



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.

The deadline for pre-application conferences for this amendment cycle is Friday, August 14, 2026. Please contact the Planning Department in advance to schedule a pre-application conference by calling (850) 891-6400.

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ E-mail: \_\_\_\_\_

Property located in: \_\_\_\_\_ City \_\_\_\_\_ Unincorporated County

Tax I.D. #: \_\_\_\_\_ Parcel size (acres): \_\_\_\_\_

Current Future Land Use Map designation: \_\_\_\_\_

Requested Future Land Use Map designation: \_\_\_\_\_

Large Scale Amendment (more than 50 acres)

Concurrent Rezoning: From \_\_\_\_\_ to \_\_\_\_\_

Maximum development: Residential units: \_\_\_\_\_ Nonresidential square feet: \_\_\_\_\_

Is the amendment located within a "Neighborhood First" planning area? \_\_\_\_\_

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:

Three horizontal lines for notes.

Planner

Applicant



# Pre-Application Conference Form For Text Amendment



**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.

The deadline for pre-application conferences for this amendment cycle is **Friday, August 14, 2026**. Please contact the Planning Department in advance to schedule a pre-application conference by calling (850) 891-6400.

Text Amendments submitted by entities other than a department of Leon County or City of Tallahassee government or the Local Planning Agency must be approved by the City or County Commission before they are included in the Comprehensive Plan Amendment Cycle.

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Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

Goals, Objectives, Policy Numbers, or figures to be amended: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is an expansion to the Urban Services Area requested or required?  Yes  No

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### Conference Review Items

- Provide application form
- Review required attachments
- Review additional application requirements

Notes:

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\_\_\_\_\_  
\_\_\_\_\_

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Planner

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Applicant