



**City Council Meeting**  
**City of DeBary**  
**AGENDA ITEM**

**Subject: Amend the LDC Final Site Plan and Lot Split procedures**

**From: Matt Boerger**

**Meeting/Hearing Date: January 6, 2016**

**Attachments:**

- Ordinance**
- Resolution**
- Other**
- Supporting Documents/Contracts**

**Summary/Highlights**

The proposed Ordinance 03-16 will amend the Land Development Code procedures for final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits. Final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits are currently required to go before City Council for final approval. In an effort to streamline the development approval process, reduce redundancies, improve economic development opportunities and free up council agendas for more pressing matters, a proposal is being submitted to amend the Land Development Code to allow for approval of final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits at the administrative level.

**Background Discussion**

The Land Development Code, Section 4-23, requires that all Development Orders, including those for large final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits. The proposed language would allow for final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits to be approved at the administration level (Staff). Final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits are technical in nature. In most cases, City Council has already approved the type of development or use through a Planned Unit Development (PUD) or straight zoning amendment. Therefore, it becomes redundant for Council to review final site plans after they've already met the conditions of the Comprehensive Plan and Land Development code.

The proposed language will expedite the development approval process as well as provide incentives for economic development in areas identified for future growth such as the Transit Oriented Development (TOD) zone around the SunRail station.

Sec 4-41 of the Land Development Code requires that the splitting of a single lot, into two separate lots, go through the standard subdivision process. The subdivision process is intended for larger master planned communities and is a more timely procedure. Therefore, individuals attempting to do a simple lot split are caught up in a process that is intended to for much more complex, large scale developments. By amending the Land Development Code with the proposed language, future lot split procedures would become more efficient, less costly for the applicant and less time consuming during the administration procedures.

**Request**

Approve Ordinance 03-16 to amend sections of Chapter 4 of the Land Development Code to allow for the administrative approval of final site plans, sketch plans, overall development plans, preliminary plat and construction plans and lot splits