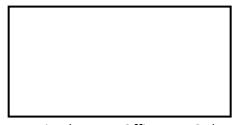


# CONCURRENCY MANAGEMENT APPLICATION FOR A TRANSFER OF A TRANSPORTATION CAPACITY RESERVATION CERTIFICATE

Development Services – Planning Division 150 N. Lakeshore Drive | Ocoee, FL 34761 Phone: 407.905.3157



Received Date - Office Use Only

The purpose of the City of Ocoee's Concurrency Management System (CMS) is to ensure the availability of public facilities and services for new development. The concurrency requirement is a provision in the Growth Management Act that gives local governments the authority to manage growth effectively. Essentially, the concurrency requirement means that needed public facilities must be in place or planned concurrent with the impacts of new growth. This provision ensures that all users of public facilities will be guaranteed specific levels of service (LOS) and that new development will not degrade those levels of service.

The City of Ocoee's Comprehensive Plan contains the LOS standards and policies for meeting the state concurrency requirements. The Comprehensive Plan also contains the goals, objectives and policies which will direct future development in the City of Ocoee. The Land Development Code (LDC) is the implementing mechanism for the Comprehensive Plan. This document contains all the rules, standards and criteria which govern all land development. The LDC also includes the adopted procedures for the CMS, to be known as Article IX of the LDC.

A concurrency evaluation is required for all new development and redevelopment that has an impact on the LOS of public facilities and services unless exempted specifically. Refer to Article IX of the LDC to ascertain if your plans need a concurrency evaluation.

An initial determination of concurrency must be performed by the City of Ocoee prior to approval of a Preliminary Site Plan or Preliminary Subdivision Plan. A Preliminary Certificate of Concurrency will then be issued setting forth the infrastructure status. This Preliminary Certificate of Concurrency is non-binding. A Final Certificate of Concurrency may be applied for any time after Preliminary Plan approval. The Final Certificate of Concurrency is binding for the time periods indicated on the certificate. Subject to the extension provisions set forth below, the transportation capacity reservation is valid for ninety (90) days.

A Final Certificate of Concurrency shall evidence satisfaction of all concurrency requirements with respect to the issuance of the building permits related thereto, subject to the terms and conditions of such certificate. In the event all or a portion of the Final Certificate of Concurrency has expired, it will be necessary to reapply for a new certificate with respect to portions of such initial Final Certificate of Concurrency which have expired. The traffic circulation portion may be renewed once for an additional 90 days with the issuance of a new Final Certificate of Concurrency.

After that, the term of the Final Certificate of Concurrency shall only be extended for one (1), two (2), or three (3) years with respect to traffic circulation by obtaining a Transportation Capacity Reservation Certificate (TCRC) pursuant to Section 9-7 of Article IX of the Land Development Code. You must apply for a TCRC within seventy (70) days from the date of your transportation reservation (or any extension thereof) under your Final Certificate of Concurrency.

If you have any questions or would like to purchase a copy of Article IX, please call the City of Ocoee's Development Services Department at (407) 905-3157.

# NEW (PROPOSED) CERTIFICATE OWNER INFORMATION

NAME:
MAILING ADDRESS:
PHONE:
CONTACT PERSON:
(Complete attached ownership list.)
NEW AGENT INFORMATION (IF APPLICABLE)
NAME:
MAILING ADDRESS:
PHONE:
TIONE.
CURRENT CERTIFICATE OWNER INFORMATION
NAME:
MAILING ADDRESS:
PHONE:

	INFORMATION (If this is a partial transfer, provide all information for both the new see for which the transfer is being made and the remainder of the current certificate.)
ROJECT	NAME (Please include all names associated with the project.)
GENERA	L LOCATION (Address, if applicable, and location map.)
AX PAR	CEL IDENTIFICATION NUMBER:
	TAGE OF DEVELOPMENT IS THE PROJECT IN? HAVE BUILDING PERMITS BEEN ISSUED FOR JECT? IF SO, HOW MANY?

