



**Growth Management Department
Land Development Division**

330 W. Church St.
P.O. Box 9005, Drawer GM03
Bartow, FL 33831-9005
(863)534-6792
FAX (863) 534-6407

**IMPACT ASSESSMENT
STATEMENT
FORM**

www.polk-county.net

An Impact Assessment Statement is required for all Level 3 and Level 4 Reviews, with the exception of text amendment requests. The purpose of an Impact Assessment Statement is to provide information on the effects a proposed development or land use action will have on the existing neighborhood and general area; on the transportation facilities; on the environment and natural resources of the County; on the public facilities for water, sewer, solid waste disposal, fire, police, public education, parks, recreation, and other utilities; and any other aspect with an identified impact of the development and deemed appropriate for concern.

A sufficient Impact Assessment Statement must address all of the following (*Note: N/A is an insufficient comment, if N/A an explanation must be included*):

Land and Neighborhood Characteristics

Assess the compatibility of the requested land use with adjacent properties and evaluate the suitability of the site for development. At a minimum, address the following specific questions in your response:

1. How and why is the location suitable for the proposed uses?
2. What are, if any, the incompatibility and special efforts needed to minimize the differences in the proposed use with adjacent uses?
3. How will the request influence future development of the area?

Access to Roads and Highways

Assess the impact of the proposed development on the existing, planned and programmed road system. At a minimum, address the following specific questions in your response:

1. What is the number of vehicle trips to be generated daily and at the PM peak hour based on the latest Institute of Traffic Engineers (ITE)? Please provide a detailed¹ methodology and calculations.
2. What modifications to the present transportation system will be required as a result of the proposed development?

¹A minor traffic study will suffice for a detailed methodology and calculations for most applications.

3. What is the total number of parking spaces required pursuant to Section 708 of the Land

Development Code?

4. What are the proposed methods of access to existing public roads (e.g., direct frontage, intersecting streets, and frontage roads)?

NOTE: Applications for projects attributing 50 or fewer Average Annual Daily Trips (AADT) according to the latest Institute of Transportation Engineers (ITE) manual may provide a written explanation and justification of why impacts will not be significant in lieu of the required information for “Infrastructure Impacts” items 3 through 9 above.

Sewage

Determine the impact caused by sewage generated from the proposed development. At a minimum, address the following specific questions in your response:

1. What is the amount of sewage in gallons per day (GPD) expected to be generated by the proposed development? *(Response may be based on Section 703.F of the LDC)*
2. If on-site treatment is proposed, what are the proposed method, level of treatment, and the method of effluent disposal for the proposed sewage?
3. If offsite treatment, who is the service provider?
4. Where is the nearest sewer line (in feet) to the proposed development *(Sanitary sewer shall be considered available if a gravity line, force main, manhole, or lift station is located within an easement or right-of-way under certain conditions listed in Section 702E.3 of the Land Development Code)*
5. What is the provider’s general capacity at the time of application?
6. What is the anticipated date of connection?
7. What improvements to the providers system are necessary to support the proposed request *(e.g., lift stations, line extensions/expansions, interconnects, etc.)?*

Water Supply

Determine the amount of water to be used, how it will be distributed, and the impact on the surrounding area. At a minimum, address the following specific questions in your response:

1. What is the proposed source of water supply and/or who is the service provider?
2. What is the estimated volume of consumption in gallons per day (GPD)? *(Response may be based on Section 703 of the LDC)*

3. Where is the nearest potable water connection and re-claimed water connection, including the distance and size of the line?
4. Who is the service provider?
5. What is the anticipated date of connection?
6. What is the provider's general capacity at the time of application?
7. Is there an existing well on the property(ies)?

Yes What type? _____

 Permit Capacity _____

No

Location: _____

Water Use Permit #: _____

Constructed prior to Water Management District Permitting: Yes _____ No

Type of Use: __Ag __Public __Industrial or Commercial
 __Recreation or Aesthetic __Mining

Permitted Daily Capacity: _____

Average Peak Monthly Withdrawal Rate: _____

Location: _____

Casing Diameter: _____

Mainline Diameter: _____

Surface Water Management and Drainage

Determine the impact of drainage on the groundwater and surface water quality and quantity caused by the proposed development. At a minimum, address the following specific questions in your response:

1. Discuss the surface water features, including drainage patterns, basin characteristics, and flood hazards, (describe the drainage of the site and any flooding issues);

2. What alterations to the site's natural drainage features, including wetlands, would be necessary to develop the project?

Environmental Analysis

Provide an analysis of the character of the subject property and surrounding properties, and further assess the site's suitability for the proposed land use classification based on soils, topography, and the presence of wetlands, floodplain, aquifer recharge areas, scrub or other threatened habitat, and historic resources, including, but not limited to:

1. Discuss the environmental sensitivity of the property and adjacent property in basic terms by identifying any significant features of the site and the surrounding properties.
2. What are the wetland and floodplain conditions? Discuss the changes to these features which would result from development of the site.
3. Discuss location of potable water supplies, private wells, public well fields (*discuss the location, address potential impacts*), and;
4. Discuss the location of Airport Buffer Zones (if any) (*discuss the location and address, potential impacts*).
5. Provide an analysis of soil types and percentage of coverage on site and what effect it will have on development.

Infrastructure Impact Information

What is the nearest location (travel distance), provider, capacity or general response time, and estimated demand of the provision for the following services:

1. Parks and Recreation;
2. Educational Facilities (e.g., preschool, elementary, middle school, high school);
3. Health Care (e.g., emergency, hospital);
4. Fire Protection;
5. Police Protection and Security;
6. Emergency Medical Services (EMS);
7. Solid Waste (collection and waste generation); and

8. How may this request contribute to neighborhood needs?

Maps

Maps shall be used to give the public agencies a clear graphic illustration and visual understanding of the proposed development and the potential positive and negative impacts resulting from the development. Maps shall be of sufficient type, size, and scale to facilitate complete understanding of the elements of the proposed development. Scale shall be clearly indicated on each map and the dates of preparation and revisions shall be included. The project boundaries shall be overlaid on all maps. The following **maps shall 8 1/2" x 11"** and accompany Impact Assessment Statements:

- Map A: A location map (center the site on the map) showing the relationship of the development to cities, highways, and natural features;
- Map B: Map depicting the site boundary (properties included in the request)
- Map C: A site plan consistent with ***Site Plan Standards***² (multiple sheets may be used). In addition to the required number of copies please **include an 8½" x 11" copy**. Applications for district changes alone are not required but are encouraged to submit a Development Plan; and

NOTE: Applications for text amendments are not required to submit a complete Impact Assessment Statement, however, all relevant information requested must be addressed. Use this form and the "Demonstration of Need" form as a guide for assessing the impact of a text amendment.

² See *Site Plan Standards* checklist form (GM LDD 11).