



## 2023 Variance Schedule

Month of LDRB	Application Deadline	LDRB Meeting Date	Appeal Expiration
January	Wednesday, December 7, 2022	Thursday, January 19, 2023	January 30, 2023
February	Wednesday, January 11, 2023	Thursday, February 16, 2023	February 27, 2023
March	Wednesday, February 8, 2023	Thursday, March 16, 2023	March 27, 2023
April	Wednesday, March 8, 2023	Thursday, April 20, 2023	May 1, 2023
May	Wednesday, April 12, 2023	Thursday, May 18, 2023	May 29, 2023
June	Wednesday, May 10, 2023	Thursday, June 15, 2023	June 26, 2023
July	Wednesday, June 7, 2023	Thursday, July 20, 2023	July 31, 2023
August	Wednesday, July 12, 2023	Thursday, August 17, 2023	August 28, 2023
September	Wednesday, August 9, 2023	Thursday, September 21, 2023	October 2, 2023
October	Wednesday, September 13, 2023	Thursday, October 19, 2023	October 30, 2023
November	Wednesday, October 11, 2023	Thursday, November 16, 2023	November 27, 2023
December	Wednesday, November 8, 2023	Thursday, December 21, 2023	January 2, 2024

**Meeting Times:** Development Review Committee (DRC), Thursday morning, 10:00 a.m.  
 Land Development Review Board (LDRB), Thursday afternoon, 2:00 p.m.  
 City Council, Tuesday evening, 7:00 p.m.  
*(Call 727-853-1016 to find out when your case is scheduled)*

**Meeting Location:** DRC meets in the Council Chambers 1<sup>st</sup> floor City Hall (until further notice);  
 LDRB/ City Council meet in Council Chambers, 1<sup>st</sup> floor City Hall

**Meeting Attendance:** The applicant or a representative needs to attend all required meetings to present the case and address any comments or concerns. These meetings include DRC, LDRB and City Council (as needed).

**Process:** A pre-application meeting will be held with City Staff to ensure the application is complete. **Cases that are not complete by the application deadline, may not be processed according to the above schedule.** Once deemed complete, the application will be scheduled for review by the DRC. The DRC will approve, approve with conditions, deny or continue the application. Changes may be suggested and additional reviews by the DRC may be necessary. The DRC decision will be forwarded to the LDRB. The LDRB will approve, approve with conditions, deny or continue the application. If the DRC/LDRB decisions are in agreement, the decision made is final. There is a 10-day appeal period after the LDRB decision. If the DRC and LDRB decisions are not in agreement, the case will be forwarded to City Council for final determination. Sign variances that exceed five feet in setback or height or five square feet in area will be reviewed by City Council (not LDRB). The process will be determined by the Development staff.

**Quasi-Judicial Proceedings:** The hearing process to review this application is considered quasi-judicial and operates much like a court of law. The LDRB and City Council members act in a similar capacity as a judge and must govern themselves in accordance with the basics of due process in making decisions. Contact with any of these members about the application should be avoided. Decisions will be made based on evidence and testimony that is presented at scheduled public hearings and not on information gathered outside of these hearings.