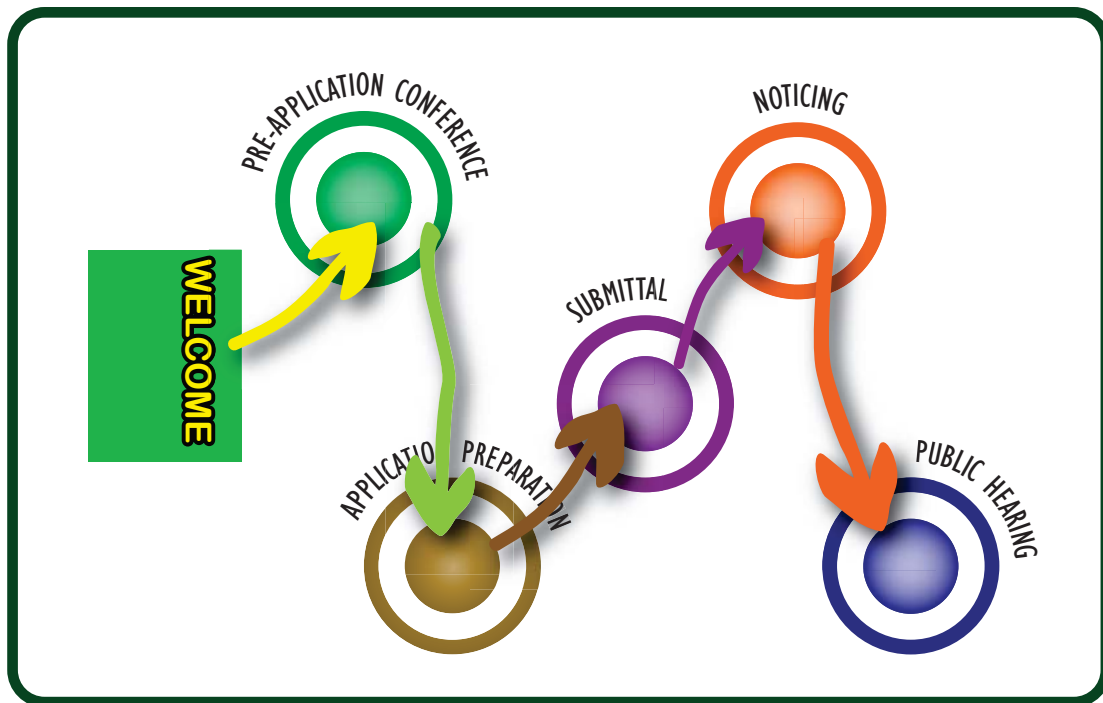


COMPREHENSIVE PLAN AMENDMENT PROCEDURES MANUAL

FOR UNINCORPORATED HILLSBOROUGH
COUNTY AND THE CITIES OF TAMPA,
PLANT CITY AND TEMPLE TERRACE



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COMPREHENSIVE AMENDMENT PROCEDURES FOR UNINCORPORATED HILLSBOROUGH COUNTY AND THE CITIES OF TAMPA, PLANT CITY AND TEMPLE TERRACE

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COMPREHENSIVE PLAN AMENDMENT PROCEDURES
**FOR UNINCORPORATED HILLSBOROUGH COUNTY
AND THE CITIES OF TAMPA, PLANT CITY AND TEMPLE TERRACE**

I. Purpose

The purpose of this procedures manual is to establish the procedures to follow, for a Map or Text Amendment to the Comprehensive Plans of unincorporated Hillsborough County, City of Tampa, City of Plant City or City of Temple Terrace.

This manual is in no way intended to replace the applicable Florida Statutes or Laws of Florida regarding amendments to Comprehensive Plans. It is intended to guide the public and other agencies in the process and the Hillsborough County City-County Planning Commission on Comprehensive Plan Amendments (“Plan Amendments”). In the event of any conflict, applicable Florida Law shall prevail.

II. Introduction

A Plan Amendment may be initiated by a private property owner, organization or by a local government through the Hillsborough County Board of County Commissioners (“BOCC”), the City Council/ Commission, the Mayor, County Administrator or City Manager or designee for each (collectively, “local government”) or by the Hillsborough County City-County Planning Commission (the “Planning Commission”)(“Publicly Initiated Amendment”). The Planning Commission is the Local Planning Agency (“LPA”) for Hillsborough County and the Cities of Tampa, Plant City and Temple Terrace.

There are two (2) types of Comprehensive Plan Amendments, which include Text Amendments and Map Amendments. Text amendments can modify, add or delete the text of the local government’s Comprehensive Plan. A Map Amendment can change the land use category on the Future Land Use Map within a specific jurisdiction.

Map and Text Amendment requests are described as follows:

Small-Scale Plan Amendment

Applies to Comprehensive Plan Amendment requests affecting 10 acres or less and Text Amendments that are directly related to a specific Small Scale Plan Amendment. This type of Plan Amendment cannot exceed 120 acres cumulatively each calendar year for each jurisdiction.

Plan Amendment

Applies to Map Amendments affecting greater than 10 acres, and/or Text Amendments not related to a Small Scale Plan Amendment.

Development of Regional Impact or Florida Quality Development (DRI/ FQD)

Any Comprehensive Plan Amendment request directly related to a proposed Development of Regional Impact (DRI), including changes which have been determined to be a substantial deviation as defined by Chapter 380, Florida Statutes, or a proposed Florida Quality Development (hereinafter FQD). The applicant must submit copies of all materials provided to the Tampa Bay Regional Planning Council (hereinafter TBRPC) and to the State Land Planning Agency for a determination of DRI status, substantial deviation status, or FQD status, and copies of all materials received from the TBRPC and the State Land Planning Agency prior to submittal of the Comprehensive Plan Amendment request. No request for such a Comprehensive Plan Amendment shall be accepted by the Planning Commission prior to the Planning Commission's receipt of the Notification of Pre-Application Meeting for the proposed DRI, substantial deviation, or FQD, from the TBRPC.

III. General Comprehensive Plan Amendment Application Information

Applications are available at:

- Planning Commission office located at 601 East Kennedy Boulevard, 18th Floor Tampa, Florida 33602
- Plant City City Hall located at 302 West Reynolds Street, Plant City, Florida 33563
- Temple Terrace City Hall located at 11250 North 56th Street, Temple Terrace, FL 33617 and,
- Online at www.theplanningcommission.org. A copy of the application can also be obtained in Appendix A of this manual.
- Application for Plan Amendments in Tampa can be obtained at the Planning Commission

A. Applicant – Private Property Owner or Agent

Each Map and Text Amendment request constitutes a separate application. Revisions to the Urban Service Area boundary, Community Plan boundaries and any overlay boundaries also constitute a separate Comprehensive Plan Amendment (even in conjunction with a land use change proposal).

Only one Map Amendment per parcel may be submitted during an individual Comprehensive Plan Amendment Review Cycle. Multiple Map Amendment requests are prohibited on an individual parcel, regardless of whether it is a portion or the entire tract. This does not prohibit multiple land use category changes on or within parcel boundaries, as long as there is no overlap.

B. Applicant -Local Government/Agency

When the Planning Commission or local government is the applicant, copies of deeds or the written consent of the property owners are not required.

IV. Application Submission Deadlines and Generalized Timelines

The month in which the application is submitted will determine when the Comprehensive Plan Amendment will be processed. Processing an application generally involves staff and agencies review and a report regarding the consistency or inconsistency of the request with the Comprehensive Plan. The Comprehensive Plan Amendment is then forwarded to the Planning Commission and applicable local government for a Workshop and Public Hearing. Application submissions occur quarterly each year.

