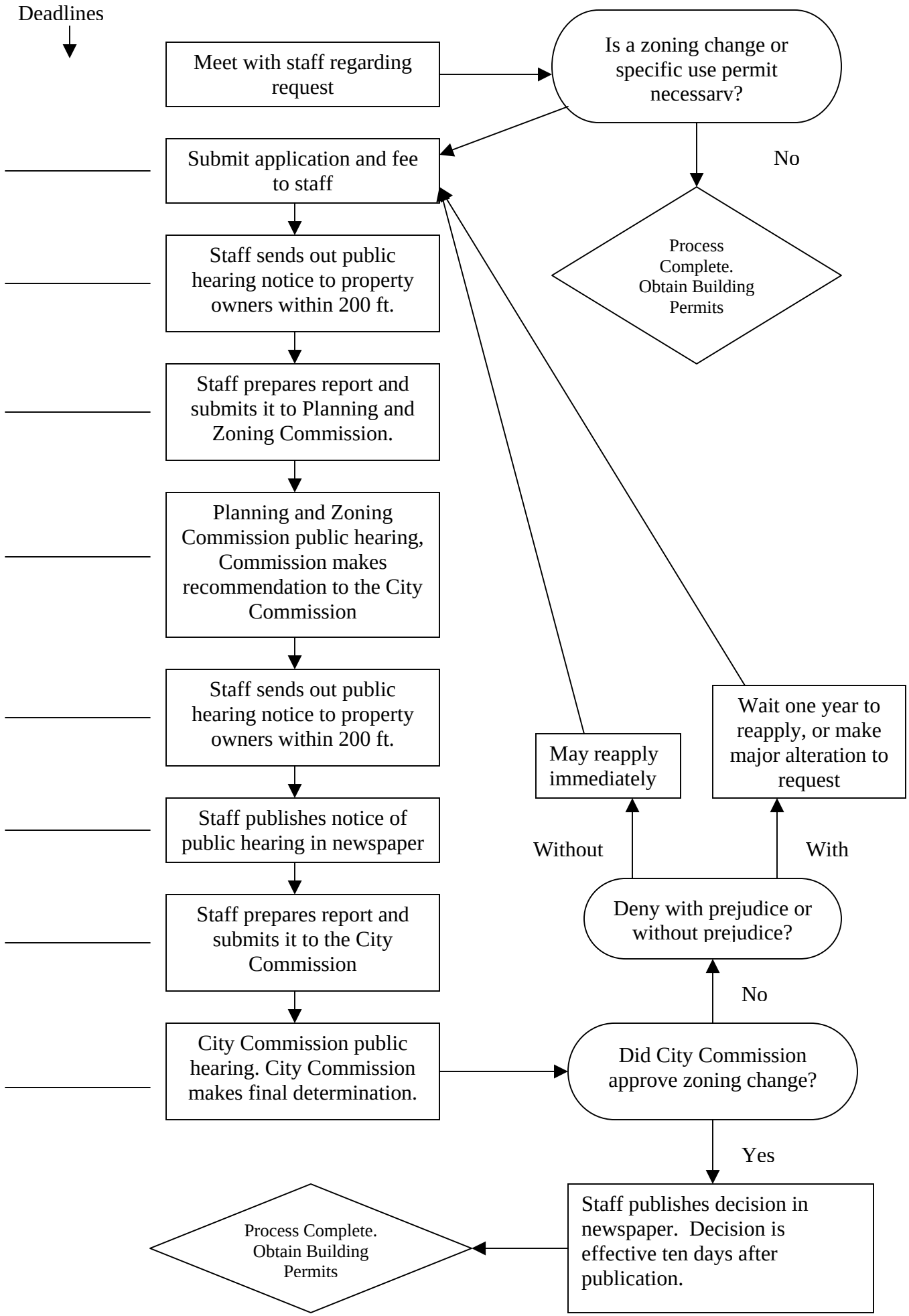
Deadlines
Meet with staff regarding request
Is a zoning change or specific use permit necessarv?
No
Submit application and fee to staff
Process Complete. Obtain Building Permits
Staff sends out public hearing notice to property owners within 200 ft.
Staff prepares report and submits it to Planning and Zoning Commission.
Planning and Zoning Commission public hearing, Commission makes recommendation to the City Commission
Staff sends out public hearing notice to property owners within 200 ft.
Staff publishes notice of public hearing in newspaper
Staff prepares report and submits it to the City Commission
City Commission public hearing. City Commission makes final determination.
Did City Commission approve zoning change?
Yes
Staff publishes decision in newspaper. Decision is effective ten days after publication.
Process Complete. Obtain Building Permits
No
Deny with prejudice or without prejudice?
Without
With
May reapply immediately
Wait one year to reapply, or make major alteration to request