and Application Information for The City of Tallahassee and Leon County." Please include each item as a numbered attachment to your application. Initial each item on this application to indicate that it is complete and attached.

- Attachment 1: Completed pre-application conference form
- Attachment 2: Completed "Affidavit of Ownership & Designation of Agent" form
- Attachment 3: Copy of legal description & deed (acreage should be estimated at end)
- Attachment 4: Completed Rezoning Application necessary to implement the proposed land use change, available at <https://www.talgov.com/place/pln-luapps.aspx>. The fee for the rezoning application will be collected after the Local Planning Agency Public Hearing.
- Attachment 5: Completed School Impact Analysis Form.

- Attachment 6: Potable Water and Sanitary Sewer capacity and availability letter.
- Attachment 7: Transit service analysis .
- Attachment 8: Answers to the questions below regarding the proposed change on a separate page:

1. Why do you want to change the Future Land Use Map?
2. Is your request compatible with adjacent and nearby properties?
3. Are there any existing code violations associated with the subject property?
4. How does your request further the concepts reviewed in the Vision Statement for the Comprehensive Plan? This is an opportunity to explain to citizens and elected officials how the requested change fits into the larger vision provided by the Comprehensive Plan. The Vision Statement is available at the link below.

https://www.talgov.com/Uploads/Public/Documents/place/comp_plan/tlc-cp00-introd.pdf

C. OPTIONAL ATTACHMENTS

The Planning Department encourages applicants to address the two optional attachments below. Please initial the attachments included in your application.

- Attachment 9: Informal Neighborhood Meeting Form
- Attachment 10: Sustainable Development Pattern Survey

D. ADDITIONAL APPLICATION REQUIREMENTS

Initial each item on this application to indicate that it is complete.

- One (1) signed original of the completed application, attachments, and supporting documentation
- One (1) electronic version of the completed application, attachments, and supporting documentation shall be submitted on a CD, DVD, or USB Flash Drive. The required format for all text documents is MS Word or PDF. The required file format for all maps drawings and graphics is PDF, JPEG, PNG, or TIFF.
- Application fee in the form of a check payable to the City of Tallahassee or Leon County Board of County Commissioners.
- N/A Commitment to pay the rezoning application fee after the Local Planning Agency Public Hearing
- Sign Posting affidavit and photos demonstrating the sign(s) were posted in accordance with the sign posting specifications

APPLICATION DEADLINE:
Friday, September 24, 2021 5:00 PM (EST)

Applicants' signature below certifies that the applicant understands that the Future Land Use Map Amendments may require a rezoning; environmental analysis and other permit approvals before development activity can begin. Call the Land Use Administration Division of the Planning Department at 850-891-6400 for information on the rezoning process.

Received by the Tallahassee-Leon County Planning Department
 on the 17th day of August, 2023


 Staff Signature

 Signature of Property Owner or Agent



**Pre-Application Conference Form
For Amendment of Future Land Use Map Designation**



Instructions: This form is to be completed during the required pre-application conference. A signed copy of the completed form must be included with your application.

Deadline for pre-application conferences for this amendment cycle is **Wednesday, September 13, 2023**. Please contact the Planning Department in advance to schedule a pre-application conference by calling (850) 891-6400.

Applicant Name: _____ Date: _____

Telephone: () _____ E-mail (optional) _____

Property located in: City Unincorporated County

Tax I.D. #: 4104208510000 Parcel size (acres): 1.89

Current Future Land Use Map designation: GOVERNMENT OPERATIONAL

Requested Future Land Use Map designation: SUBURBAN

Small Scale Amendment (50 acres or fewer) or
 Large Scale Amendment (more than 50 acres)

Maximum development: Residential units: 20 Nonresidential square feet: 20,000

Conference Review Items

- Provide application packet
- Review required attachments
- Review optional attachments
- Review additional application requirements
- Review completeness requirement

- Application sufficiency determination (Insufficient information may cause application to be continued to the next cycle)
- Applicant's responsibility to pay for rezoning after the Local Planning Agency Public Hearing

Notes:

Planner

Applicant



TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT
Applicant's Affidavit of Ownership & Designation of Agent



I. OWNERSHIP

I, _____, hereby attest to ownership of the property described below:
Parcel I.D. Number(s) _____
Location address: _____

_____ for which this Application is submitted.

The ownership, as recorded on the deed, is in the name of:

Please complete the appropriate section below:

Individual

Corporation

Partnership

Provide Names of Officers:

Provide Names of General Partners:

Dept. of State Registration No.:

Name/Address of Registered Agent:

II. DESIGNATION OF APPLICANT'S AGENT (Leave blank if not applicable)

As the owner of the above designated property and the applicant for which this affidavit is submitted, I wish to designate the below named party as my agent in all matters pertaining to the location address. In authorizing the agent named above to represent me, or my company, I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.

Applicant's Agent: _____
Address: _____
Contact Person: _____ Telephone No.: _____

III. NOTICE TO OWNER

- A. All changes in Ownership & Applicant's Agent prior to issuance shall require new affidavit. If ownership changes the new owner assumes the obligations and the original applicant is released from responsibility for actions taken by others after the change in ownership.
- B. If the Owner intends the Designation of Applicant's Agent to be limited in any manner, please indicate the limitation below. (i.e., Limited to obtaining a certificate of concurrency for the parcel; limited to obtaining a land use compliance certificate; etc.)



TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT
Applicant's Affidavit of Ownership & Designation of Agent



I. OWNERSHIP

I, Behrad Amin, hereby attest to ownership of the property described below:

Parcel I.D. Number(s) 4104208510000

Location address: 2600 Plant Street

_____ for which this Application is submitted.

The ownership, as recorded on the deed, is in the name of:
Bannerman OPP Fund, LLC

Please complete the appropriate section below:

Individual

Corporation

Partnership

Provide Names of Officers:

Behrad Amin
Mehran Amin

Provide Names of General Partners:

Dept. of State Registration No.:

621000373221

Name/Address of Registered Agent:

Danny Manausa
1701 Hermitage Blvd.
Suite 100, Tallahassee, FL
32309

II. DESIGNATION OF APPLICANT'S AGENT (Leave blank if not applicable)

As the owner of the above designated property and the applicant for which this affidavit is submitted, I wish to designate the below named party as my agent in all matters pertaining to the location address. In authorizing the agent named above to represent me, or my company, I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.