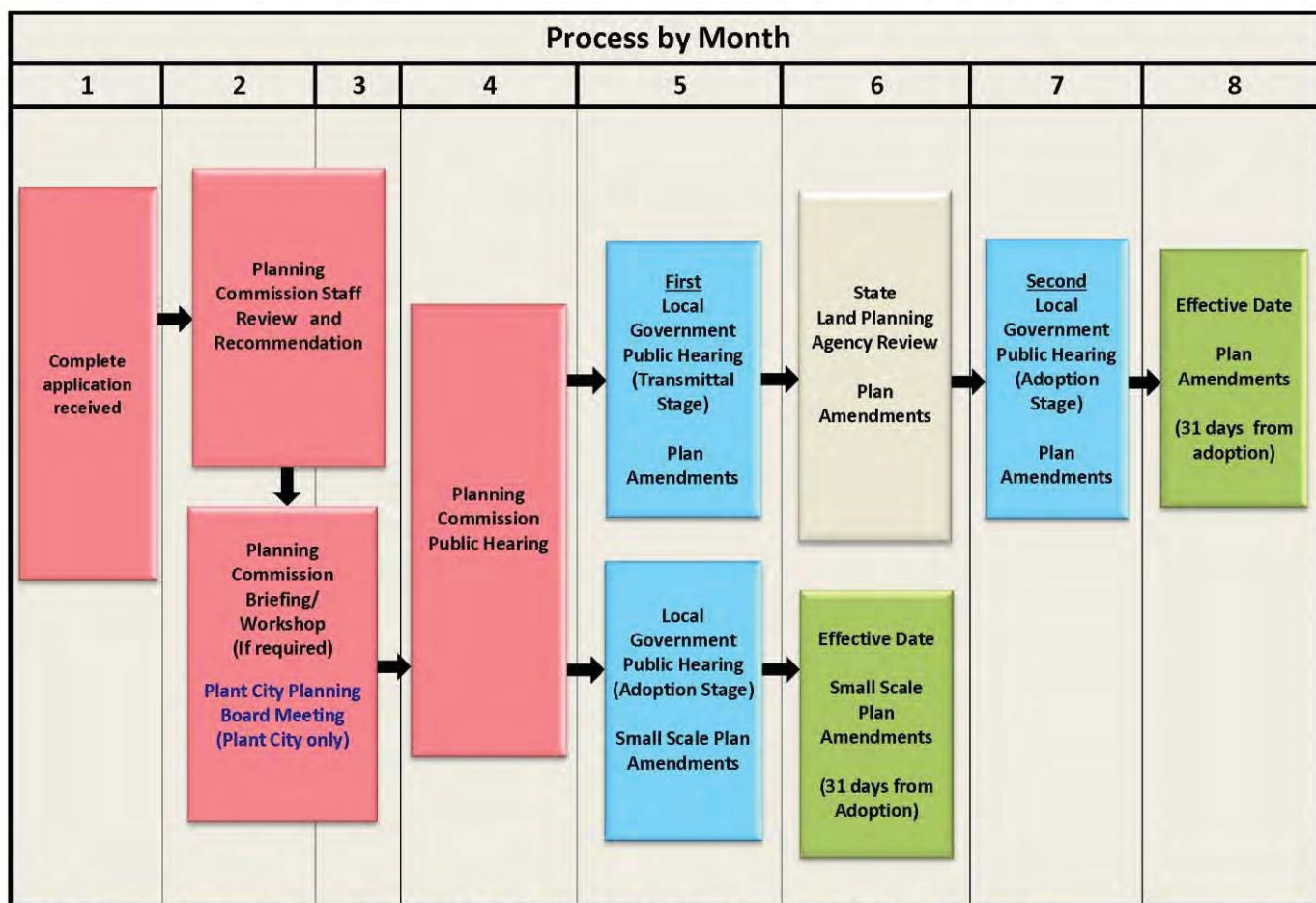
Applications for Small Scale Plan Amendments can be submitted anytime.

Comprehensive Plan Amendment Application	
Quarterly Submittal Schedule	
Jurisdiction/Area	Application Submittal Deadline (Fully completed Application Due on the 1st of the month, or the first business day thereafter)
Unincorporated Hillsborough County	January 1st
	April 1st
	July 1st
	October 1st
City of Tampa	February 1st
	May 1st
	August 1st
	November 1st
City of Plant City	March 1st
	June 1st
	September 1st
	December 1st
City of Temple Terrace	March 1st
	June 1st
	September 1st
	December 1st

Note - A Pre-Submittal Conference is required within 6 months and at least fifteen (15) days prior to the filing deadline.

GENERALIZED PLAN AMENDMENT TIMELINE

UNINCORPORATED HILLSBOROUGH COUNTY, TAMPA, PLANT CITY AND TEMPLE TERRACE



Note: The timeline above is for illustrative purposes only, and approximates when public hearings may be scheduled to occur.

- **Plan Amendment** refers to a Text Amendment or a Map Amendment larger than 10 acres in size.
- **Small Scale Map Amendment** refers to a Map Amendment 10 acres or less in size and may include Text Amendments if specifically associated with a Small Scale Map Amendment.

A. *Publicly Initiated Amendments*

A Comprehensive Plan Amendment request initiated by the Planning Commission or by local government may be inserted into any review period prior to the Planning Commission's Public Hearing, regardless of the deadlines established in this manual, provided all the review and notice procedures established by this manual and pursuant to applicable law are complied with.

V. **Application Procedures** (Note- Regarding Deadlines, the term "days" refers to all days in a month, including weekends and holidays.)

Pre-Submittal Conference

Before submitting an application for a Comprehensive Plan Amendment, the applicant is required to have a Pre-Submittal Conference with staff of the Planning Commission. The purpose of that Pre-Submittal Conference is so the Planning Commission staff will begin a

dialogue to understand the application and provide information that will help the applicant through the process. Staff will also help the applicant with issues that will need to be addressed, and supplemental documents that will need to be submitted with the application, including processing and advertising fees.

The Pre-Submittal Conference must take place within 6 months and at least fifteen (15) days prior to the filing deadline for the Comprehensive Plan Amendment application. No Comprehensive Plan Amendment request will be accepted by the Planning Commission when the applicant has not participated in a timely pre-application conference with Planning Commission staff.

A pre-submittal conference will not be required when either the local government or the Planning Commission is the applicant for the Comprehensive Plan Amendment.

A. Application Submission Conference

After addressing all requirements outlined in the Comprehensive Plan Amendment application and attending the pre-submittal conference meeting, the applicant will schedule an application conference (required) and submit a completed application.

*See Appendix A for a copy of the **Comprehensive Plan Amendment application**. An **Application Checklist** in Appendix B describes the items that need to be submitted for a complete application.*

The application will be reviewed by staff for completeness at the application conference to ensure that all required documents are submitted, including applicable fees, and to answer any questions the applicant may have. All information required in the application form, and the required application fees(s) must be submitted.

No applications will be accepted after 4:00 p.m. on the day of the deadline. Incomplete applications will not be accepted unless otherwise agreed upon during the official pre-submittal conference. A grace period of not more than seven (7) days after the deadline for submittal of a Comprehensive Plan Amendment request may be granted by the Planning Commission Executive Director or his designee, if warranted, to allow the applicant to complete the application and provide required information.

B. Supplemental Information

The Planning Commission may require applicants to submit supplemental information on the Comprehensive Plan Amendment. For Comprehensive Plan Amendments associated with Developments of Regional Impact, the information supplied in the application for development approval will suffice for analysis of the Comprehensive Plan Amendment request.

