



Building and Development Services

Comprehensive Planning

1112 Manatee Avenue West, Bradenton, FL 34205

Phone number: (941) 745-3717

MEMORANDUM

To: Cheri Coryea, County Administrator

CAC 12/19/19

Thru: John Barnott, Building and Development Services Director

From: Lisa Barrett, Planning Section Manager

Date: December 19th, 2019

Subject: Recap of December 17th, 2019 Board of County Commission Worksession – Agenda Item #3 – Land Development Code Amendment Development Review Procedures and Administrative Manual

On December 17th, 2019, Building and Development Services Staff presented draft Land Development Code Amendments and a draft of the newly created Development Review Procedures and Administrative Manual. Section 125.022, Florida Statutes, was amended by House Bill 7103 earlier this year to accomplish several purposes, one of which was to establish maximum timeframes for the review of Development Orders and Permits. The effective date of the bill was July 1, 2019. To address the House Bill, staff and the County's consultant drafted a Development Review Administrative Manual that contains administrative procedures and staff protocols for reviewing and processing applications for Development Orders or Development Permits, and draft changes to Land Development Code (LDC) Chapters 2 (Definitions) and 3 (Review Authorities and Procedures) to reflect the changes in the Statutes.

The Board was receptive to the changes and understood the amendments are required based on the new law. Some comments/questions raised:

1. Look at Fee Study – have pre-aps credited toward all applications, may need to revise the requirement for additional fees after the third review. (Barnott/Servia)
2. Consider having mandatory pre-aps for all applications, including Final Site Plans and Final Plats (Servia/Benac/Baugh/Whitmore).
3. Discussed making the Case Manager accountable for the entire review process (Servia).
4. Concerns with staffing – levels and assignments.
5. Discussed Rapid Response process.
6. Discussed Accela and ePermitHub.
7. Like the simplified process.
8. Keep abreast of changes.
9. Procedures to be effective on January 13th, 2020.

There were no citizens who spoke at the worksession for or against the amendments. The Board Adoption hearing for both LDC Amendments and the Manual is scheduled for January 9th, 2020.