WILL THE NEW CERTIFICATE OWNER BE PROPOSING ANY CHANGES TO THE EXISITING PLANS FOR PROJECT? (Physical changes as well as changes to the phasing schedule?) IF SO, EXPLAIN.	ГНЕ
	_
IF THIS IS A PARTIAL TRANSFER, STATE THE TRANSPORTATION CAPACITY ALLOCATED THE TRANSFEREE WITH A LEGAL DESCRIPTION OF THE REAL PROPERTY TO WHICH THE TRANSFER BEING MADE AND STATE THE TRANSPORTATION CAPACITY BEING RETAINED BY THE CURRENCE CERTIFICATE HOLDER AND PROPOSED REALLOCATION.	IS
	_
OTHER RESERVATION INFORMATION	_
DOES THE NEW CERTIFICATE OWNER HAVE ADEQUATE WATER CAPACITY RESERVED FOR THE PRO (Please give the amount reserved and the Developer Agreement information associated with the reservation. If capacity has not been reserved, the applicant should explain.)	IJECT
	_ _ _
DOES THE NEW CERTIFICATE OWNER HAVE ADEQUATE SEWER CAPACITY RESERVED FOR THE PROJECT? (Please give the amount reserved and the Developer Agreement information associated with the reservation. If capacity has not been reserved, the applicant should explain.)	Ł
	_

#### CONCURRENCY APPLICATION TO TRANSFER CAPACITY

DOES THE NEW CERTIFICATE OWNER OWN THE REAL PROPERTY TO WHICHTHE CERTIFICATE IS BEING TRANSFERRED?
IS YES, ATTACH A COPY OF DEED TO NEW CERTIFICATE HOLDER.
ADDITIONAL COMMENTS, IF ANY. PLEASE LIST BELOW ANY ADDITIONAL INFORMATION IN SUPPORT OF THIS APPLICATION.

\* NOTE: RETURN COMPLETED APPLICATION TO DEVELOPMENT SERVICES DEPARTMENT, CITY OF OCOEE, 150 NORTH LAKESHORE DRIVE, OCOEE, FL 34761. APPLICATION FEES SHOULD BE MADE PAYABLE TO THE CITY OF OCOEE.

#### **AUTHORIZED SIGNATURE, NEW (PROPOSED) CERTIFICATE OWNER:**

My signature on this application as owner, or as the authorized agent, acknowledges that I understand the following:

- A Final Certificate of Concurrency (FCC) encumbers transportation capacity for ninety (90) days. Within the 90-day period, I must obtain a one-time renewal of my FCC for traffic circulation or receive a building permit or a Transportation Capacity Reservation Certificate building permit or a Transportation Capacity Reservation Certificate (TCRC); otherwise the FCC expires for a transportation capacity. I understand that only one additional FCC (two total for each project for a total of 180 days) may be obtained before I must obtain a TCRC or a building permit and that I must apply for a TCRC by the 70<sup>th</sup> day of my 90-day transportation reservation (or any 90-day extension thereof).
- A FCC reserves both solid waste capacity and recreation capacity for one (1) year from the date of issuance of the FCC.
- AFCC reserves stormwater drainage capacity for one (1) year from the date of issuance of the FCC, subject to obtaining final engineering, if applicable, incompliance with the Land Development Code and other such stormwater drainage approvals as may be required by the Land Development Code and other such storm water drainage approvals as maybe required by the Land Development Code and other applicable laws, statutes, ordinances, rules and regulations.
- Sanitary sewer and potable water reservation capacity is done in accordance with the terms of independent developer agreements to be entered into with the City of Ocoee. A Final Certificate of Concurrency does not modify any such developer agreement.
- My building permit will not be approved if the proposed use(s), square footage and/or number of units listed on the permit application are greater than those submitted on this application and for which the Final Certificate of Concurrency (FCC) has been issued. I understand that I will need to apply for a separate FCC for any proposed use(s), square footage and/or number of units not included in my FCC.
- The City of Ocoee may require additional information in order for an accurate assessment to be conducted. I understand that the City of Ocoee cannot conduct special studies such as traffic counts on roads not regularly monitored and that I may be required to submit a traffic study obtained at my own expense. I also understand that review and approval of proposed development may be postponed for a reasonable time period in order for me to gather additional information. I also understand that proposed development may be denied approval for my failure to provide adequate information on the projected impacts created by the development.
- I acknowledge that the information contained in this application is true and correct to the best of my knowledge.

