



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00216

Planning Board

5/12/2020

TO: Planning Board Members

FROM: Cynthia Cannon, AICP, Assistant Planning Director

DATE: 5/5/2020

SUBJECT:

Modifications to Planning Board Submittal Deadlines LDC Amendments - Sec. 12-2-4, Vacation of Street, Alleys, 12-12-7, License to Use Right of Way, Sec.12-13-2 Variances, and Sec. 12-13-5, Application Deadlines

BACKGROUND:

City staff received a request to amend the twenty-one (21) day deadline for Planning Board applications to a thirty (30) day deadline in the following sections: Sec.12-2-4, Vacation of Street, Alleys, 12-12-7, License to Use Right of Way, Sec.12-13-2 Variances, and Sec. 12-13-5, Application Deadlines. This change will be consistent with the thirty (30) day deadline currently in place for rezonings, subdivisions, and site plan applications.

The twenty-one (21) day deadline does not provide adequate review time for both our external and internal reviewing agencies. Additionally, this can result in applicants not receiving pertinent comments in a timely fashion which can place them at a disadvantage during a Planning Board meeting.

This request has been routed through the various City departments and utility providers and their comments are attached for your review.