



Formal Request for Land Use Change

Owners Name Printed: _____

Owners Full Address: _____

Owners Phone Number: _____

Owners E-mail: _____

Address of Requested Land Use Change: _____

I HEREBY MAKE A FORMAL REQUEST TO THE CITY OF MEXICO BEACH FOR A LAND USE CHANGE TO MY PROPERTY FROM THE CATEGORY OF

_____ TO _____

- CATEGORIES:
- | | |
|----------------------------|-----------------------|
| 1) Residential Low Density | 5) Tourist Commercial |
| 2) Residential General | 6) Public/Recreation |
| 3) General Commercial | 7) Mixed Use |
| 4) Tourist Residential | |

I _____ swear and affirm that I am the sole legal owner and title holder of the above stated property and have the full legal authority to make this request.

STATE OF FLORIDA
COUNTY OF BAY

On this _____ Day of _____, 20____

Who is personally known to me or has produced the following Identification

Type of Identification

Signature of person taking Acknowledgement
Notary Seal or Stamp with Expiration Date



The following Documents shall be necessary to complete your request for a Land Use Change:

- 1) A copy of a survey
- 2) A parcel number
- 3) A full legal description
- 4) A short letter to summarize why you are making the request
- 5) Each legal owner of the property shall sign a separate form, if there are multiple owners
- 6) A non-refundable required fee of: \$1,700.00 for under 50 acres or \$3,500.00 for 50 or more acres plus the cost of any notice
- 7) If a rezoning request is made with the Comprehensive Plan Future Land Use Map amendment, an additional charge of \$500.00 is required if both requests are processed simultaneously.

The above stated items shall be required at the time of submission, or the request will not be accepted or processed. Please keep a copy of all items submitted. This process is very lengthy and requires public notifications and public hearings. You will be notified in regard to each meeting or hearing involving your request.

Return this completed form along with the above requested documents to:

City of Mexico Beach
Attn: Building Department
201 Paradise Path
Mexico Beach, FL 32456