OWNER OR OWNER'S AUTHORIZED AGENT:	
SIGNATURE/TITLE	DATE
PRINT NAME AND TITLE	

[NOTE: THIS AUTHORIZED SIGNATURE PAGE MUST BE EXECUTED BY ALL OWNERS OR BY AN AUTHORIZED AGENT. IF THERE IS MORE THAN ONE OWNER, DUPLICATE THIS FORM FORTHE ADDITIONALSIGNATURES.]

#### **AUTHORIZED SIGNATURE, CURRENT CERTIFICATE OWNER:**

My signature on this application as owner, or as the authorized agent, acknowledges that I understand the following:

- A Final Certificate of Concurrency (FCC) encumbers transportation capacity for ninety (90) days. Within the 90 day period, I must obtain a one-time renewal of my FCC for traffic circulation or receive a building permit or a Transportation Capacity Reservation Certificate (TCRC); otherwise the FCC expires for a transportation capacity. I understand that only one additional FCC (two total for each project for a total of 180 days) may be obtained before I must obtain a TCRC or a building permit and that I must apply for a TCRC by the 70<sup>th</sup> day of my 90-day transportation reservation (or any 90-day extension thereof).
- AFCC reserves both solid waste capacity and recreation capacity for one (1) year from the date of issuance of the FCC.
- AFCC reserves stormwater drainage capacity for one (1) year from the date of issuance of the FCC, subject to obtaining final
  engineering, if applicable, incompliance with the Land Development Code and other such stormwater drainage approvals as
  may be required by the Land Development Code and other such stormwater drainage approvals as may be required by
  the Land Development Code and other applicable laws, statutes, ordinances, rules and regulations.
- Sanitary sewer and potable water reservation capacity is done in accordance with the terms of independent developer agreements to be entered into with the City of Ocoee. A Final Certificate of Concurrency does not modify any such developer agreement.
- My building permit will not be approved if the proposed use(s), square footage and/or number of units listed on the permit
  application are greater than those submitted on this application and for which the Final Certificate of Concurrency (FCC) has
  been issued. I understand that I will need to apply for a separate FCC for any proposed use(s), square footage and/or
  number of units not included in my FCC.
- The City of Ocoee may require additional information in order for an accurate assessment to be conducted. I understand that the City of Ocoee cannot conduct special studies such as traffic counts on roads not regularly monitored and that I may be required to submit a traffic study obtained at my own expense. I also understand that review and approval of proposed development may be postponed for a reasonable time period in order for me to gather additional information. I also understand that proposed development may be denied approval for my failure to provide adequate information on the projected impacts created by the development.

knowledge. CURRENT CERTIFICATE OWNER OR O	WNER'S AUTHORIZED AGENT:
SIGNATURE/TITLE	DATE

[NOTE: THIS AUTHORIZED SIGNATURE PAGE MUST BE EXECUTED BY ALL OWNERS OR BY AN AUTHORIZED AGENT. IF THERE IS MORE THAN ONE OWNER, DUPLICATE THIS FORM FOR THE ADDITIONAL SIGNATURES.]

# The undersigned authority, \_\_\_\_\_\_(hereafter the "Owner") who hereby appointed \_\_\_\_\_\_(hereafter the "Agent") as authorized agent to act in the Owner's capacity in matters dealing with the following: (1) The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application. (2) The Agent has the Owner's full and complete permission to act on behalf of the Owner in seeking all approvals and conducting the necessary procedures associated with Article IX of the City of Ocoee Land Development Code. The Agent has the Owner's full and complete permission to sign and execute any applications, (3) forms, and agreements associated with Article IX of the City of Ocoee Land Development Code and the Owner agrees to be bound by all actions taken by the Agent on the Owner's behalf. That they/she/he have/has appointed\_\_\_\_\_\_(specify himself or (4)agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application. [IF OWNER IS AN INDIVIDUAL] Owner's Signature Print Name: \_\_\_\_\_ State of \_\_\_\_\_ County of Sworn to and subscribed before me by means of □ physical presence or □ online notarization this \_\_\_\_\_ day of \_\_\_\_\_\_, 20\_\_\_\_\_ by \_\_\_\_\_\_\_\_, who is personally known to me, or who produced \_\_\_\_\_as identification. **Notary Public** Print Name: My Commission Number: My Commission Expires: \_\_\_\_\_ [NOTE: THIS POWER OF ATTORNEY MUST BE PROPERLY EXECUTED BY ALL OWNERS OF THE PROPERTY IN THE PRESENCE OF A NOTARY. DUPLICATE THIS FORM IF THERE