Applicant's Agent: Robert Volpe and Holtzman Vogel

Address: 119 S. Monroe St., Ste 500, Tall., FL 32301

Contact Person: Robert Volpe

Telephone No.: 850-354-5124

III. NOTICE TO OWNER

A. All changes in Ownership & Applicant's Agent prior to issuance shall require new affidavit. If ownership changes the new owner assumes the obligations and the original applicant is released from responsibility for actions taken by others after the change in ownership.

B. If the Owner intends the Designation of Applicant's Agent to be limited in any manner, please indicate the limitation below. (i.e., Limited to obtaining a certificate of concurrency for the parcel; limited to obtaining a land use compliance certificate; etc.)

SUPPORTING ANALYSIS FOR
BANNERMAN OPP FUND, LLC SMALL SCALE
FUTURE LAND USE MAP AMENDMENT

Prepared For:

BANNERMAN OPP FUND, LLC
4708 CAPITAL CIRCLE NW
TALLAHASSEE, FLORIDA 32303

Prepared By:

HOLTZMAN VOGEL
119 SOUTH MONROE, SUITE 500
TALLAHASSEE, FLORIDA 32301

SEPTEMBER 2023

COMPREHENSIVE PLAN AMENDMENT

APPLICATION FOR SMALL SCALE COMPREHENSIVE PLAN AMENDMENT FOR BANNERMAN OPP FUND, LLC

I. SUMMARY/INTRODUCTION

A. PROJECT LOCATION

This proposed amendment seeks the approval of a small scale comprehensive plan amendment for approximately 2.3 acres located at 2600 Plant Street which is west of the intersection of Plant Street and Mabry Street in the City of Tallahassee. The property is identified by the Leon County Property Appraiser as Parcel # 4104208510000. The proposed amendment would re-designate the property from Government Operation to Suburban. The location of the parcel is attached as **Exhibit A**.

This amendment also meets the criteria for a small-scale amendment pursuant to Section 163.3187, F.S. This means no state and regional review is required.

B. SUMMARY OF PROPOSED AMENDMENT

The property is currently designated Government Operation (GO) which is due to its prior ownership by the Leon County School Board. The school board sold the property to Bannerman Opp Fund, LLC in August 2022. Since the property is no longer in government ownership the property needs to be redesignated to a suitable land use.

The property is surrounded by the GO and Suburban future land uses and is zoned M-1. The property is mostly vacant with a small warehouse still remaining on site. The property was previously part of the former Dale Mabry Field military training base which has transitioned to a combination of warehouse, light industrial and government facilities. The applicant is seeking the Suburban future land use which is compatible with the surrounding area and is consistent with the current M-1 zoning. Attached as **Exhibit B** is an aerial map and future land use map.

II. PROPERTY INFORMATION

A. APPLICANT

The applicant for the Project Amendment is:

Bannerman Opp Fund, LLC
4708 Capital Circle NW
Tallahassee, Florida 32303

The applicant’s agent is:

Robert Volpe
Holtzman Vogel
119 South Monroe Street, Suite 500
Tallahassee, Florida 32301
(850) 354-5124
Email: rvolpe@holtzmanvogel.com

III. ANALYSIS OF PROPOSED AMENDMENT

The following section analyzes the potential impacts of the proposed amendment on natural resources, the surrounding area and public facilities.

A. NATURAL FEATURES ON THE PROPERTY

The property is south of the Munson Slough and is within a designated FEMA floodway. The property is already designated GO and is zoned M-1. The proposed future land use amendment will not result in any additional development potential on the property than what is already currently approved. Additionally, the City will require a detailed natural features inventory on the property before any development can commence on site. Attached as **Exhibit C** is a map of the natural features on site.

C. LAND USE AND COMPATIBILITY

The property is bordered on all sides by areas approved for GO or Suburban uses as shown below.

Existing Uses Surrounding the Property

North: Vacant; City of Tallahassee
South: Railroad Tracks, Vacant, Warehousing
East: Vacant and Warehousing
West: Vacant and Warehousing

Future Land Use Designations Surrounding the Property

North: Government Operational (GO)
South: Suburban
East: Suburban
West: GO

The property requires a future land use amendment because it is no longer in government ownership. The property and the surrounding area is compatible with the Suburban land use. Suburban is the most appropriate land use for the parcel as demonstrated in this analysis.

D. SUITABILITY OF PROPOSED USE

The environmental analysis identifies that the property is within a floodway and is south of the Munson Slough. Prior to any development commencing on the property a detailed natural features inventory will be required. The property is currently designated GO and is zoned M-1. Thus, the land use and zoning permits intense development on site. The proposed Suburban land use does not permit more development than what is already permitted under the GO future land use designation.

E. PUBLIC FACILITIES ANALYSIS

This proposed amendment results in no additional public facility impacts when compared to the existing future land use and zoning. The property is currently designated GO which has no restriction on the maximum development permitted other than the 3 story height restriction. The proposed Suburban designation must be consistent with the Suburban intensity guidelines in Table 4 of the Future Land Use Element. Thus, the proposed amendment will create no increase in impacts since the current GO designation has no intensity restriction.

A more detailed concurrency analysis will be required before any development commences on site. At that time the property owner must provide to the City specific development plans for the property to ensure that all transportation, water and sewer impacts are analyzed.

V. **CONSISTENCY OF PROPOSED FLUM AMENDMENT WITH TALLAHASSEE-LEON COUNTY COMPREHENSIVE PLAN.**

The Government Operational land use is restricted to government activities only. Since the property is no longer in government ownership a plan amendment is required. Future Land Use Policy 2.2.5 defines the Suburban future land use category. This land use is suitable for areas like the proposed amendment where employment opportunities are available for areas most appropriate for light industrial and warehouse uses. The property is already zoned M-1 and Suburban is the only land use that implements this zoning category which further supports the proposed amendment.