Failure to provide the information required within the time limits specified will result in a continuance to the next review period (the “next cycle”). If the information required has not been furnished to the Planning Commission by the first day of the next applicable review period the Comprehensive Plan Amendment request will be considered as having been withdrawn by the applicant. However, the Planning Commission staff may, upon written request from the applicant showing good cause, allow an extension of time of not more than seven (7) days to provide the information required.

VI. Grounds for Continuation of Comprehensive Plan Amendment Requests Prior to Planning Commission Recommendation

A. Altering or Revising the Application after Submittal

Alteration or revisions to a more intensive land use designation, affecting 20% or greater of the original request, or increases in the land area covered by the Plan Amendment which is 20% or greater of the original request, or a substantive modification to text that affects policy direction, as determined by staff, must be received by the Planning Commission sixty (60) days or more in advance of the scheduled Planning Commission Public Hearing. In addition, the Comprehensive Plan Amendment shall require re-noticing to review agencies, surrounding property owners and (if applicable) Registered Neighborhood Groups. If the noticing requirements cannot be met, the Comprehensive Plan Amendment will be continued to the next Amendment Review cycle. Re-noticing is not required for an alteration or revision that involves a change to a less intensive land use designation, or a text change to further clarify the original intent of the proposed Text Amendment.

B. Additional Information Submission

The presentation of factual information by the applicant to the Planning Commission, or the Plant City Planning Board prior to or at a Workshop or Public which is beyond the scope of that submitted to the Planning Commission staff, may constitute grounds for continuation of the public hearing until the Planning Commission staff can analyze such information. Any continuance for this reason may result in delay of consideration of the Comprehensive Plan Amendment request beyond the normal review period. Under these circumstances, the Comprehensive Plan Amendment request shall be continued to the next Amendment Review cycle.

C. Continuation of Comprehensive Plan Amendment Requests to the Next Amendment Review Cycle

Upon request by the applicant, formal Comprehensive Plan Amendment review may be continued to the next Amendment Review cycle, subject to the following:

1. A request for continuation must be in writing and addressed to the Chairperson of the Planning Commission (or designee) at the Planning Commission's official address or by email.
2. Requests for continuation received at least forty-five (45) days or more prior to the Planning Commission Public Hearing date shall result in the Comprehensive Plan Amendment request being excluded from the advertisement of the Planning Commission Public Hearing.
3. Requests for continuation received less than forty-five (45) days prior to the Planning Commission Public Hearing may require payment of additional advertising fees to cover the advertising expenses for any subsequent Planning Commission Public Hearing.
4. Continuation of a public hearing may be requested by the applicant a maximum of two times. Continuations may only be permitted to the next cycle. Skipping an Amendment

Review cycle is prohibited. In the event the applicant chooses to forgo continuing to the next Amendment Review cycle, the Comprehensive Plan Amendment shall be considered to have been unconditionally withdrawn.

5. Continuation of a Comprehensive Plan Amendment request will occur if an applicant fails to timely remit the payment of required fees prior to the scheduled hearing.
6. The Planning Commission or the Executive Director (or designee) may continue a Comprehensive Plan Amendment (with the concurrence of the applicant) for an overriding public interest, such as, but not limited to, conducting additional public outreach, further coordination with other agencies or to allow for time to complete a neighborhood/community plan. An additional processing fee will not be required of the requesting party for a continuation processed under these circumstances.
7. These provisions shall not limit the authority of the Planning Commission or local government to authorize continuances.
8. After the Planning Commission makes its recommendation, a Comprehensive Plan Amendment may only be continued by formal action of the local government.

A *Continuation Fee*, if established by the local government shall be applicable to the continued amendment pursuant to the Fee Schedule in effect at the beginning of each Amendment Review cycle. Failure to remit this fee by the Amendment Review cycle application deadline will result in the withdrawal of the Comprehensive Plan Amendment application.

VII. Noticing Requirements

A. Legal Advertisement

The transmittal and adoption public hearing for Comprehensive Plan Amendments must be noticed pursuant to the requirements of Chapters 125 (Counties) and 166 (Cities), Florida Statutes.

1. Proposed Amendment - Local Planning Agency (LPA) Stage - Pursuant to Florida Statutes, the LPA must hold at least one public hearing on the proposed Comprehensive Plan Amendment, and must provide the public notice for that hearing.
 - 1) An advertisement in a newspaper of general circulation within the boundaries of the local government.
 - 2) The advertisement must appear in the newspaper at least ten (10) days prior to the LPA public hearing.
2. Proposed Amendment - Transmittal Stage
 - A. Pursuant to Florida Statutes, the governing body of the local government must consider transmittal of the proposed amendment at a public hearing.
3. The transmittal public hearing must occur on a week day at least seven (7) days after the day that the advertisement is published.
4. Adoption Stage
 - A. Pursuant to Florida Statutes, the governing body of the local government must consider the adoption of the Comprehensive Plan Amendment at a second public hearing.

- 1) The adoption public hearing must occur on a week day at least five (5) days after the day that the advertisement is published.

B. Pro-Rata Share of Statutory Advertisement Cost for the Planning Commission and Local Government Public Hearings

The applicant is responsible for the pro-rata share of advertising costs for one published advertisement noticing the Planning Commission public hearing and up to two public hearings held by the jurisdiction. Fees shall be made payable to the “Board of County Commissioners of Hillsborough County” by separate money order or check (delivered to the Planning Commission office). Fees are due at least fourteen (14) days prior to the public hearing being advertised. Failure to pay advertising fees by the deadline will result in an automatic continuation of the Comprehensive Plan Amendment.

Municipalities (Only) – The payment for the pro-rata share of the advertisement costs for municipal hearings should be made either by money orders or check payable to jurisdiction (City of Tampa, City of Temple Terrace, City of Plant City) in which they are held.

C. Planning Commission

An advertisement will be published to notify the public of the upcoming Planning Commission hearing for any Comprehensive Plan Amendment. The size of the ad, frequency of publication, publication deadlines and other parameters are defined in the Planning Commission’s adopted Public Information Program, consistent with requirements of Part II, Chapter 163, Florida Statutes. The ad shall be published at least ten (10) days prior to the Planning Commission’s public hearing is required.

To enhance public awareness and participation at the Planning Commission Public Hearing of minority and neighborhood groups, additional advertisements may be placed in minority or neighborhood newspapers. The applicant is responsible for the pro-rata share of the legal advertisement cost if placed in minority or neighborhood newspapers.

D. Local government Noticing Requirements

Mail Notification (required for all Local Governments)

Mailed notice shall be sent by the Planning Commission staff (in the case of the City of Temple Terrace, the Temple Terrace City Clerk will send the notice) to each property owner whose land will be affected by a Future Land Use Map amendment if the amendment involves less than 5% of governmental unit land area. The notice shall be mailed at least 30 days prior to the first local government public hearing and shall state the substance of the amendment and the time, date and place of the local government public hearings.

Plan Amendments initiated by the local government on publicly owned land to recognize property obtained through the Environmental Lands Acquisition and Protection Program, state conservation programs or to recognize schools, school sites and existing public

facilities are exempt from the mailing and sign posting requirements described below. Legal advertising notice, consistent with state law will be provided, and one notice sign will be posted per amendment site, which may also provide notice of immediately contiguous amendment sites.

For the City of Temple Terrace:

*Mail Notification **

Mail Notification will be sent by the City Clerk to each real property owner whose property will be affected by the proposed plan amendment whose address is known by reference to the latest ad valorem tax records. The notice will indicate the application statement/purpose as well as the date, time and place of the first City Council public hearing. The required notices will be sent by regular mail at least fourteen (14) days prior to the City Council's public hearing. In some cases, if timing and schedules are coordinated, the Planning Commission and City may arrange for a single mailed notice for all public hearings.