Form 27 8

IS MORE THAN ONE OWNER.1

The	undersigned authority,	(hereafter the "Owner") who hereby(hereafter the "Agent") as authorized agent to act in the
app Owi	ointed ner's capacity in matters dealing	(hereafter the "Agent") as authorized agent to act in the with the following:
(5) The Agent is the duly authorized agent of the Owner, serving as the Applicant for the proper described in the attached application.		
(6)	_	ull and complete permission to act on behalf of the Owner in lucting the necessary procedures associated with Article IX of the ent Code.
(7)	forms, and agreements associ	I and complete permission to sign and execute any applications ated with Article IX of the City of Ocoee Land Development Code bund by all action taken by the Agent on the Owner's behalf.
(8)	to act as the Owner's Author	pointed(specify himself or agent) or ized. Agent to represent the Owner in connection with the property described in this application.
[IF (	OWNER IS AN INDIVIDUAL]	
		Owner's Signature Name (Print):
Stat	te of	
Cou	nty of	
	_, 20 by	means of $\square$ physical presence or $\square$ online notarization this day, who is personally known to me, or who produced
	as ide	ntification.
Not	ary Public	
Prin	t Name:	
Му	Commission Number:	
Му	Commission Expires:	
[NO		IEY MUST BE PROPERLY EXECUTED BY ALL OWNERS OF THE NCE OF A NOTARY. DUPLICATE THIS FORM IF THERE IS MORE

The undersign	ned authority, (hereafter the "Owner") who hereby		
appointed	(hereafter the "Agent") as authorized agent to act in the		
	city in matters dealing with the following:		
(9)	(9) The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application.		
(10) The Agent has the Owner's full and complete permission to act on behalf of the seeking all approvals and conducting the necessary procedures associated wir IX of the City of Ocoee Land Development Code.			
(11)	The Agent has the Owner's full and complete permission to sign and execute any applications, forms, and agreements associated with Article IX of the City of Ocoee Land Development Code and the Owner agrees to be bound by all actions taken by the Agent on the Owner's behalf.		
(12)	That they/she/he have/has appointed (specify himself or agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application.		
[IF OWNER	IS A CORPORATION],		
	acorporation		
	Ву:		
	Name (Print):		
	Title (Print):		
State of _			
County of			
	subscribed before me by means of $\square$ physical presence or $\square$ online notarization this day of by, who is personally known to me, or who produced		
	as identification.		
Notary Pu			
Print Nam	ne:		
My Comm	nission Number:		
My Comm	nission Expires:		

# POWER OF ATTORNEY, CURRENT CERTIFICATE OWNER: The undersigned authority, \_\_\_\_\_\_(hereafter the "Owner") who hereby (hereafter the "Agent") as authorized agent to act in the appointed Owner's capacity in matters dealing with the following: (13)The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application. (14)The Agent has the Owner's full and complete permission to act on behalf of the Owner in seeking all approvals and conducting the necessary procedures associated with Article IX of the City of Ocoee Land Development Code. The Agent has the Owner's full and complete permission to sign and execute any (15)applications, forms, and agreements associated with Article IX of the City of Ocoee Land Development Code and the Owner agrees to be bound by all actions taken by the Agent on the Owner's behalf. That they/she/he have/has appointed\_\_\_\_\_\_(specify himself or (16)agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application. [IF OWNER IS A CORPORATION] a\_\_\_\_\_corporation By:\_\_\_\_ Name (Print): \_\_\_\_\_ Title (Print): State of County of Sworn to and subscribed before me by means of □ physical presence or □ online notarization this day of \_\_\_\_\_\_, 20\_\_\_\_\_ by \_\_\_\_\_\_\_, who is personally known to me, or who produced as identification.