VI. **CONCLUSION**

Suburban is the most appropriate future land use for this property as explained in detail in this planning analysis. The following is a recap of those reasons:

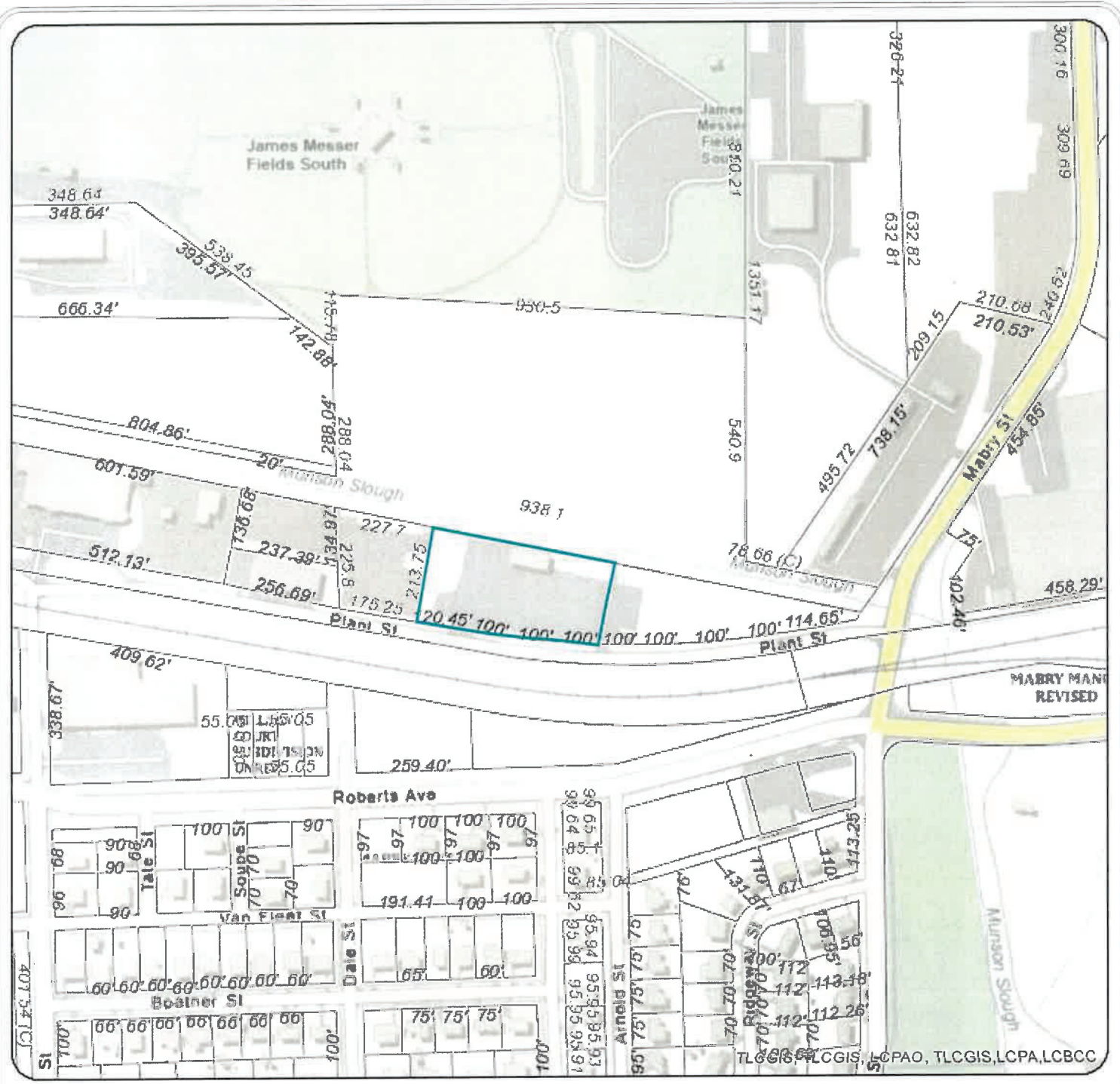
1. The property is currently designated GO which is restricted to government ownership. The property is no longer owned by the School Board so an amendment is required.

2. The property and the surrounding area is either in government ownership or designated Suburban and is in a warehouse or light industrial use. Even the government activities are light industrial activities.
3. The proposed amendment would not result in any more development potential than what is already allowed in the GO land use.
4. The property is currently zoned M-1 and Suburban is the land use that implements this zoning category.
5. The proposed amendment is consistent with the land uses on site and the City's comprehensive plan.

EXHIBITS

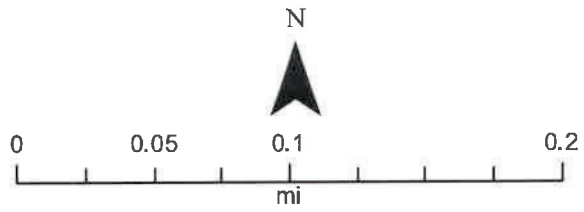
- EXHIBIT A** Parcel Map
- EXHIBIT B** Aerial and Future Land Use Map
- EXHIBIT C** Environmental Features

EXHIBIT A
PARCEL MAP



Leon County Property Appraiser

Legend					
	Township		Lot		Building
	Section		Access Easement		Park
	Subdivision		River		City Limit
	Tax Parcel		Waterbody		Imagery 1/2015



Akin Akinoyemi, PhD, RA, CFA, CMS
Leon County Property Appraiser

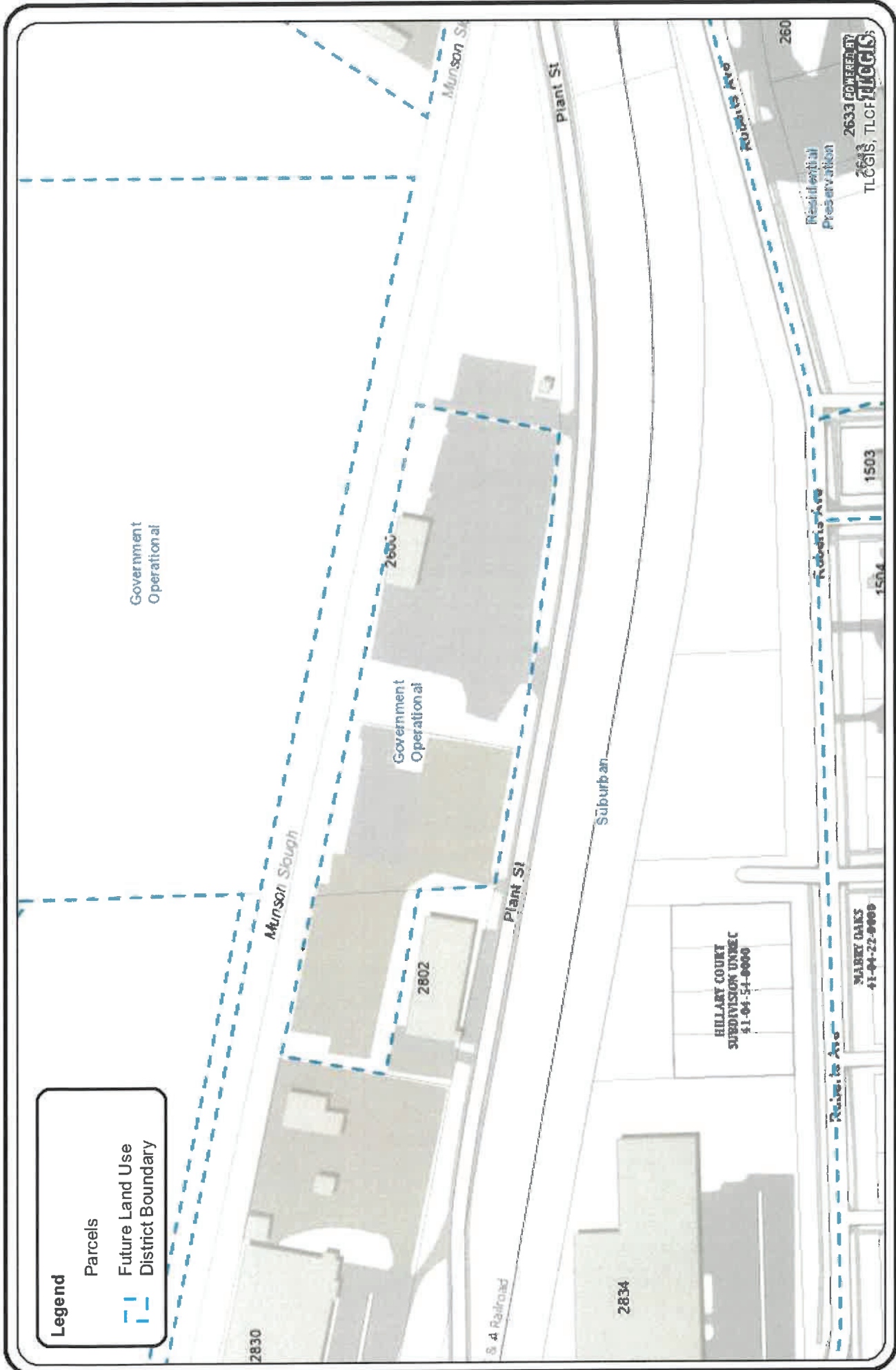
315 S. Calhoun St. Third Floor
Tallahassee, FL 32301