Surrounding Property Owner Notice*

*The City of Temple Terrace does not send mail notice to surrounding property owners.

For Hillsborough County, Tampa and Plant City only, Applicants requesting a Future Land Use Map amendment(s) are required to mail a notice of public hearing to each real-property owner and Registered Neighborhood Groups (County) and Neighborhood Registry (Tampa) (if applicable) located within two-hundred-fifty feet (250 feet), inclusive of right-of-way, from the applicant's proposed amendment site in accordance with the following requirements:

"Registered Neighborhood Groups" means a group of citizens representing not less than 50% of the residents within a defined geographic area, a duly incorporated citizen or homeowners' group, or an unincorporated association approved by the Board of County Commissioners, which is organized for the purpose of considering and acting upon any of a broad range of issues affecting the livability and quality of their neighborhood who are registered with the County, pursuant to the Neighborhood Bill of Rights. Registered Neighborhood Groups shall be listed on the Hillsborough County registry pursuant to the Neighborhood Bill of Rights (County) and the Neighborhood Registry for the City of Tampa.

1. Timing

- Mail-notices shall be mailed at least fourteen (14) days prior to the Planning Commission Public Hearing.
- For the Board of County Commissioners (BOCC), Tampa City Council, Plant City Planning Board (meeting) and City Commission, applicants must mail the notice at least thirty (30) days prior to the first Public Hearing.

2. Content of Mail-Notice

- Planning Commission staff shall provide the Applicant a completed Mail Notice for each Public Hearing. The Applicant is responsible for making the required number of Notices for mailing purposes.
- The Mail-Notice will state the substance of the amendment request, dates, time and the place of hearings.

3. Recipients of Mail-Notices*

Applicants are required to send mail-notices to each real-property owner within two-hundred-fifty feet (250 feet) radius from the applicant's proposed amendment site. Applicants must send mail-notices to each registered neighborhood association in which the applicant's property is located, and to all other registered neighborhood associations within two hundred fifty (250) feet of the applicant's proposed amendment site. Mail-notices shall be sent to the registered neighborhood association within a mile of the site, if the applicant's amendment site does not lie within the boundaries of a registered neighborhood association, or if no registered neighborhood association exists within the required 250 feet distance.

*Mailing to registered neighborhood associations does not apply to amendment requests with in the City of Plant City.

4. Where to obtain property addresses

Mail-notices shall be sent to the most current address(es) of real-property owners within the two-hundred feet (250) radius of the applicant's proposed amendment site as shown in the records of the Hillsborough County Property Appraiser's Office – 16th Floor County Center. Phone (813) 272-5940.

5. Proof of mailing

All applicants must provide proof of mailing by:

- completing the "Mailing of Notice of Public Hearing Declaration" form (see Appendix D); and
- providing the original proof of mailing certification by the US Post Office

This documentation shall be submitted to the Hillsborough County City-County Planning Commission office at least fourteen (14) days prior to each Public Hearing conducted by Hillsborough County City-County Planning Commission and local governments.

Sign Posting (requirements applicable for Public Hearings by the Planning Commission, Hillsborough County Board of County Commissioners, City of Temple Terrace and Tampa City Council only)

Signs will be posted prior to each Public Hearing. In an effort to enhance public

awareness and participation on proposed Map Amendments in Unincorporated County, and Tampa, Applicants requesting Map Amendments are required to install public Notice Sign(s) at the Map Amendment site. Planning Commission staff will assist applicants as to the requirements and timing of installing public notice signs during the pre-application conference.

In the City of Temple Terrace, the Temple Terrace staff will install public Notice Sign(s) at the Map Amendment site.

Note: If the Applicant would like the Planning Commission staff to prepare and post signs, an hourly rate will be assessed and billed to the Applicant. The processing of the plan amendment request will not proceed until the billed amount has been received from the applicant.

Applicants are required to install sign(s) at the plan amendment site in accordance with the following requirements:

1. Timing*

- The Notice Sign(s) shall be installed at least fourteen (14) days prior to the Planning Commission's Public Hearing, and at least thirty (30) days(*fourteen days for the City of Temple Terrace) prior to the each Public Hearing (1 Planning Commission Public Hearing and 2 Local Government Public Hearings).
- The applicant is required to provide photographic proof of the mounted Notice Sign(s) and an original-signed copy of the attached "Sign Declaration."

Note: The processing of the Map Amendment request will not proceed past the deadline, for the following, until they have been received from the applicant:

- a. Photographic proof showing the installed Notice Sign(s) and location.
- b. A completed "Sign Declaration" form, signed under penalty of perjury, that the Notice Sign(s) has/have been posted according to the requirements of this section.

2. Location of Notice Sign(s)

The Notice Sign(s) shall be located 4 feet from the property line along each street frontage of the property, and midway between the opposing boundaries or as directed by the Planning Commission staff. The Notice Sign(s) shall be clearly visible and unobstructed from public view or as directed by Planning Commission staff.

3. Sign Wording and Sign Stakes

- The Planning Commission staff will provide the Notice Sign(s) and complete the wording for the Notice Sign(s). The sign will state the proposed change to the

Future Land Use Map, from and to what designation, the Comprehensive Plan Amendment number, the number of acres involved, the time, date and location of the Public Hearing, the Planning Commission phone number and the date the sign is posted.

- The Planning Commission staff will also provide Notice Sign(s) supports able to sustain the weight of the Notice Sign (s) for a considerable period of time and through various climatic conditions (i.e. heavy winds) to ensure that it does not fall over or is damaged. Therefore, the Sign(s) must be mounted in a manner to ensure stability.
- The Applicant must complete the portion of the Notice Sign stating when the sign was posted before posting the sign and shown in the photograph.

4. Notice Sign Removal

The applicant shall remove the sign from the plan amendment site within seven (7) days after the application(s) is/are approved or denied by the Local government.

5. Proof of Posting

All applicants must provide proof of posting by completing the "Sign Declaration" form (See Appendix D) to the Hillsborough County City-County Planning Commission at least ten (10) days prior to each Public Hearing conducted by Hillsborough County City-County Planning Commission and local governments.

