Planned Development

Meet with Site Plan Review Committee (SPRC)

Contact Laureen Kornel for appointment:
Telephone: (386) 676-3345 or E-mail at
Laureen.Kornel@ormondbeach.org

Submit SPRC application (see separate flowchart)

Submit Planned Development application

Submittal requirements:
1. Application.
2. Required fee.
3. Letter describing the request.
4. Site plan is included as part of application.
5. See Planning Board submittal calendar.

Neighborhood meeting
If abutting residential (see neighborhood meeting document)

Advertising
Applicant responsibility:
*Site posting 14 days prior to Planning Board meeting (see separate document & Section 1-15(f) of LDC).

Re-submit to SPRC as needed to resolve outstanding comments

Planning Board
Criteria: Section 1-15(e) & 2-36 of LDC

Advertising
City staff responsibility:
*Display advertisement in newspaper at least 10 days prior to the Planning Board meeting.
*Abutter letters to property owners within 300' of the site at least 14 days prior to the Planning Board meeting.

City Commission Ordinance, 1st reading
Criteria: Section 1-18(e) & 2-36 of LDC

Denied

Advertising
City staff responsibility:
*Display advertisement in newspaper at least 10 days prior to the first City Commission hearing date.
*Abutter letters to property owners within 300' of the site at least 14 days prior to the City Commission meeting.

City Commission Ordinance, 2nd reading
Criteria: Section 1-18(e) & 2-36 of LDC

Advertising
City staff responsibility:
*Display advertisement in newspaper at least 10 days prior to the second City Commission hearing date.

Ordinance approved or denied

Denied

Appeal to Circuit Court

Approved

Ordinance(s) recorded by City Clerk

Notes:
* Applicant responsible for recording cost of Ordinance

*Use property for Planned Development use

Complete SPRC review

January 2019