Phone: (850) 606-6200
Fax: (850) 606-6201

Email: admin@leonpa.org
Website: leonpa.org

DISCLAIMER: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

Date Printed: Apr 25, 2023



Legend

Parcels

Future Land Use District Boundary

Scale:

Not To Scale:

Date Drawn: April 25, 2023

Tallahassee/Leon County GIS
 Management Information Services
 Leon County Courthouse
 301 S. Monroe St, P3 Level
 Tallahassee, FL 32301
 850/606-5504
<http://www.tlccgis.org>



Land Information

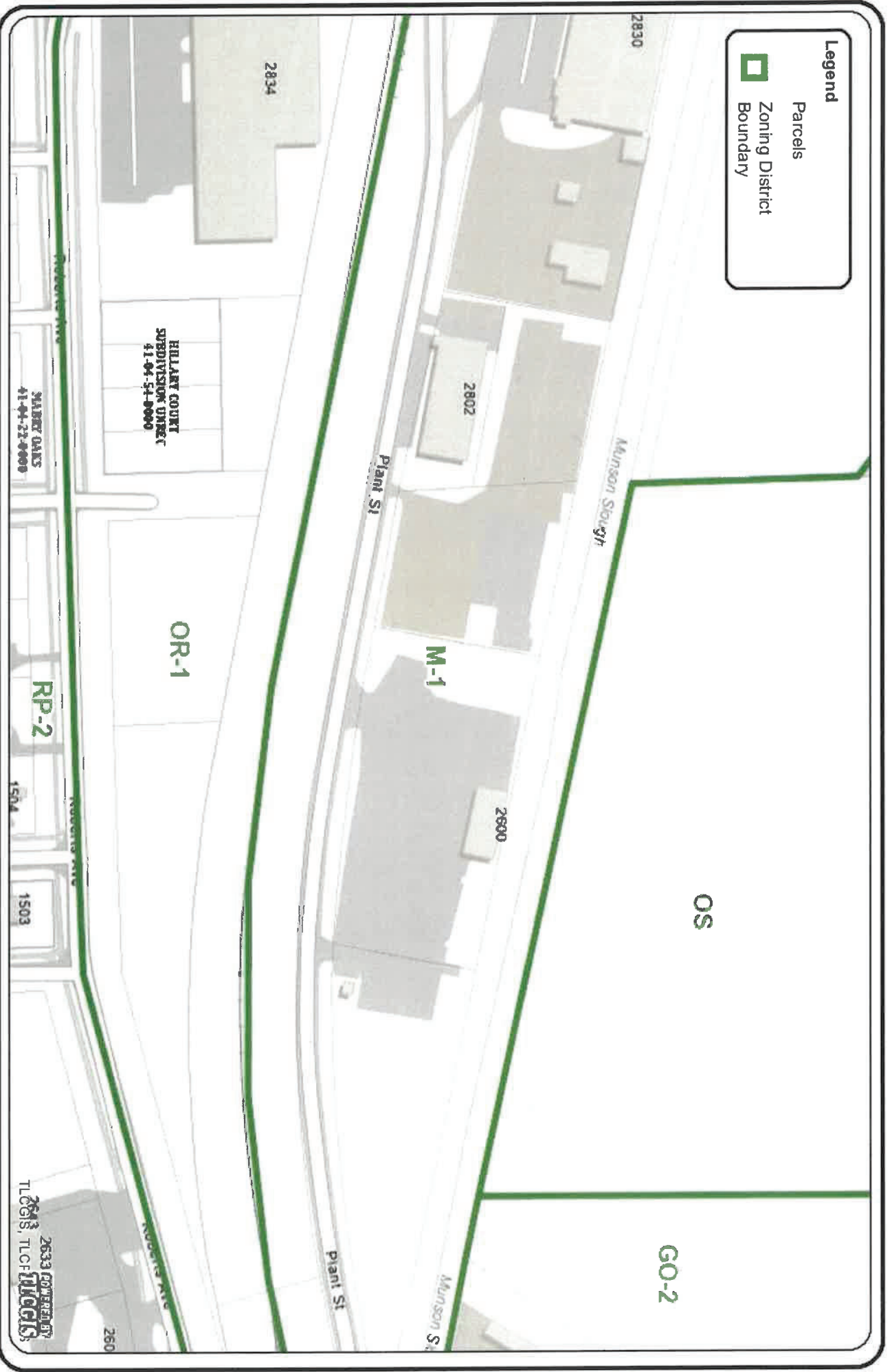
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Legend

- Parcels
- Zoning District
- Boundary



Land Information

DISCLAIMER

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Scale:	Tallahassee/Leon County GIS Management Information Services
Not To Scale:	Leon County Courthouse 301 S. Monroe St, P3 Level Tallahassee, FL 32301
Date Drawn:	850/606-5504
April 25, 2023	http://www.tlccgis.org