Form 27 11

Print Name: \_\_\_\_\_

My Commission Number:

My Commission Expires: \_\_\_\_\_

**Notary Public** 

The undersigned authority,		(hereafter the "Owner") who hereby		
appointedOwner's capacity in matters dealing with the		_(hereafter the "Agent") as authorized agent to act in the		
Owner's	capacity in matters dealing wit	e ronowing:		
(17) The Agent is the duly authorized property described in the attached a		zed agent of the Owner, serving as the Applicant for the ed application.		
(18)	_	and complete permission to act on behalf of the Owner in acting the necessary procedures associated with Article IX of ment Code.		
(19) The Agent has the Owner's full and complete permission applications, forms, and agreements associated with Article Development Code and the Owner agrees to be bound by all the Owner's behalf.		ments associated with Article IX of the City of Ocoee Land		
(20) That they/she/he have/has appointed (specify him agent) to act as the Owner's Authorized Agent to represent the Owner in connection v proposed action and the real property described in this application.				
[IF A	GENERAL OR LIMITED PARTNE	IIP]		
		apartnership		
		Ву:		
		Name (Print):		
State of		Title: <u>General Partner</u>		
-				
County o	f			
		ns of $\Box$ physical presence or $\Box$ online notarization this day of , who is personally known to me, or who produced		
	as ide	cation.		
Notary P	ublic	-		
Print Nar	ne:			
My Comi	mission Number:	-		
My Comi	mission Expires:			

#### **POWER OF ATTORNEY, CURRENT CERTIFICATE OWNER:**

The undersig	gned authority,(hereafter the "Owner") who hereby(hereafter the "Agent") as authorized agent to act in the		
appointed	(hereafter the "Agent") as authorized agent to act in the acity in matters dealing with the following:		
•			
(21)	(21) The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application.		
(22)	The Agent has the Owner's full and complete permission to act on behalf of the Owner in seeking all approvals and conducting the necessary procedures associated with Article IX of the City of Ocoee Land Development Code.		
(23)	The Agent has the Owner's full and complete permission to sign and execute any applications, forms, and agreements associated with Article IX of the City of Ocoee Land Development Code and the Owner agrees to be bound by all actions taken by the Agent on the Owner's behalf.		
(24)	That they/she/he have/has appointed(specify himself or agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application.		
[IF A GENERA	AL OR LIMITED PARTNERSHIP]		
	apartnership		
	Ву:		
	Name (Print):		
	Title: General Partner		
State of			
County of			
, 20	d subscribed before me by means of $\square$ physical presence or $\square$ online notarization this day o by, who is personally known to me, or who producedas identification.		
Notary Public	C		
Print Name:			
My Commiss	sion Number:		
My Commiss	sion Expires:		

The undersigned authority,		(hereafter the "Owner") who hereby	
appointed (he Owner's capacity in matters dealing with the		ereafter the "Agent") as authorized agent to act in the	
Owne	r's capacity in matters dealing with the	e following:	
(25)	The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application.		
(26)	The Agent has the Owner's full and complete permission to act on behalf of the Owner in seeking all approvals and conducting the necessary procedures associated with Article IX of the City of Ocoee Land Development Code.		
(27)	forms, and agreements associated v	complete permission to sign and execute any applications, with Article IX of the City of Ocoee Land Development Code by all actions taken by the Agent on the Owner's behalf.	
(28)	That they/she/he have/has appointed(specify himself or agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application.		
[IF A C	GENERAL OR LIMITED PARTNERSHIP]	,	
		apartnership	
		Ву:	
		Name (Print):	
		Title: <u>General Partner</u>	
	of	<del>-</del>	
Count	y of		
		ns of $\Box$ physical presence or $\Box$ online notarization this day of , who is personally known to me, or who produced	
	as identifi	cation.	
Notar	y Public		
Print N	Name:		
Му Сс	ommission Number:		
My Co	ommission Expires:		

