Town of Lake Park Town Commission

Agenda Request Form

Meeting Date:	November 4, 2026
Originating Department:	Community Development Department
Agenda Title:	Ordinance 09-2026 – Amendment - Town of Lake Park Code of Ordinances – Chapter 67 – Article II - Platting, Conceptual Plan and Development Plan - Section 67-37. - Development Plan Review; General Procedures – 2nd Reading

Agenda Category (i.e., Consent, New Business, etc.)**:** **Ordinance on 2nd Reading**

Approved by Town Manager: _____ **Date:** _____

Cost of Item:	Legal Review/Legal Ad	**Funding Source:**	Legal/Advertising
Account Number:	#108/#500-34920	**Finance Signature:**	*Barbara Gould*
Advertised: **Date:**	September 25, 2026	**Newspaper:**	Palm Beach Post

Attachments: Ordinance; Staff Report; Legal Ad; BIE; SB 1080; FSS 166.033

Please initial one:

AV Yes I have notified everyone

_____ Not applicable in this case

Summary Explanation/Background:

The Community Development Department is requesting the Town Commission to consider a proposed Ordinance to amend the Town's Land Development Regulations (LDR's) to ensure that the Town is in compliance with state law. Specifically, Senate Bill 1080 (2025) – Florida Statute 166.033, which was signed by the Governor and is now state law, requires the Town to ensure the following (not an inclusive list):

→ Town staff must complete a sufficiency review of an application for development permits and orders and provide comments within 5 business days of receipt of application (to determine

completeness)

- → If an application for development permits and orders is determined to be incomplete, the Town maintains 30 days to request additional information from the applicant regarding the proposed project. The applicant is then required to provide the requested information within 30 days of the Town's request
- → Once the application for development permits and orders has been deemed complete, Town staff will then be required to review the proposed project to ensure that it is compliant with all applicable codes. During this process, the Town may request additional information from the applicant that will be required to be submitted to the Town within 30 days. If the information is not received and/or the Town and the applicant do not agree to an extension of time, the proposed application shall be deemed withdrawn
- → Applications (that have been deemed complete and have been reviewed to ensure compliance with all applicable codes) that require action by the Town Commission and/or Town Boards/Committees (i.e., quasi-judicial or public hearing) must be either Approved, Approved with Conditions or Denied within 180 days from the date the application is deemed complete
- → Applications (that have been deemed complete and have been reviewed to ensure compliance with all applicable codes) that do not require action by the Town Commission and/or Town Boards/Committees (Administrative determination only) must be either Approved, Approved with Conditions or Denied within 120 days from the date the application is deemed complete
- → The review timeframes shall restart when a substantive change (15% or more increase in proposed density, intensity or square footage) to the application is requested by the applicant.
- → Provides various refund options if the prescribed development review timeframes are not met the Town. If the applicant does not meet the timeframes outlined, a refund is not required by the Town

Note: The proposed new state law and subsequent proposed LDR amendments are expected to condense the development and permit approval process; however, the Town Commission, Town Boards/Committees and staff may expect to issue/provide a higher number of Approvals with Conditions or Denial of applications (if applicants fail to comply with the required timeframes) as a result of these new state approved requirements for local governments.

The proposed Ordinance (and amendments) was prepared by the Principal Planner and reviewed by the Community Development Director and the Town Attorney.

The proposed Ordinance was considered by the Town's Planning and Zoning Board during their meeting on October 5, 2026 and was approved unanimously without changes.

The proposed Ordinance was approved on 1st reading on October 7, 2026 and is being presented to the Town Commission for consideration on 2nd and Final Reading.

Note: The proposed Ordinance has been properly advertised in accordance with state law (copy of legal ad is enclosed).

Recommended Motion:

I move to approve Ordinance 09-2026 on 2nd and final reading and amend the Town of Lake Park Code of Ordinances – Chapter 67 – Article II - Platting, Conceptual Plan and Development Plan - Section 67-37. - Development Plan Review; General Procedures.