AERIAL MAP



EXHIBIT C
ENVIRONMENTAL FEATURES



This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

Natural Features Map

DISCLAIMER

Legend

- Parcels
- Waterbody

Watercourse

- River
- Stream
- Hidden Stream
- Wetland
- Basins
- Watersheds
- Base Flood Elevation Profile Lines (Ft)
- Zone AE - 100 Year (Floodway)
- Zone AE - 100 Year
- Zone A - 100 Year
- Zone X5 - 500 Year
- Subdivision Boundaries



TLOGIS, FEMA, FLOGIS, TLOGIS, USOSEM, TLOGIS, USPAQ, USGS, Dewberry LLP

2023
 POWERED BY
 TLOGIS



Scale:

Not To Scale:

Date Drawn: April 25, 2023

Tallahassee/Leon County GIS Management Information Services
 Leon County Courthouse
 301 S. Monroe St, P3 Level
 Tallahassee, FL 32301
 850/606-5504
<http://www.tlogis.org>

IV. ACKNOWLEDGEMENT

Individual

Signature
Print Name: _____
Address: _____
Phone No.: _____

Corporation

Bannerman Opp Fund LLC
Print Corporation Name
By: [Signature]
Signature
Print Name: Behzad Ghazvini
Its: Manager
Address: 4709 SW Tallahassee St
Phone No.: _____

Partnership

Print Partnership Name
By: _____
Signature
Print Name: _____
Its: _____
Address: _____
Phone No.: _____

Please use appropriate notary block.

STATE OF _____
COUNTY OF _____

Individual

Before me, this _____ day of _____, 20____, personally appeared _____ who executed the foregoing instrument, and acknowledged before me that same was executed for the purposes therein expressed.

Corporation

Before me, this 15th day of August, 2023, personally appeared Behzad Ghazvini of Bannerman Opp Fund, a Florida corporation, on behalf of the corporation, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.

Partnership

Before me, this _____ day of _____, 20____, personally appeared _____, partner/agent on behalf of _____, a _____ partnership, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.

Personally known ; or
Produced identification _____
Type of identification produced: _____

[Signature]
Signature of Notary

Print Name: Tracy Waters
Notary Public

(NOTARY STAMP)

My commission expires: 3/2/25



Attachment 3

Attach a legal description and a copy of the deed for the subject property

Prepared By and Return To:
G & G Title Agency, Inc.
2514 Millstone Plantation Road
Tallahassee, FL 32312

Order No.: G22-1032

Property Appraiser's Parcel I.D. (folio) Number:
4104208510000

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED made this August 31, 2022 by Leon County School Board, fka The Board of Public Instruction of Leon County, Florida existing under the laws of Florida and having its principal place of business at 2757 W Pensacola Street, Tallahassee, FL 32304 (the "Grantor"), and Bannerman Opp Fund LLC, whose post office address is 4708 Capital Circle NW, Tallahassee, FL 32303, (the "Grantee"):

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representative and assigns of individuals, and the successors and assigns of corporations.)

WITNESSETH: That the Grantor, for and in consideration of the sum of Ten And No/100 Dollars (\$10.00) and other valuable consideration, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situated in County of Leon, State of Florida, viz:

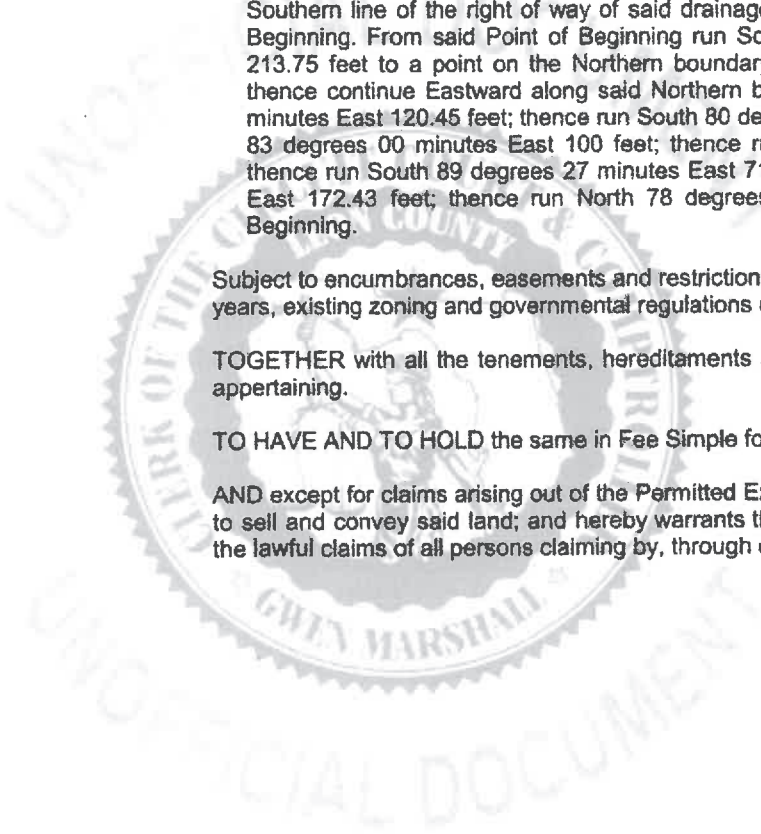
Commence at the Northwest corner of Section 4, Township 1 South, Range 1 West, and run North 88 degrees 54 minutes East along the North line of said Section 4 a distance of 2629.67 feet; thence run South 00 degrees 12 minutes East a distance of 1071.55 feet to a point on the Southern right of way line of a city drainage ditch; thence run South 78 degrees 27 minutes East along said Southern line of the right of way of said drainage ditch a distance of 1035.43 feet to the Point of Beginning. From said Point of Beginning run South 10 degrees 36 minutes West a distance of 213.75 feet to a point on the Northern boundary line of the right of way of an unnamed street; thence continue Eastward along said Northern boundary line of said street South 79 degrees 57 minutes East 120.45 feet; thence run South 80 degrees 31 minutes East 100 feet; thence run South 83 degrees 00 minutes East 100 feet; thence run South 86 degrees 13 minutes East 100 feet; thence run South 89 degrees 27 minutes East 71.5 feet; thence run North 11 degrees 21 minutes East 172.43 feet; thence run North 78 degrees 27 minutes West 492.05 feet to the Point of Beginning.

