

What is the Future Land Use Plan?

The Future Land Use Plan is part of a policy developed to guide the future social and economic growth of the City of Haines City. The City Commission in compliance with the State of Florida Local Government Comprehensive Planning Act adopted the Plan. The official Future Land Use Plan indicates the appropriate land uses in the City of Haines City. The City of Haines City Comprehensive Plan is the supporting document, which explains the planning policies used in producing the patterns shown on the Future Land Use Plan. Both documents are available for purchase at the Development Services Department.

What is the difference between Land Use and Zoning?

Future Land Use designations indicate the intended use category and development density for a particular area. Zoning Districts more specifically define allowable uses and contain the design and development guidelines for these intended uses. Although there are various Zoning Districts which may be allowed within a particular Future Land Use designation, no Zoning District can be allowed for an area if it conflicts with the Future Land Use designation for that area.

How is a Land Use Plan Amendment Initiated?

Those interested in initiating a change in the Future Land Use Plan should set up a meeting with the Development Services Department staff to discuss the procedures and requirements for Land Use Plan Amendments. Haines City Land Development Code Chapter 21 outlines the minimum requirements and information needed for Land Use Plan Amendment review. A Land Use Plan Amendment application shall include a report outlining the proposed amendment's consistency with the applicable policies of the Comprehensive Plan and must demonstrate the appropriateness of the proposed use for the subject property and the surrounding area.

How Does the Land Use Plan Amendment Process Work?

The Land Use Plan Amendment will be reviewed by the following:

TRB Review: The Technical Review Board (TRB) meets on Wednesday at 2:00 p.m. based on scheduled reviews. The deadline to be placed on the TRB agenda is 12:00 p.m. on Tuesday, 15 days prior to the desired date.

The TRB will make a recommendation for either approval or denial to the Planning Advisory Board.

PC Review: After review by the TRB and a 14-day notification period, the Planning Commission (PC) will consider the

amendment at a public hearing. The Planning Commission normally meets on the 2nd Monday of each month at 4:00 p.m. The Planning Commission will make a recommendation of either approval or denial to the City Commission.

City Commission: After review by the PC and a notification period (10 days for Small Scale Amendments or seven days for Large Scale Amendments), the City Commission will review the request. The City Commission meets the 1st and 3rd Thursday at 7:00 p.m. The Commission will hold an adoption hearing for Small Scale Amendments, or a transmittal hearing for Large Scale Amendments.

Florida DCA: After City Commission approval, all amendments are sent to the Florida Department of Community Affairs (DCA). Small Scale Amendments become effective 31 days after transmittal unless appealed by DCA. Large Scale Amendments are distributed to various regional governmental agencies for a 30-day review and comment period. DCA then has an additional 30 days to review the comments and make additional remarks before sending a recommendation to the City.

City Commission: After receiving comments from DCA, the City Commission has 60 days to adopt (or adopt with changes) the proposed Large Scale Amendment. The request must be advertised at least five days in advance of the adoption hearing.

Florida DCA: After adoption, Large Scale Amendments are subject to a 45-day compliance review period by DCA. A compliance notice is issued by the DCA, if found in compliance, and the amendment becomes effective 21 days later, unless an appeal is filed.

Land Use Plan Amendment Process:

- Pre-Application Conference with the Development Services Current Planning Staff
- Submit Application for Land Use Plan Amendment to Development Services Department.
- Development Review Committee Review and Recommendation.
- Planning Advisory Board Review and Recommendation.
- City Commission Review (Large Scale Amendments and Adoption) (Small Scale Amendments).
- Florida Department of Community Affairs (DCA) ORC Review and Recommendation (Large Scale Amendments Only).
- City Commission Adoption (Large Scale Amendments Only).
- DCA Compliance Review Period (Large Scale Amendments Only).
- DCA Appeal Period.

Land Use Plan Amendment Review Fees:

Please refer to Chapter 10 for Land Use

Amendment Fees. (Paid at the time of submittal)

Land Use Plan Amendment Notes:

Small Scale Land Use Plan Amendments encompass the use of 10 acres or less of any land category, or residential densities of 10 units per acre or less. Please refer to Chapter 21 for further criteria defining Small Scale Plan Amendments. Generally, Small Scale Amendments follow a shorter review process than Large Scale Plan Amendments.

The Florida Statutes limit the frequency and total acreage of Large Scale Land Use Plan Amendments submitted within a jurisdiction per year. Therefore, the review process for Large Scale Amendments may vary in accordance with the City's submittal schedule.

The Review Process outline above is based on the common review approach resulting from state regulations.

This information is provided as a general overview only:

And is not intended to be used as a comprehensive guide for the Land Use Plan Amendment process. For specific requirements, please refer to Chapter 21 of the Haines City Land Development Code, Section 163 of the Florida Statutes and Chapter 9J-5 and 9J-11 of the Florida Administrative Code. Also, available on the City's website www.hainescity.com

LAND USE PLAN AMENDMENT REVIEW PROCESS



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