



Munis ID # _____

Planning & Development **Application for Amending the Comprehensive Plan Land Use Map**

To the Horn Lake Planning Commission:

It is requested that the following property be amended from the present designation of _____ to _____.

Location _____ Size _____

Address (if available) _____

Owner _____ Phone _____

Owner Address _____

Owner's Signature _____

Applicant Name _____ Phone _____

Applicant Address _____

Applicant's Signature _____

Each application shall be accompanied by the following:

1. Boundary survey of the property under consideration, drawn to scale and reduced to 8 ½ X 11 inches in size, showing property dimensions and the right-of-way width of any adjacent streets.
2. A cover letter or report in support of the request, including the following:
 - A public need for the proposed change
 - An evaluation of expected impacts, both positive and negative, in relation to the neighborhood and the community as a whole
 - An evaluation of the proposed change in relation to plan policy
3. Twenty (20) collated copies of the application, boundary survey, and legal description, submitted to the Office of Planning & Development by the first working day of the month for consideration by the Planning Commission at the next regularly scheduled meeting. The Planning Commission will make a recommendation to the Board of Aldermen who shall make the final decision.
4. Application fees based on the proposed designation:
 - *Low and Medium Residential: \$250 for 5 acres or less plus \$50 for each additional acre; \$2000 maximum fee
 - **All other districts: \$500 for 5 acres or less plus \$100 for each additional acre; \$4000 maximum fee

*This designation allows for R-30, R-25, R-20, R-15, R-12.
**This designation allows for all other districts, including higher density residential.

This application must be completed, signed, and accompanied by all required information and fees at the time of filing in order to be accepted for presentation to the Planning Commission.

Permit Fee _____ Cash _____ Check _____ Card _____ Receipt # _____

Accepted by _____ **Date** _____ **Permit #** _____