Subject to encumbrances, easements and restrictions of record, taxes for the year 2022 and subsequent years, existing zoning and governmental regulations (the "Permitted Exceptions").

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining.

TO HAVE AND TO HOLD the same in Fee Simple forever.

AND except for claims arising out of the Permitted Exceptions; Grantor has good right and lawful authority to sell and convey said land; and hereby warrants the title to said land and will defend the same against the lawful claims of all persons claiming by, through or under the said Grantor, and no other.



IN WITNESS WHEREOF, the Grantor has caused these presents to be executed in its name, and its corporate seal to be hereunto affixed, by its proper officers duly authorized, the day and year first above written.

Signed, sealed and delivered in presence of:

Janet D. Wilks
Witness Signature
Janet D. Wilks
Printed Name of First Witness

[Signature]
Witness Signature
Daniel Allen Hunt
Printed Name of Second Witness

Leon County School Board
BY: [Signature]
Darryl E. Jones
Chairman of the Board

Grantor Address:
2757 W Pensacola Street
Tallahassee, FL 32304

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me by means of physical presence this 31st of August, 2022 by Darryl E. Jones, as Chairman of the Board of Leon County School Board, who is/~~are~~ personally known to me or who produced _____ as identification.

Janet D. Wilks
Notary Public
(SEAL)



UNOFFICIAL DOCUMENT

Attachment 4

Include a completed rezoning application (if applicable)

- Rezoning applications for both the City and County are available at <https://www.talgov.com/place/pln-luapps.aspx>.
- The application fee for the rezoning is NOT collected at the time of your Application for Amendment of Future Land Use Map Designation. The fee for the rezoning application will be collected after the Local Planning Agency Public Hearing.

SCHOOL IMPACT ANALYSIS FORM

Agent Name: Robert Volpe Applicant Name: Bannerman OPP Fund, LLC Address: 4708 Capital Circle NW, Tall, FL 32303	Date: Telephone: Fax: 850-354-5124 Email: rvolpe@holtzmanvogel.com									
① Location of the proposed Comprehensive Plan Amendment or Rezoning: <i>Tax ID #:</i> 4104208510000 <i>Property address:</i> 2600 Plant Street <i>Related Application(s):</i>										
② Type of requested change: <input type="checkbox"/> Comprehensive plan land use amendment that permits residential development. <input type="checkbox"/> Rezoning that permits residential development. <input type="checkbox"/> Nonresidential land use amendment adjacent to existing residential development. <input type="checkbox"/> Nonresidential rezoning adjacent to existing residential development. <input checked="" type="checkbox"/> None of the above										
③ Proposed change in Future Land Use and Zoning classification: <input checked="" type="checkbox"/> <i>Comprehensive plan land use</i> From: <u>Government Operation</u> To: <u>Suburban</u> <input type="checkbox"/> <i>Zoning</i> From: _____ To: _____										
Planning Department staff use only:										
④ Maximum potential number of dwelling units allowed by the request: <i>Number of acres:</i> _____ <i>Number of dwelling units allowed per acre:</i> _____ <i>Maximum number of dwelling units allowed:</i> _____ <i>Type(s) of dwelling units:</i> _____										
Leon County Schools staff use only:										
⑤ School concurrency service areas (attendance zones) in which property is located. <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Elementary:</td> <td style="width: 33%;">Middle:</td> <td style="width: 33%;">High:</td> </tr> <tr> <td>Present capacity _____ %</td> <td>_____ %</td> <td>_____ %</td> </tr> <tr> <td>Post Development capacity _____ %</td> <td>_____ %</td> <td>_____ %</td> </tr> </table>		Elementary:	Middle:	High:	Present capacity _____ %	_____ %	_____ %	Post Development capacity _____ %	_____ %	_____ %
Elementary:	Middle:	High:								
Present capacity _____ %	_____ %	_____ %								
Post Development capacity _____ %	_____ %	_____ %								

This form is required by §8.3 of the Public School Concurrency and Facility Planning Interlocal Agreement as adopted on September 1, 2006 by the City of Tallahassee, Leon County, and Leon County School Board. Pursuant to §6.4 of the Agreement, the City or County will transmit the School Impact Analysis Form to a designated employee of the School Board for review at the same time the application is submitted to all departments for review.



Attachment 6

Attach the potable water and sanitary sewer capacity and availability analysis

- The analysis should be based on the **maximum development potential of the requested category**.
- Contact City of Tallahassee Utilities Department at (850) 891-6105 or Talquin Electric Cooperative at (850) 627-7651 and provide them with a copy of your completed Pre-Application Conference Form indicating the maximum development potential.

TRANSIT SERVICE ANALYSIS FORM

Agent Name: Robert Volpe	Date:
Applicant Name: Bannerman OPP Fund, LLC	Telephone:
Address: 2600 Plant Street	Fax: 850-354-5124
	Email: rvolpe@holtzmanvogel.com

① **Location of the proposed Comprehensive Plan Amendment or Rezoning:**

Tax ID #: 4104208510000
Property address: 2600 Plant Street
Related Application(s):

② **The proposed site is located within ¼ mile of a stop for the following bus routes:**

Weekday Routes (list routes below):

Live Oak

Campus Routes (list routes below):

Other Routes (list routes below):

*Maps and route schedules are available on the StarMetro website at
<http://www.talgov.com/starmetro/starmetro-routes.aspx>*

Attachment 8

Attach the Applicant Statement

Answer the questions on a separate sheet(s) - these questions provide the applicant with an opportunity to explain why the requested change is needed, impacts of the change, and consistency with our community's Comprehensive Plan.

1. Why do you want to change the Future Land Use Map?
2. Is your request compatible with adjacent and nearby properties?
3. Are there any existing code violations associated with the subject property?
4. How does your request further the concepts reviewed in the Vision Statement for the Comprehensive Plan? This is an opportunity to explain to citizens and elected officials how the requested change fits into the larger vision provided by the Comprehensive Plan.