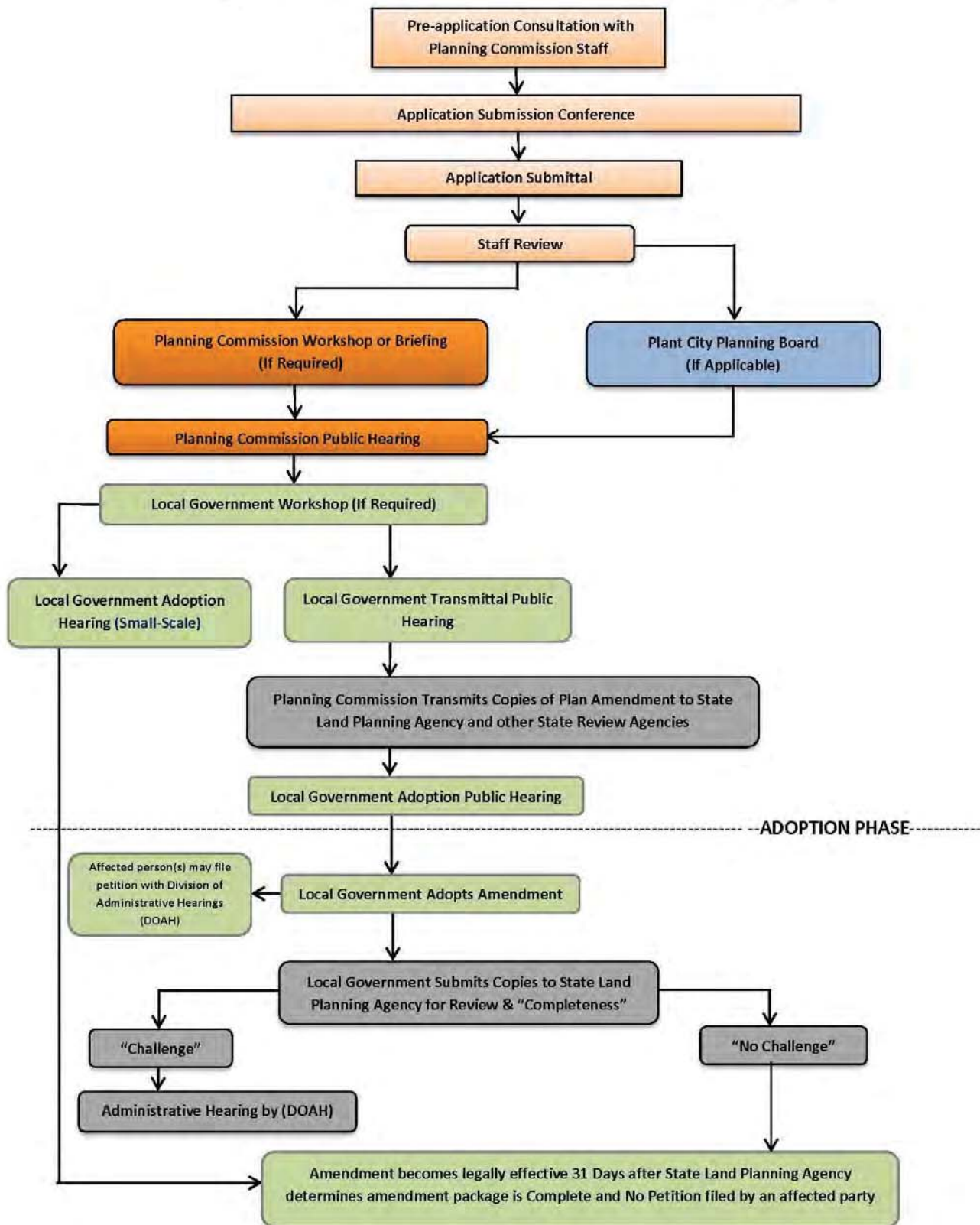
VIII. Withdrawal of an Amendment Application

An applicant may withdraw a request for a Comprehensive Plan Amendment at any time, by filing written notice or email with the Executive Director (or designee) of the Planning Commission. If the withdrawal of a proposed amendment occurs at any time after the Planning Commission has submitted the Comprehensive Plan Amendment to the State Land Planning Agency for review, the Planning Commission [on behalf of the local government] will provide notice of the withdrawal to the State Land Planning Agency. Fees paid prior to withdrawal of a request are non-refundable.

Privately initiated Plan Amendments withdrawn following the first public hearing with the Board of County Commissioners or City Council may not resubmit for one (1) year and upon resubmission of the proposed amendment will be treated as a new application. The one (1) year waiting period does not apply to amendments that have been modified from the previous submittal by either adding or subtracting land [more than 20%], requesting a different future land use plan category or substantive changes to the originally proposed text that affects the policy direction of the Comprehensive Plan.

PROCESS OVERVIEW

EXPEDITED STATE REVIEW PLAN AMENDMENT PROCESS



Note: There is a separate process for Plan Amendments that are in designated by State Law as an area of critical state concern; proposed for rural land stewardship; proposes a sector plan; updates the Comprehensive Plan based on an evaluation and appraisal of the Plan; development proposed pursuant to Section 380.06(24)(x) Florida Statute; or are new plans for newly incorporated municipalities. This process is identified as a State Coordinated Review in which the State Land Planning Agency issues an Objection, Recommendation and Comment Report following the review of a transmitted Plan Amendment and upon local adoption of the Plan Amendment issues a Notice of Intent to find the Plan Amendment in Compliance with State Law.

IX. HILLSBOROUGH COUNTY CITY-COUNTY PLANNING COMMISSION - THE LOCAL PLANNING AGENCY (LPA) REVIEW PROCESS AND PUBLIC HEARING

A. Planning Commission Staff Review

Based on information received from the applicant and the reviewing agencies, staff reviews the Comprehensive Plan Amendment for compliance and consistency with the Goals, Objectives and Policies, and other provisions of the Comprehensive Plan, regulations implementing the Plan, and with professional planning principles and standards. In its review, the Planning Commission staff will consider existing conditions and future plans, programs and anticipated conditions within the study area(s). The Planning Commission staff may request information or comment from appropriate local government or other reviewing government agencies and departments. Planning Commission staff makes recommendations to the Planning Commission on a finding of Consistency or Inconsistency of the Plan Amendment with the Comprehensive Plan.

The Planning Commission staff will inform the applicant of staff's recommendation. The Planning Commission recommendation will be available in writing for the applicant's review no later than ten (10) days prior to the Planning Commission Public Hearing or in the case of Plant City, one week prior the Plant City Planning Board meeting.

B. Plant City Planning Board Meeting (Plant City Only)

The City of Plant City has a "Planning Board", which holds a public meeting to consider Comprehensive Plan Amendments. The Planning Commission staff recommendation is presented at this meeting and the recommendation of the Planning Board is generally forwarded to the Planning Commission. In rare circumstances, the Planning Board may meet after the Planning Commission.

C. Planning Commission Workshop or Briefing

The Planning Commission is briefed on the proposed Comprehensive Plan Amendment request. At this meeting, staff and members of the Planning Commission discuss the amendment request. The "Workshop/Briefing" is an opportunity for the Planning Commission to learn and ask questions about the proposed amendments. No public comment or applicant presentation is taken at the "Workshop/Briefing". No staff recommendation is presented at this time.

D. Planning Commission Public Hearing

All Comprehensive Plan Amendments, regardless of type, require a Public Hearing before the Planning Commission. The Planning Commission Public Hearing process is the same for all types of Comprehensive Plan Amendments.

Subsequent to the Planning Commission Workshop/Briefing, a Public Hearing will be scheduled with due public notice for the Planning Commission to consider the Comprehensive Plan Amendment, receive public input, and take action. The Planning Commission Public Hearing is held after 5:00 p.m. on a weekday, unless otherwise agreed by vote of the Planning Commission.

At the Public Hearing, Planning Commission staff will make a recommendation on a finding of Consistency or Inconsistency of the Plan Amendment with the Comprehensive Plan to the Planning Commission. The Planning Commission may agree with the staff recommendation, amend the staff recommendation, or reverse the staff recommendation. The Planning Commission will make a recommendation based upon a finding that the Comprehensive Plan Amendment is either consistent or inconsistent with the Comprehensive Plan, and adopt a resolution by a simple majority vote.

Once the Planning Commission has completed the Public Hearing for a Comprehensive Plan Amendment(s), its recommendations are transmitted to the local government.

X. PUBLIC HEARINGS WITH LOCAL GOVERNMENT AND STATE REVIEWING AGENCIES

The Planning Commission's recommendation is transmitted to the Hillsborough County Board of County Commissioners, if the amendment request is in unincorporated Hillsborough County; to the Tampa City Council, if the request is in Tampa; to the Plant City City Commission, if the request is in Plant City; and to the Temple Terrace City Council, if the request is in Temple Terrace. The recommendation is transmitted in advance of each local government's scheduled hearing date.

After receipt of the Planning Commission's **recommendation, the local** government shall hold at least two advertised Public Hearings on a proposed amendment, except in the case of Small Scale Amendments, which require only one Public Hearing.

