



Application Number (Assigned by the County): _____

CONCURRENCY MANAGEMENT OFFICE
APPLICATION FOR NON-BINDING INFORMATION LETTER

Application Fee (non-refundable): Made payable to Orange County Board of County Commissioners

• **\$202.00 Commercial projects only**

(Commercial Projects include but are not limited to the following uses: Retail, Warehouse, Office, Industrial, Public Assembly, Hospital, and Supermarket.)

• **\$423.00 Residential projects only**

(Residential Projects include but are not limited to the following uses: Single Family, Multi-Family, Mobile Homes, Mixed Use, Apartments, Condominiums, and Townhomes.)

The following information must accompany this application to complete a review:

- **Location Map; and**
- **Complete Legal Description**

APPLICANT/OWNER INFORMATION:

Owner: _____ Phone: _____ E-mail: _____

Address: _____ City: _____ State: _____ Zip: _____

Applicant/Contact Person (if different from Owner): _____

Phone: _____ E-mail: _____

Address: _____ City: _____ State: _____ Zip: _____

PROPERTY INFORMATION: (Please attach additional pages as Exhibits if necessary)

Parcel I.D. Number(s): _____

Legal Description: _____

Existing Use: _____

Proposed Use – (include # units and/or square footage): _____

Additional Comments: _____

CONSENT OF PROPERTY OWNER:

I, the property owner, understand that an Informal Capacity Review contained herein is provided as a convenience to the public and reflects the capacity of the schools and roadways affected on the day and time that the review is conducted. An official determination of Capacity and Concurrency is made only after the submission of a Capacity Encumbrance Letter application.

Property Owner's Signature (required): _____

Date: _____

Mailing Address: Orange County Concurrency Management Office
Growth Management Department
P.O. BOX 1393
Orlando, FL 32802-1393