The Vision Statement is available at the link below.

https://www.talgov.com/Uploads/Public/Documents/place/comp_plan/tlc-cp00-introd.pdf

Informal Neighborhood Meeting Form for Developments and Land Use Changes

The Planning Department strongly encourages applicants for development approval or land use changes adjacent to single family residential land uses to meet informally with adjacent neighbors or the Neighborhood/Homeowner's Association(s) to provide an early opportunity for dialogue. The applicant and/or neighborhood(s) may use this attachment, at their discretion, to indicate to relevant Departments and recommending bodies the outcome of any discussions. Please answer the questions below, using additional pages if necessary

Type of application: **Comp. Plan Amendment** **Rezoning** **Development**

Formal title of application: _____

Name of writer: _____ Date: _____

Writer's affiliation (applicant/association/other): _____

1. Did the applicant meet with the affected Neighborhood/ Homeowner's Association(s) or other residents?

Yes No

A. Title of the Association(s): _____

B. Name of neighborhood(s): _____

C. Dates of meeting(s): _____

D. Number of residents/representatives present at each meeting: _____

3. What initial concerns did the neighborhood or representatives communicate?

4. If any, how did the applicant revise plans in to address the above concerns?

5. If revisions were made, did they resolve concerns of the neighbors/representatives?

All concerns were resolved Some concerns were resolved but not others

No concerns were resolved

6. If plans were revised, what continuing or new concerns did the neighborhood communicate?

7. Can the continuing or new concerns be alleviated through a *reasonable* revision of plans?

Yes No

8. Is the applicant willing to continue discussions with the neighbors or representatives?

Yes No

Optional Sustainable Development Pattern Survey

The City of Tallahassee and Leon County have consistently expressed a commitment to promote more sustainable development patterns. Consistent with this commitment, the Planning Department requests that applicants complete the following survey.

Is the proposed site in the: City or County

Is the proposed site in the Urban Services Area: Yes or No

Is the proposed site in the Multimodal Transportation District: Yes or No

Is the proposed site near the following existing or approved developments?

	Within ¼ mile	Within ½ mile	Sidewalks available? (Y/N)	Bike lanes available? (Y/N)	Multiuse Trail available? (Y/N)
Elementary School					
Middle School					
High School					
College/ University					
Employment Center					
Shopping Center					
Grocery Store					
Restaurant					
Bank					
Pharmacy					
Convenience Store					
Bus stop					
Park or Greenway					
Other Neighborhood					

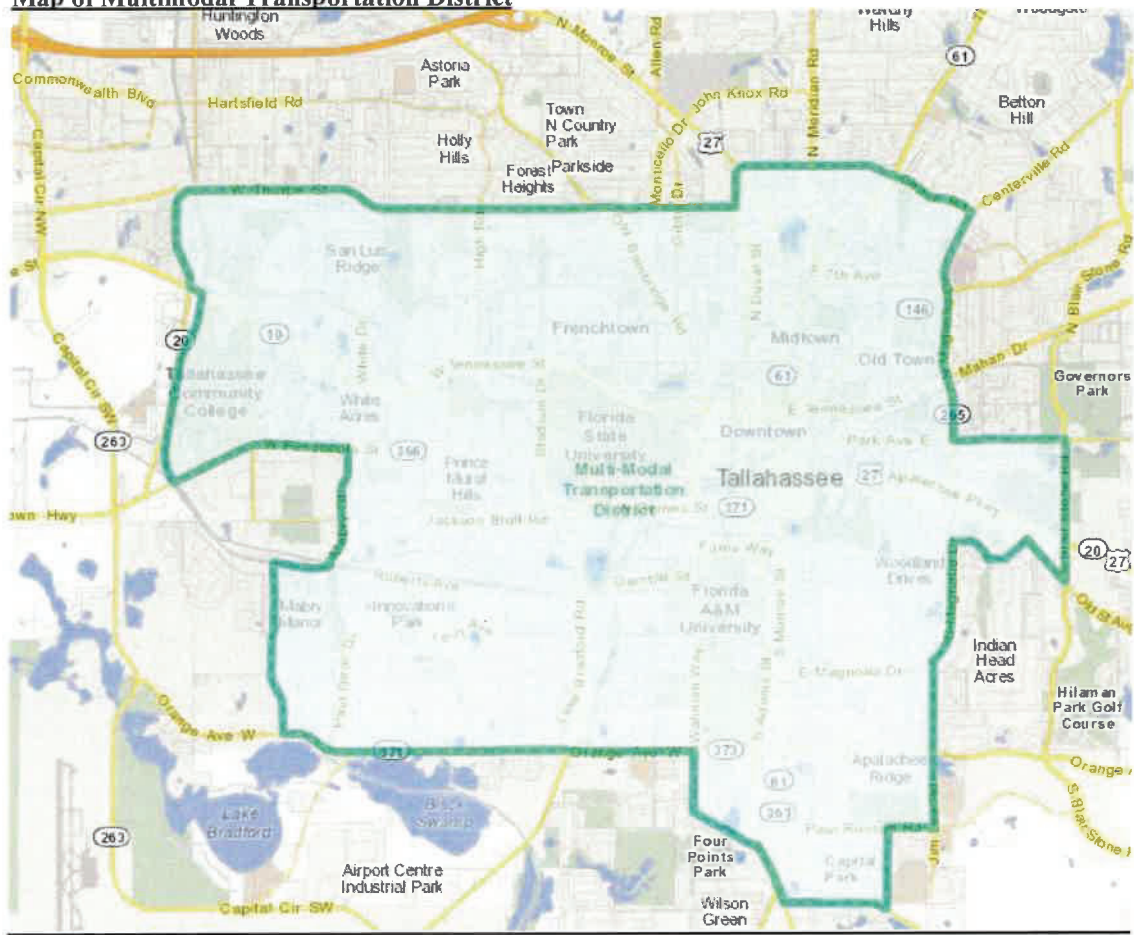
What the Comprehensive Plan says about sustainable development patterns:

The Comprehensive Plan provides significant direction on the preferred location and type of growth desired by the City and County, in general terms and in relation to specific areas and land use categories. These policies indicate that services, including mass transit, transportation, parks, and utilities, should be available within the Urban Services Area, especially within the Central Core and Southern Strategy Areas. In addition, many policies infer promotion of mixed-use land development patterns, "walk to" commercial, safe pedestrian access, and encourage a reduction of the number and lengths of vehicle trips. For example, the Parks and Recreation Element directs the Commission to include density as a consideration in acquiring a "local" park: specifically, the Commission should consider whether 5,000 people live within 1/2 mile of the proposed park, a density of approximately 4 dwelling units per acre.

Map of Urban Services Area



Map of Multimodal Transportation District





**Comprehensive Plan Future Land Use Map Amendment Process
and Application Information for
the City of Tallahassee and Leon County**



Updated April 1, 2023

This document provides an overview of the process for amending the Future Land Use Map and additional information to help you submit a complete application. Failure to submit a complete application by the deadline may result in your application being scheduled for the next available amendment cycle. If you have questions about the amendment process or completing the application for amendment, please call TLCPD staff at (850) 891-6400.