Public hearings of the governing body will be scheduled in accordance with the requirements of state law.

A. First Local Government Public Hearing (Transmittal Stage)

If the local government approves the Comprehensive Plan Amendment for transmittal to the state land planning agency and other review agencies after the initial public hearing, the Comprehensive Plan Amendment shall be transmitted in accordance with the procedures below.

Within fourteen (14) days after the first advertised Public Hearing, the Planning Commission staff, on behalf of the local government, shall transmit the Comprehensive Plan Amendment to the state land planning agency and other reviewing agencies, as required by Florida law.

The state reviewing agencies shall review and may comment on the Comprehensive Plan Amendment and may transmit to the local government comments on the Comprehensive Plan Amendment. Each state reviewing agency is required to transmit any comments within thirty (30) days of receiving the Comprehensive Plan Amendment package.

Effect and Legal Status of Comments

Any comments on a proposed Comprehensive Plan Amendment which are submitted by the reviewing agencies are public documents, and part of the record in the matter.

B. Small Scale Plan Amendment Adoption

After receipt of the Planning Commission recommendation, the local government shall hold at least one advertised Public Hearing to consider adoption, adoption with changes, or determine that it will not adopt a proposed small scale Comprehensive Plan Amendment.

In the cities of Tampa, Temple Terrace and Plant City, a simple majority vote is required for adoption of a Small Scale Plan Amendment. A majority plus one vote of the membership of the Hillsborough County BOCC is required for adoption of a Small Scale Plan Amendment that changes residential density on a parcel or parcels of land.

C. Second Local Government Public Hearing (Adoption Stage)

Within one hundred and eighty (180) days after receipt of state reviewing agencies written comments regarding Comprehensive Plan Amendment(s), the local government shall adopt, adopt with changes or determine that it will not adopt the Comprehensive Plan Amendment.

During the course of the second Public Hearing, the local government shall review the written comments received from the state planning agency and any other person, agency or government.

Any Comprehensive Plan Amendment that changes a Future Land Use designation in the Future Land Use Element or that changes residential density on a parcel or parcels of land comprising less than 5 percent of unincorporated Hillsborough shall be adopted by at least a majority plus one vote of the total membership of the Hillsborough County BOCC. A simple majority vote is required by the local government of the City of Plant City, Temple Terrace and Tampa.

All Comprehensive Plan Amendments shall be adopted by local government ordinance utilizing the procedures set forth in this manual.

D. Transmittal of Adopted Amendment to the State Land Planning Agency

Within ten (10) days after adoption of a Comprehensive Plan Amendment, the Planning Commission shall transmit the amendment, and a copy of the ordinance to the State Land Planning Agency and agencies that submitted comments, as prescribed by Florida Statutes.

Additionally, the Planning Commission shall transmit a copy of the adopted Comprehensive Plan Amendment to any other local government or agency that has provided comments prior to adoption of the amendment or has filed a written request with the local government for a copy of such amendment.

XI. Effective Date of Adopted Amendments

The Comprehensive Plan Amendment becomes effective thirty-one (31) days after the State Land Planning Agency determines the amendment package is complete, without any challenge having been filed by an affected party. Challenges to adopted amendments are subject to an administrative proceeding pursuant to Florida Statutes.

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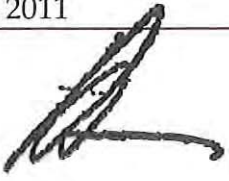

**UNINCORPORATED HILLSBOROUGH COUNTY AND THE CITIES
OF TAMPA, PLANT CITY AND TEMPLE TERRACE
PLANNING COMMISSION RESOLUTION**

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RESOLUTION

ITEM: Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County and the Cities of Tampa, Plant City and Temple Terrace

	AYE	NAY	ABSENT	DATE:
				December 12, 2011
Frank M. Chillura <i>Chair</i>	X			
Derek L. Doughty <i>Vice-Chair</i>	X			
Jill Buford <i>Member-at-Large</i>	X			
Bowen A. Arnold	X			Frank M. Chillura, Chair
Bruce P. Cury	X			
Brian P. Hollands	X			
Gary D. Sears			X	
Mitch Thrower	X			
Jacqueline S. Wilds	X			
Ray Young	X			
Robert B. Hunter, FAICP <i>Executive Director</i>				Robert B. Hunter, Executive Director
On motion of <u>Brian P. Hollands</u> Seconded by <u>Bruce P. Cury</u> .				
The following resolution was adopted:				

WHEREAS, changes in Florida Statutes (Chapter 163 Part II), Laws of Florida (Chapter 97-351), Florida Administrative Rules (9J-5 and 9J-11) and general administrative procedures at the local level necessitate the periodic review and update of the Unincorporated Hillsborough County, and the Cities of Tampa, Plant City and Temple Terrace's adopted Procedures Manual for Amendments to the Comprehensive Plans; and

WHEREAS, revisions have been initiated to 1) consolidate the Procedures Manual for Amendments to the Comprehensive Plans for Unincorporated Hillsborough County, and the Cities of Tampa, Plant City and Temple Terrace into one document; 2) allow for quarterly Plan Amendment application submissions for each local government; 3) revise and standardize the format and requirements for local governments countywide; 4) reduce requirement from two legal advertisement to one prior to Planning Commission Public Hearings, and 5) a few non-substantive changes to improve readability of the manual;

RESOLUTION

Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County and the Cities of Tampa, Plant City and Temple Terrace
December 12, 2011

NOW, THEREFORE, BE IT RESOLVED, that the Hillsborough County City-County Planning Commission recommends to the Board of County Commissioners, Tampa City Council, Plant City City Commission and Temple Terrace City Council that the Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County and the Cities of Tampa, Plant City and Temple Terrace be APPROVED, as shown in the attached document.

UNINCORPORATED HILLSBOROUGH COUNTY RESOLUTIONS

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**Hillsborough County
City-County
Planning Commission**

Resolution

Item: Hillsborough County-Text Change to the Comprehensive Plan Amendment Procedures Manual

	AYE	NAY	ABSENT	DATE: November 14, 2016
Mitch Thrower, Chair	X			<i>Mitch Thrower</i>
Bowen A Arnold, Vice-Chair	X			
Gary Pike, Member-at-Large	X			
Stephanie A Agliano			X	Mitch Thrower Chair
Matthew D Buzza	X			
Derek L Doughty, PE			X	<i>Melissa E Zornitta</i>
Theodore Trent Green, RA	X			
Nigel M Joseph	X			
Jacqueline S Wilds	X			Melissa E. Zornitta, AICP Executive Director
Melissa E Zornitta, AICP Executive Director				
On motion of <u>Com. Arnold</u> Seconded by <u>Comm. Green</u> The following resolution was adopted:				

WHEREAS, the Hillsborough County City-County Planning Commission, in accordance with Laws of Florida has developed long-range comprehensive plans for the Cities of Tampa, Plant City and Temple Terrace, along with unincorporated Hillsborough County, pursuant to the provisions of Chapter 163, Part II, Florida Statutes and Chapter 97-351, Laws of Florida, as amended; and

WHEREAS, the Cities of Tampa, Plant City and Temple Terrace, along with Unincorporated Hillsborough County have adopted Comprehensive Plans by ordinance; and

WHEREAS, the Planning Commission has adopted by resolution on December 12, 2011, a Comprehensive Plan Amendment Procedures Manual, representing the Cities of Tampa, Plant City and Temple Terrace, along with Unincorporated Hillsborough County,

WHEREAS, revisions have been initiated to improve the efficiency of the Plan Amendment review process for Unincorporated Hillsborough County;



Plan Hillsborough
planhillsborough.org
planner@plancom.org
 813. 272-5940
 601 E Kennedy Blvd
 18th Floor
 Tampa, FL, 33602

PROPOSED CHANGES

PUBLIC HEARINGS WITH LOCAL GOVERNMENT AND STATE REVIEWING AGENCIES

- X. The Planning Commission's recommendation is transmitted to the Hillsborough County Board of County Commissioners, if the amendment request is in unincorporated Hillsborough County; to the Tampa City Council, if the request is in Tampa; to the Plant City City Commission, if the request is in Plant City; and to the Temple Terrace City Council, if the request is in Temple Terrace. The recommendation is transmitted in advance of each local government's scheduled hearing date.

