



## APPLICATION FOR MINOR MODIFICATION TO A PLANNED UNIT DEVELOPMENT

THIS APPLICATION MUST BE TYPED OR PRINTED IN BLACK INK AND SUBMITTED WITH **FOUR (4) COPIES** TO:  
PLANNING AND DEVELOPMENT DEPARTMENT, 128 EAST FORSYTH STREET, SUITE 700, JACKSONVILLE, FL 32202

1. DATE FILED: \_\_\_\_\_

2. PUD ORDINANCE NUMBER TO BE  
MODIFIED: \_\_\_\_\_

3. APPLICATION NUMBER:  
(Assigned by Planning Department)

4. NAME AND ADDRESS OF OWNER OF RECORD:  
(Application may be filed only by the owner of the property or the  
Owner's Authorized Agent)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. PROPERTY ADDRESS: \_\_\_\_\_

BETWEEN STREETS \_\_\_\_\_ and \_\_\_\_\_

6. HAVE PREVIOUS APPLICATIONS FOR MINOR  
MODIFICATION BEEN FILED CONCERNING THE PUD?  
\_\_\_\_\_ IF YES, STATE APPLICATION NUMBERS:

\_\_\_\_\_

\_\_\_\_\_

7. MINOR MODIFICATION REQUESTED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. REQUIRED ATTACHMENTS: **Four (4) copies** of each of the  
following must be filed with application, on 8-1/2" x 11" paper.  
Check all that apply:

- Letter of authorization for agent to make application  
(required if request from someone other than owner)
- Legal description, including real estate number(s) of the  
subject property. May either be lot and block or metes and  
bounds.
- Adopted ordinance from original PUD Application
- Written description indicating the reason for the modification  
request, the changes in the PUD application, and supporting  
data
- Original and revised site plans
- OTHER: \_\_\_\_\_

(PLEASE DESCRIBE)

9. FEE	\$500.00
NOTIFICATION COSTS, PER ADDRESSEE	\$7.00

FOR DEPARTMENT USE ONLY

Application No. \_\_\_\_\_

FLUM Cat. \_\_\_\_\_

Council District \_\_\_\_\_

Set for Public Hearing on \_\_\_\_\_

Planning and Development Department (initial) \_\_\_\_\_

Neighborhood Association \_\_\_\_\_

**PLEASE SEE OTHER SIDE TO  
COMPLETE APPLICATION**

10. No application will be accepted until all the requested information has been supplied and the required fee has been paid. The acceptance of an application as being complete does not guarantee its approval by the Planning Commission. The applicant will be notified of the public hearing dates for the hearings on the application upon the filing of this application. The applicant or his authorized agent **MUST BE PRESENT** at the public hearing.
  
11. Notice of the time and place of the public hearing which is required to be held by Section 656.341 (f)(2) of the Zoning Code with respect to each Minor Modification shall be posted at least fourteen (14) days in advance of the scheduled public hearing by United States mail to all owners of real property within three hundred and fifty (350) feet of the boundaries of the land upon which a Minor Modification is requested; provided, that where such notice is determined by the Director to be insufficient to ensure actual notice to a majority of adjoining owners, he may require mailed notice to be given to such owners as the Director may determine to be appropriate. For the purpose of notice requirements to adjoining owners, the names and addresses of the owners shall be deemed to be those on the current tax records in the Office of the Property Appraiser. The failure of an owner required by this section to be notified by mail to receive the notice shall not invalidate or otherwise have any effect upon a public hearing or action taken by the Commission on an Application for Minor Modification, and the applicant for a Minor Modification shall post signs at intervals of not more than two hundred (200) feet along all street sides of property upon which the request is made in the form required by the Commission within three (3) working days after the filing for a Minor Modification. The sign shall be posted in full view of the public on each side of the land involved in a manner consistent with Section 656.124(c) and shall be maintained by the applicant until a final determination has been made on the minor modification. The sign shall be removed by the applicant within ten (10) working days after final action by the Commission. Appeals from decisions of the Commission shall be pursuant to Section 656, Part I, Subpart D, Ordinance Code.
  
12. Pursuant to Section 656.341 (f)(2) Zoning Code, the City Council may approve changes in the plans which comply with the following criteria:
  - (i) That there is no change in the approved land use(s), including the amount and general location thereof, no increase in the number of dwelling units or amount of non-residential floor area, or any associated characteristics of any use.
  - (ii) Driveways and /or streets do not significantly alter the general distribution of traffic or modify the public or private rights therein.
  - (iii) There is no change to any condition(s) set forth by the City Council in the ordinance which approved the Planned Unit Development district.

PLEASE STATE FACTS WHICH INDICATE THE PROPOSED CHANGES MEET THE ABOVE CRITERIA:

- (a) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
- (b) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
- (c) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND the information contained in this application, that I am the owner or authorized agent for the owner with authority to make this application, and that all of the information contained in this application, including the attachments, is true and correct to the best of my knowledge. I HEREBY APPLY FOR A MINOR MODIFICATION TO A PLANNED UNIT DEVELOPMENT, AS REQUESTED.

PLEASE PRINT:

\_\_\_\_\_  
Name(s) of Owner(s)

\_\_\_\_\_  
Name of Authorized Agent:

\_\_\_\_\_  
Address of Owner(s)

\_\_\_\_\_  
Address of Authorized Agent:

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

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

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Authorized Agent