I. DEADLINES

Pre-application conference with TLCPD staff
Submittal of a complete application

**Wednesday, September 13, 2023
Friday, September 22, 2023 at 5:00 PM**

Applications will not be accepted without a pre-application conference and submission of all required information and fees. Please contact TLCPD staff in advance to schedule a pre-application conference.

Applications received after the application deadline will be scheduled for the next available amendment cycle. The department has 10 business days following the application deadline to determine if the application is complete - incomplete applications will be returned to the applicant. However, if during the course of staff review it is determined that information is inaccurate, methodologically unsound or insufficient to draw an informed decision; the applicant will be provided an opportunity to provide additional information.

II. AMENDMENT PROCESS

A. Amendment Schedule

The Plan amendment process takes approximately nine months from the application deadline to the effective date of the amendments. The active portion of the process involving workshops and hearings is about six months long. A listing of amendment related meetings, dates, times, and locations are available at <http://www.tal.gov.com/place/planning.aspx> under the Comprehensive Planning section.

B. Public Notification

State law requires the plan amendment public hearings of the Local Planning Agency and City-County Commissions be advertised in a newspaper of general circulation. In addition to fulfilling this minimum requirement under state law, the City and County Commissions have chosen to expand notification requirements, including posting signs on the properties that are the subject of map amendment requests and mailing individual notices to nearby property owners. Notices of meetings are also submitted to the respective City and County public information officers for inclusion in periodic community services listings and announcements of meetings.

III. APPLICATION INFORMATION

Application Fee: Fees are assessed based on size of the land use change request and due at the time of application submittal. Applications will not be considered complete without receipt of application fee.

City Small Scale Map Amendments (applications totaling 50 acres or fewer):

\$2,500 plus actual cost of direct notice to property owners within 1000' of the amendment and legal advertising (and rezoning fee, if applicable)

County Small Scale Map Amendments (applications totaling 50 acres or fewer):

\$1,400 plus \$250 fee for direct notice to property owners within 1000' of the amendment and legal advertising (plus rezoning fee, if applicable)

City Large Scale Map Amendments (applications totaling more than 50 acres):

\$4,000 plus actual cost of direct notice to property owners within 1000' of the amendment and legal advertising (plus rezoning fee, if applicable)

County Large Scale Map Amendments (applications totaling more than 50 acres):

\$2,800 plus \$250 fee of direct notice to property owners in rural areas within 1500' of the amendment and legal advertising (plus rezoning fee, if applicable)

Privately Initiated Text Amendments (see separate text amendment application)

\$1,500 plus actual cost of direct notice and legal advertising

The fee for the rezoning application will be collected after the Local Planning Agency Public Hearing.

Request for Future Land Use Map Amendment: The full application includes four sections:

- A. Applicant Information
- B. Required Attachments #1-8
- C. Optional Attachments #9-10
- D. Additional application requirements.

A. Applicant Information

This section requests basic information about the amendment request. You may choose to list the landowner(s) or a designated agent as the applicant for the amendment. If you have questions about the current or requested Future Land Use Map designation, please call Planning Department staff at (850) 891-6400.

B. Required Attachments

Information on each attachment is included below. Please include each item as an attachment to your application labeled with the same numbering system used below.

Attachment 1: Signed Copy of the Pre-application Conference Form

- The pre-application deadline for the next amendment cycle is **Wednesday, September 13, 2023**.
- A pre-application conference with Planning Department staff must be completed prior to filing an application for a comprehensive plan map amendment. During the pre-application conference, staff will answer any questions you may have and review the application process.

At the end of the conference, staff will provide you with a signed copy of the pre-application conference form to be included as Attachment 1 to your application. To schedule a pre-application conference, please call (850) 891-6400.

Attachment 2: Applicant's Affidavit of Ownership & Designation of Agent

- If you are the property owner and will be representing yourself during the amendment process, please complete the first section "I. Ownership" and section "IV. Acknowledgement"
- If an agent is representing the owner(s), please complete the entire form.

Attachment 3: Legal Description or Deed for the Subject Property

Attachment 4: Completed Rezoning Application (if applicable)

- Rezoning applications for both the City and County are available at <https://www.talgov.com/place/pln-luapps.aspx>.
- For the purpose of applying for a Future Land Use Map change, the Planning Department does not require a Natural Features Inventory to consider your rezoning application complete.
- The application fee for the rezoning is NOT collected at the time of your Application for Amendment of Future Land Use Map Designation. The fee for the rezoning application will be collected after the Local Planning Agency Public Hearing.

Attachment 5: Completed School Impact Analysis Form

- The Planning Department will forward the form to the School Board for an analysis of available school capacity.

Attachment 6: Potable Water and Sanitary Sewer Capacity and Availability Analysis

- The analysis should be based on the **maximum development potential of the requested category**.
- Contact City of Tallahassee Utilities Department (850-891-6105) or Talquin Electric Cooperative (850-627-7651) and provide them with a copy of your completed Pre-Application Conference Form indicating the maximum development potential.

Attachment 7: Transit Service Analysis

- Provide detailed description of subject property's proximity to bus routes, bus stops, headway time, and span of service (hours of the day bus service is available). StarMetro route information is available at <http://www.talgov.com/starmetro/>

Attachment 8: Applicant Statement

- **Answer the questions on a separate sheet(s)** - these questions provide the applicant with an opportunity to explain why the requested change is needed, impacts of the change, and consistency with our community's Comprehensive Plan. A copy of the Comprehensive Plan Vision Statement is attached for your use in answering the questions.

C. Optional Attachments

Attachment 9: Neighborhood Meeting Form

- The Planning Department strongly encourages applicants adjacent to single family residential land uses to meet informally with adjacent neighbors or the Neighborhood/Homeowner's Association(s) to provide an early opportunity for dialogue. The applicant and/or neighborhood(s) may use the attached form, at their discretion, to indicate to relevant Departments and recommending bodies the outcome of any discussions.

Attachment 10: Sustainable Development Patterns

- The City of Tallahassee and Leon County have consistently expressed a commitment to promote more sustainable development patterns. In an effort to address those concerns, The Planning Department suggests that applicants complete this survey and include it with the application.

D. Additional Application Requirements

- **One (1) original signed copy** of the completed application, attachments, and supporting documentation shall be submitted to the Planning Department prior to the application deadline.
- **One (1) electronic version** of the completed application, attachments, and supporting documentation shall also be submitted on a CD, DVD, or USB flash drive.
- The required format for all text documents is MS Word or PDF. The required file format for all maps drawings and graphics is PDF, JPEG, PNG, or TIFF.
- Commitment to pay the rezoning application fee after the Local Planning Agency Public Hearing

EXHIBIT B
AERIAL AND FUTURE LAND USE MAP