After receipt of the Planning Commission's recommendation, the local government shall hold at least two advertised Public Hearings on a proposed amendment, except in the case of Small Scale Amendments, which require only one Public Hearing.

Public hearings of the governing body will be scheduled in accordance with the requirements of state law.

A. First Local Government Public Hearing (Transmittal Stage)

~~The first advertised Public Hearing shall be held after 5:00 p.m. on a weekday, at least seven (7) days after the first advertisement is published unless otherwise agreed by a majority plus one vote of the membership of the elected body. The intent to hold and advertise a second advertised Public Hearing shall be announced at the first Public Hearing.~~

If the local government approves the Comprehensive Plan Amendment for transmittal to the state land planning agency and other review agencies after the initial public hearing, the Comprehensive Plan Amendment is shall be transmitted in accordance with the procedures below.

Effect and Legal Status of Comments

Any comments on a proposed Comprehensive Plan Amendment which are submitted by the reviewing agencies are public documents, and part of the record in the matter.

B. Small Scale Plan Amendment Adoption

After receipt of the Planning Commission recommendation, the local government shall hold at least one advertised Public Hearing to consider adoption, adoption with changes, or determine that it will not adopt a proposed small scale Comprehensive Plan Amendment.

~~The adoption of the proposed Comprehensive Plan Amendment shall be made in the course of an advertised Public Hearing. The advertised Public Hearing shall be held after~~

~~5:00 p.m. on a weekday, at least five (5) days after the advertisement for the Public Hearing is published unless otherwise agreed by a majority plus one vote of the membership of the elected body.~~

In the cities of Tampa, Temple Terrace and Plant City, a simple majority vote is required for adoption of a Small Scale Plan Amendment. A majority plus one vote of the membership of the Hillsborough County BOCC is required for adoption of a small scale Plan Amendment that changes residential density on a parcel or parcels of land.

C. *Second Local Government Public Hearing (Adoption Stage)*

Within one hundred and eighty (180) days after receipt of state reviewing agencies written comments regarding Comprehensive Plan Amendment(s), the local government shall adopt, adopt with changes or determine that it will not adopt the Comprehensive Plan Amendment.

During the course of the second Public Hearing, the local government shall review the written comments received from the state planning agency and any other person, agency or government. ~~The second (adoption) Public Hearing shall be held after 5:00 p.m. on a weekday, at least five (5) days after the advertisement is published unless otherwise agreed by a majority plus one vote of the membership of the elected body.~~

NOW, THEREFORE, BE IT RESOLVED, that the proposed text changes to the Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County be APPROVED, as shown below and in the attached document.

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R16-181

RESOLUTION

R16-181

RESOLUTION # R16-181

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF HILLSBOROUGH COUNTY, FLORIDA, ADOPTING AN AMENDED PROCEDURES MANUAL FOR COMPREHENSIVE PLAN AMENDMENTS, PROVIDING FOR AN EFFECTIVE DATE

Upon motion by Commissioner Miller, seconded by Commissioner Murman, the following resolution was adopted by a vote of 5 to 0.

WHEREAS, the Board of County Commissioners adopted the *Future of Hillsborough Comprehensive Plan for Unincorporated Hillsborough County* by Ordinance 89-28, as amended; and

WHEREAS, the Board of County Commissioners adopted a procedures manual for amendments to the Comprehensive Plan for Unincorporated Hillsborough County in 1986, which was subsequently amended from time to time; and

WHEREAS, the Board of County Commissioners adopted a consolidated procedures manual for amendments to the *Future of Hillsborough Comprehensive Plan for Unincorporated Hillsborough County* and the Cities of Tampa, Plant City and Temple Terrace on February 14, 2012 (the "Procedures Manual"), by Resolution R12-017; and

WHEREAS, on November 14, 2016, the Hillsborough County City-County Planning Commission passed a resolution recommending adoption of amendments to the Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County and the Cities of Tampa, Plant City and Temple Terrace by the Hillsborough County Board of County Commissioners, Tampa City Council, Plant City City Commission and Temple Terrace City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF HILLSBOROUGH COUNTY, FLORIDA, ASSEMBLED THIS 13th DAY OF DECEMBER, 2016:

Section 1. That the proposed amendments to the *Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County*, attached hereto as Attachment "A", are hereby adopted.

Section 2. The provisions in Attachment "A" that address procedures and requirements relating to the cities of Tampa, Plant City and Temple Terrace are adopted for reference purposes only and shall not have any binding effect on applications for amendments to the *Future of Hillsborough Comprehensive Plan for Unincorporated Hillsborough County*.

Section 3. This resolution shall be effective upon adoption by the Board of County Commissioners of Hillsborough County and shall apply to applications for amendments to the *Future of Hillsborough Comprehensive Plan for Unincorporated Hillsborough County* submitted after December 13, 2016.

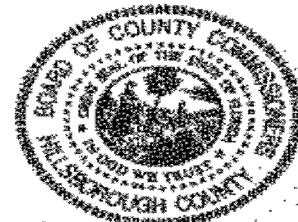
STATE OF FLORIDA)
COUNTY OF HILLSBOROUGH)

I, Pat Frank, Clerk of the Circuit Court and Ex Officio Clerk to the Board of County Commissioners of Hillsborough County, Florida, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the Board of County Commissioners at a regular meeting held on December 13, 2016, as the same appears of record in Minute Book 487 of the Public Records of Hillsborough County, Florida.

Witness my hand and official seal this 16th day of December, 2016.

Pat Frank, Clerk of Circuit Court

By: Miguel K. Diaz
Deputy Clerk



Approved as to Form and Legal Sufficiency

By: [Signature]
Senior Assistant County Attorney

Attachment “A”

D. Planning Commission Public Hearing

All Comprehensive Plan Amendments, regardless of type, require a Public Hearing before the Planning Commission. The Planning Commission Public Hearing process is the same for all types of Comprehensive Plan Amendments.

Subsequent to the Planning Commission Workshop/Briefing, a Public Hearing will be scheduled with due public notice for the Planning Commission to consider the Comprehensive Plan Amendment, receive public input, and take action. The Planning Commission Public Hearing is held after 5:00 p.m. on a weekday, unless otherwise agreed by vote ~~of the membership~~ of the Planning Commission.

At the Public Hearing, Planning Commission staff will make a recommendation on a finding of Consistency or Inconsistency of the Plan Amendment with the Comprehensive Plan to the Planning Commission. The Planning Commission may agree with the staff recommendation, amend the staff recommendation, or reverse the staff recommendation. The Planning Commission will make a recommendation based upon a finding that the Comprehensive Plan Amendment is either consistent or inconsistent with the Comprehensive Plan, and adopt a resolution by a simple majority vote.

Once the Planning Commission has completed the Public Hearing for a Comprehensive Plan Amendment(s), its recommendations are transmitted to the local government.

