

LDR 25-02
Ord. 2026-2346

ADMINISTRATIVE APPROVAL PROCESS

Introduction

- An administrative approval process is used for site plans and affordable housing projects, granting the Land Development Regulations Administrator the authority to approve, approve with conditions, or deny an application.

Affordable Housing Initiatives

- Certain affordable housing initiatives like the Live Local Act allow developers to receive administrative approval;
- SB 1730 clarifies the administrative approval process by amending paragraph 7(e) to call out that proposed development under the Live Local Act are to be approved administratively without any action by either the local legislative body or any quasi-judicial reviewing body;
- The YIGBY, Yes in God's Backyard, bill allows religious organizations to build affordable housing on their property or property that is contiguous to their property. These developments are to be reviewed and approved administratively.

Site Plans

- **WHY IS THIS IMPORTANT TO LAKE CITY-** Numerous jurisdictions have an administrative approval process for site plans. For example, Columbia County currently has a minor site plan process.
- **Jurisdictions with an administrative process-**
 - Columbia County-10,000 square feet or less of building.
 - Live Oak- 20,000 square feet or less of building.
 - Ocala and Gainesville- All commercial and industrial.
- **Benefits**
 - Allows for an expedited process. No public hearing is required therefore no advertising timelines.
 - Reduces cost.
 - Reduces administrative burden and increase staff efficiency.



Staff Recommendation

- Staff's recommendation is to approve Ordinance 2026-2346.



QUESTIONS
