



ZONING MEMORANDUM

June 4, 2025

Prepared for
Town of Howey-in-the-Hills
Attn: Sean O'Keefe, Town Manager



Comprehensive Plan Evaluation and Appraisal Report Amendments

Requested Action: Adopt Ordinance 2025-003, amending the Howey-in-the-Hills Comprehensive Plan.

Periodically, local governments are required by the State of Florida, through oversight from the Florida Commerce Department (Department), to review their comprehensive plans to ensure the plan is consistent with State and regional plans, as well as any updates that may be required by the local government. This process is called the Evaluation and Appraisal Report (EAR).

In August 2024, the Town notified the Department that the Comprehensive Plan will be amended based on the EAR. The Department acknowledged receipt of the Town's letter and advised that the Town would need to complete the EAR amendments by August 28, 2025. A copy of this communication is included with the agenda packet.

The amendments are provided for the 12 Elements of the Comprehensive Plan in strike-through and underline format. A summary table of amendments is provided for each Element as well, for ease of reading. For this meeting, the EAR amendments are provided as an information item to provide additional review time due to the size of the document.

The Town Attorney prepared Ordinance 2025-003 for adoption of the proposed amendments and staff recommends approval of the transmittal of Ordinance 2025-003 to the Department. At their May 29, 2025 public hearing, the Planning and Zoning Board unanimously recommended approval.

Motion Examples

1. Approve transmittal of Ordinance 2025-003 to the Florida Commerce Department.
2. Approve transmittal of Ordinance 2025-003 to the Florida Commerce Department with the following amendments [provide specific amendments to include].