

Annual Amendment Schedule ⁽¹⁾

	ACTIVITY	TIME LINE	CUMULATIVE ELAPSED TIME ⁽²⁾
1	REQUEST FOR A PRE-APPLICATION CONFERENCE	RECEIVED BY THE 4 TH WEDNESDAY OF MAY	0 DAYS
2	PRE-APPLICATION CONFERENCE	HELD NO LATER THAN THE 4 TH WEDNESDAY OF JUNE	28 DAYS
3	COMMUNITY WORKSHOP	HELD NO LATER THAN THE 2 ND WEDNESDAY OF AUGUST	70 DAYS
4	APPLICATION SUBMITTAL FOR COMPLETENESS REVIEW	RECEIVED NO LATER THAN THE 4 TH WEDNESDAY OF AUGUST	91 DAYS
5	COMPLETENESS REVIEW	COMPLETED NO LATER THAN THE 4 TH WEDNESDAY OF SEPTEMBER	119 DAYS
6	SUBMITTAL OF ADDITIONAL DATA (if necessary)	RECEIVED BY THE 2 ND WEDNESDAY OF OCTOBER	133 DAYS
7	SUBSTANTIVE REVIEW AND ANALYSIS	COMPLETED NO LATER THAN THE 2 ND WEDNESDAY OF DECEMBER	197 DAYS
8	LOCAL PLANNING AGENCY PUBLIC HEARING	COMPLETED NO LATER THAN THE 4 TH WEDNESDAY OF JANUARY	239 DAYS
9	CITY COMMISSION ⁽³⁾ PUBLIC HEARING	COMPLETED NO LATER THAN THE 3 RD WEDNESDAY OF MARCH	295 DAYS
-----SEE NOTE #1 BELOW-----			
10	EXPEDITED STATE REVIEW PROCESS - REVIEW AGENCIES HAVE 30 DAYS AFTER RECEIPT OF PROPOSED AMENDMENT TO SEND COMMENTS TO THE CITY	COMPLETED NO LATER THAN THE 1 ST MONDAY OF MAY	337 DAYS
11	LOCAL PLANNING AGENCY FINAL REVIEW AND ACTION, AS NEEDED; CITY COMMISSION SECOND PUBLIC HEARING	COMPLETED NO LATER THAN 180 DAYS AFTER RECEIPT OF REVIEW AGENCY COMMENTS - APPROXIMATELY 1 ST MONDAY OF NOVEMBER	517 DAYS
12	ADOPTION AND FORWARD TO DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) AND REVIEW AGENCIES FOR COMPLETENESS REVIEW	COMPLETED NO LATER THAN THE 3 RD MONDAY OF NOVEMBER	531 DAYS
14	EFFECTIVE DATE IF NOT CHALLENGED	COMPLETENESS REVIEW WITHIN 30 DAYS BY DEO; EFFECTIVE DATE IS 31 DAYS AFTER DEO DETERMINES AMENDMENT IS COMPLETE AND NOT TIMELY CHALLENGED – FINAL WEEK OF JANUARY	592 DAYS

NOTES:

- (1) Comprehensive Plan amendments that qualify as small scale development activities are processed through step #9 only and are not required to be reviewed by the Department of Economic Opportunity nor is a second public hearing required by either the Local Planning Agency or the City Commission.
- (2) Values found under the “Cumulative Elapsed Time” column are approximate and will vary with changing calendar years. For the Expedited State Review Process, the maximum timelines from the State regulations are displayed – the actual City adoption process will most likely take less time.
- (3) Approval of a small scale development activity by the City Commission (See Step 9 above) becomes effective 31 days after the ordinance is adopted (on second reading) unless an administrative challenge is filed.