



Legislation Details (With Text)

**File #:** ORD 2024-012-1      **Name:** Chapter 13, Land Development Code, Amendment Development Procedures  
**Type:** Ordinance      **Status:** Passed on First Reading  
**File created:** 3/7/2024      **In control:** City Commission  
**On agenda:** 3/28/2024      **Final action:** 3/28/2024

**Title:** AN ORDINANCE AMENDING THE CITY’S CODE OF ORDINANCES, BY AMENDING CHAPTER 13, “LAND DEVELOPMENT CODE,” TO CONSOLIDATE AND STREAMLINE DEVELOPMENT REVIEW PROCEDURES, UPDATE PROCEDURES FOR SPECIAL LAND USES, PLATS, AND SITE PLANS, REVISE CITY DEPARTMENT NAMES AND THEIR RELATED DIRECTOR TITLES TO REFLECT THE CITY’S CURRENT ORGANIZATIONAL STRUCTURE, AND UPDATE OR DELETE OUT-OF-DATE STATUTORY REFERENCES. (FIRST READING)

**Sponsors:**

**Indexes:** Amendment, Chapter 13, Code of Ordinances, Land Development Code, Ordinance, Procedure, Sustainable Development

**Code sections:** Chapter 13 - Land Development Code

**Attachments:** 1. ORDINANCE 2024-012-Ch 13 LDC Review Procedures Amend (First Reading)

| Date      | Ver. | Action By       | Action | Result |
|-----------|------|-----------------|--------|--------|
| 3/28/2024 | 1    | City Commission |        |        |

AGENDA ITEM REPORT

**TITLE:**

AN ORDINANCE AMENDING THE CITY’S CODE OF ORDINANCES, BY AMENDING CHAPTER 13, “LAND DEVELOPMENT CODE,” TO CONSOLIDATE AND STREAMLINE DEVELOPMENT REVIEW PROCEDURES, UPDATE PROCEDURES FOR SPECIAL LAND USES, PLATS, AND SITE PLANS, REVISE CITY DEPARTMENT NAMES AND THEIR RELATED DIRECTOR TITLES TO REFLECT THE CITY’S CURRENT ORGANIZATIONAL STRUCTURE, AND UPDATE OR DELETE OUT-OF-DATE STATUTORY REFERENCES. (FIRST READING)

**BACKGROUND:**

The City’s Land Development Code (LDC), Chapter 13 of the City’s Code of Ordinances, provides development regulations and guidelines that govern the development of all land within the City. The LDC also provides procedures that must be followed in order to obtain City approval for development of land in the City. Many of these procedures are also governed by Florida Statutes.

**DISCUSSION:**

Generally, the attached ordinance moves procedures from the individual development approval sections, such as special land use, variance, zoning map amendments, site plan, etc., and consolidates those procedures in one new location - Section 13-26, “Application Review Procedures.” Similarly, the notice procedures for the various application types have been consolidated into a new

Section 13-27, "Application Notices." The amendment also creates new charts and matrixes to improve the readability of the code and clearly illustrate the requirements for each approval process. The consolidation and reorganization of the procedure and notice requirements into these two (2) new code sections will greatly improve transparency and efficiency for staff, applicants, and residents.

In addition, the entire LDC has been reviewed to identify and correct typos, obsolete department titles, and statutory references, and to review procedures for consistency with city planning best practices.

While the vast majority of the changes in the attached ordinance are utilitarian clean-ups, the following substantive changes are proposed:

- Special land use applications will be approved by resolution instead of ordinance.
- Plats will be approved by resolution instead of ordinance.
- PMDD site plan applications will be approved by resolution instead of ordinance (all other site plans are currently approved by resolution instead of ordinance).
- As a function of implementing the three (3) changes above, special land use, plat, and site plan approvals, which were previously granted by ordinance, may be amended by resolution going forward.
- Certain mailed notice requirements have been extended to provide for greater public notice. Specifically, where a subject property fronts a right-of-way greater than 100 feet, the mailed notice distance along that frontage is extended from 500 feet to 700 feet.

**RECOMMENDATION:**

The Planning and Zoning Board, at its March 13, 2024, meeting, recommended approval of this ordinance, and staff recommends approval of this ordinance.

**FISCAL IMPACT:** N/A