SITE PLAN REVIEW PROCESS

Application Use Categories:

Commercial, Industrial, Agricultural Facilities and Multi-Family

1. CONSULT WITH COMMUNITY DEVELOPMENT STAFF (CDD)

Staff reviews zoning and other issues that may affect your property. Staff will answer questions to assist you in completing the Site Plan application.

2. SUBMIT APPLICATION

(with applicable fees)

3. STAFF PERFORMS APPLICATION COMPLETENESS CHECK

Applicant may be contacted for more information or to make revisions to the application.

4. INTERDEPARMENTAL REVIEW (IDR)

CDD staff organizes IDR meeting with Police, Fire, Engineering, Building Departments and Applicant.

5. ONCE APPLICATION IS DEEMED COMPLETE

A public hearing is scheduled before the Planning Board (30-45 day timeframe from application submission to public hearing date).

6. PLANNING BOARD PUBLIC HEARING

- Application acceptance by Planning Board.
- Site Plan approved with conditions or denied.
- At completion of 30-day appeal period from date of approval, Planning Board endorses Site Plan and Development Agreement.
- After endorsement of Site Plan and Development Agreement, both documents are recorded at the Hillsborough County Registry of Deeds (HCRD).