X. PUBLIC HEARINGS WITH LOCAL GOVERNMENT AND STATE REVIEWING AGENCIES

The Planning Commission's recommendation is transmitted to the Hillsborough County Board of County Commissioners, if the amendment request is in unincorporated Hillsborough County; to the Tampa City Council, if the request is in Tampa; to the Plant City City Commission, if the request is in Plant City; and to the Temple Terrace City Council, if the request is in Temple Terrace. The recommendation is transmitted in advance of each local government's scheduled hearing date.

After receipt of the Planning Commission's recommendation, the local government shall hold at least two advertised Public Hearings on a proposed amendment, except in the case of Small Scale Amendments, which require only one Public Hearing.

[Public hearings of the governing body will be scheduled in accordance with the requirements of state law.](#)

A. First Local Government Public Hearing (Transmittal Stage)

~~The first advertised Public Hearing shall be held after 5:00 p.m. on a weekday, at least seven (7) days after the first advertisement is published, unless otherwise agreed by a majority plus one vote of the membership of the elected body. The intent to hold and advertise a second advertised Public Hearing shall be announced at the first Public Hearing.~~

If ~~directed by~~ the local government, [approves the Comprehensive Plan Amendment for transmittal to the state land planning agency and other review agencies after the initial](#)

public hearing. the Comprehensive Plan Amendment ~~is shall be~~ transmitted in accordance with the procedures below, ~~to the state land planning and other reviewing agencies.~~

Within fourteen (14) days after the first advertised Public Hearing, the Planning Commission staff, on behalf of the local government, shall transmit the Comprehensive Plan Amendment to the state land planning agency and other reviewing agencies, as required by Florida law.

The state reviewing agencies shall review and may comment on the Comprehensive Plan Amendment, and may transmit to the local government comments on the Comprehensive Plan Amendment. Each state reviewing agency is required to transmit any comments within thirty (30) days of receiving the Comprehensive Plan Amendment package.

Effect and Legal Status of Comments

Any comments on a proposed Comprehensive Plan Amendment which are submitted by the reviewing agencies are public documents, and part of the record in the matter.

B. Small Scale Plan Amendment Adoption

After receipt of the Planning Commission recommendation, the local government shall hold at least one advertised Public Hearing to consider adoption, adoption with changes, or determine that it will not adopt a proposed small scale Comprehensive Plan Amendment.

~~The adoption of the proposed Comprehensive Plan Amendment shall be made in the course of an advertised Public Hearing. The advertised Public Hearing shall be held after 5:00 p.m. on a weekday, at least five (5) days after the advertisement for the Public Hearing is published, unless otherwise agreed by a majority vote plus one of the membership of the governing body.~~

In the cities of Tampa, Temple Terrace and Plant City, a simple majority vote is required for adoption of a Small Scale Plan Amendment. A majority plus one vote of the membership of the Hillsborough County BOCC is required for adoption of a small scale Plan Amendment that changes residential density on a parcel or parcels of land.

C. Second Local Government Public Hearing (Adoption Stage)

Within one hundred and eighty (180) days after receipt of state reviewing agencies written comments regarding Comprehensive Plan Amendment(s), the local government shall adopt, adopt with changes or determine that it will not adopt the Comprehensive Plan Amendment.

During the course of the second Public Hearing, the local government shall review the written comments received from the state planning agency and any other person, agency or government. ~~The second (adoption) Public Hearing shall be held after 5:00 p.m. on a weekday, at least five (5) days after the advertisement is published, unless otherwise agreed by a majority plus one vote of the membership of the governing body.~~

Any Comprehensive Plan Amendment that changes a Future Land Use designation in the Future Land Use Element or that changes residential density on a parcel or parcels of land comprising less than 5 percent of unincorporated Hillsborough shall be adopted by at least a majority plus one vote of the total membership of the Hillsborough County BOCC. A simple majority vote is required by the local government of the City of Plant City, Temple Terrace and Tampa.

CITY OF TAMPA RESOLUTION

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C
A
M

RESOLUTION NO. 2014- 825

A RESOLUTION ADOPTING THE NEWLY CREATED "COMPREHENSIVE PLAN AMENDMENT PROCEDURES MANUAL FOR UNINCORPORATED HILLSBOROUGH COUNTY AND THE CITIES OF TAMPA, PLANT CITY AND TEMPLE TERRACE PROCEDURES MANUAL"; SUPERSEDING PRIOR EDITIONS TO THE MANUAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 2011-139 Laws of Florida (known as the Community Planning Act) the process for an amendment to local governments comprehensive plan was revised and streamlined; and

WHEREAS, Chapter 163 Part II Florida Statutes and Chapter 97-351, Laws of Florida, provide that plan amendments initiated within the City of Tampa must be referred to the local planning agency for review and recommendation;

WHEREAS, pursuant to Chapter 97-351 Laws of Florida, the Hillsborough County City-County Planning Commission serves as the local planning agency for the City of Tampa; and

WHEREAS, it is in the best interest of the Hillsborough County City-County Planning Commission and the City of Tampa to establish procedures for the review and adoption of plan amendments to the Tampa Comprehensive Plan; and,

WHEREAS, the Hillsborough County City-County Planning Commission has developed and adopted the newly created "Comprehensive Plan Amendment Procedures Manual for Unincorporated Hillsborough County and the cities of Tampa, Plant City and Temple Terrace Procedures Manual" to the existing "Procedures Manual for Amendments to the Tampa Comprehensive Plan" which revisions were approved in January, 2012.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL
OF THE CITY OF TAMPA, FLORIDA:**

Section 1. That the newly created "Comprehensive Plan Amendment for unincorporated Hillsborough County and the cities of Tampa, Plant City and Temple Terrace Procedures Manual ("Procedures Manual")", a copy of which is attached hereto as Exhibit "A" and by reference made a part hereof, is approved and adopted in its entirety.

Section 2. That this Procedures Manual shall supersede prior editions of the Procedures Manual and shall hereafter be utilized for proposed amendments to the Tampa Comprehensive Plan, or an element or portion thereof, submitted after the effective date of this Resolution.

E2014-47

CITY OF PLANT CITY RESOLUTION

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RESOLUTION NO. 14-2012

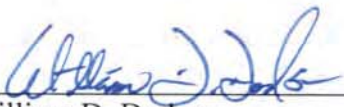
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PLANT CITY, FLORIDA, APPROVING THE CONSOLIDATED PLAN AMENDMENT PROCEDURES MANUAL.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PLANT CITY, FLORIDA:

Section 1. The consolidated Plan Amendment Procedures Manual for the Cities of Tampa, Temple Terrace, Plant City and unincorporated Hillsborough County dated December 12, 2011 is hereby approved and authorized.


Section 2. This resolution shall be effective immediately upon passage.

Adopted by the City Commission on January 23, 2012.




William D. Dodson
Vice-Mayor

ATTEST:



Kerri J. Miller
City Clerk

Approved as to form and correctness:



Kenneth W. Buchman
City Attorney

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CITY OF TEMPLE TERRACE RESOLUTION

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From: Mooney, Cheryl A. [<mailto:CMooney@templeterrace.com>]
Sent: Tuesday, November 25, 2014 9:20 AM
To: Tony LaColla
Subject: RE: 11-18-2014 City Council meeting agendas

It was approved by the following motion (not an actual resolution).

Upon motion by Council Member Rimbey, seconded by Council Member Boss, and unanimously carried, **RESOLUTION NOS. 4A and 4C-E** were adopted by consent, as follows:

4C. RESOLUTION NO. 162-14(m), approving The Planning Commission Comprehensive Plan Amendment Procedures.

Cheryl A. Mooney
City Clerk
City of Temple Terrace
(813) 506-6442
cmooney@templeterrace.com



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