## CONCURRENCY APPLICATION TO TRANSFER CAPACITY

# **POWER OF ATTORNEY, CURRENT CERTIFICATE OWNER:**

The u	ndersigned authority,	(hereafter the "Owi	ner") who hereby
appoi	nted	(hereafter the "Agent") as authoriz	ed agent to act in the
Owne	r's capacity in matters dealing wi	th the following:	
(29)	The Agent is the duly authorized agent of the Owner, serving as the Applicant for the property described in the attached application.		
(30)	The Agent has the Owner's full and complete permission to act on behalf of the Owner in seeking all approvals and conducting the necessary procedures associated with Article IX of the City of Ocoee Land Development Code.		
(31)	forms, and agreements associa	Ill and complete permission to sign and exated with Article IX of the City of Ocoee Lound by all actions taken by the Agent on the	and Development Code
(32)	That they/she/he have/has appointed(specify himself or agent) to act as the Owner's Authorized Agent to represent the Owner in connection with the proposed action and the real property described in this application.		
[IF A	GENERAL OR LIMITED PARTNERS	БНІР]	
		a	partnership
		Ву:	
		Name (Print):	
		Title: <u>General Pa</u>	artner
	of		
Coun	ty of		
	-	means of □ physical presence or □ online not , who is personally known to me, or wh	·
	as ide	entification.	
Nota	ry Public	<del></del>	
Print	Name:		
МуС	ommission Number:		
Mv C	ommission Expires:		

## **OWNERSHIP LIST**

PARCEL ONE:	
OWNER'S NAME:	
OWNERSHIP INTEREST:	
MAILING ADDRESS:	
LEGAL DESCRIPTION:	
	_
PARCEL TWO:	
OWNER'S NAME:	
OWNERSHIP INTEREST:	
MAILING ADDRESS:	
LEGAL DESCRIPTION:	
	_

## CONCURRENCY APPLICATION TO TRANSFER CAPACITY

PARCEL THREE:
OWNER'S NAME:
OWNERSHIP INTEREST:
MAILING ADDRESS:
LEGAL DESCRIPTION:

<sup>\*</sup> NOTE: ATTACH ADDITIONAL SHEETS IF MORE THAN THREE PARCELS.

#### **Application Fees Associated with Concurrency**

Preliminary Certificate of Concurrency	\$150.00
Final Certificate of Concurrency (Plus costs associated with review of traffic studies and/or additional information and special studies.)	\$250.00
Transportation Capacity Reservation Certificate	\$200.00 *
Transportation Capacity Reservation Certificate (in part to one or more parties)	\$200.00 *
Transportation Capacity Reservation Certificate (from one party to another)	\$100.00
Shift Capacity Reservation Certificate	\$250.00

<sup>\*</sup> THIS IS THE APPLICATION PROCESSING FEE ONLY. TO RESERVE TRANSPORTATION CAPACITY, TRANSPORTATION CAPACITY RESERVATION FEES MUST BE PAID AS OUTLINED IN ARTICLE IX OF THE CITY OF OCOEE LAND DEVELOPMENT CODE.

<sup>\*\*</sup> EACH TRANSFEREE MUST BE ISSUED A SEPARATE CERTIFICATE. THE REPLACEMENT OF THE ORIGINAL CERTIFICATE AND THE ISSUEANCE OF A NEW CERTIFICATE TO A SINGLE TRANSFEREE IS INCLUDED IN THE TRANSFER APPLICATION FEE. THERE IS A \$200 FEE FOR EACH ADDITIONAL CERTIFICATE. IF A TRANSFER REQUIRES MORE THAN ONE NEW CERTIFICATE TO REPLACE THE ORIGINAL, EACH CERTIFICATE BEYOND THE FIRST REQUIRES A \$200 FEE. TRANSFER OF A CERTIFICATE DOES NOT EXTEND THE EXPIRATION DATE OF THE TCRC.