



Levy County Board of County Commissioners Agenda Item Summary Form

1. **Name and Title:** Tara Howell, Planning and Zoning Director
2. **Department:** Planning and Zoning
3. **Meeting Date:** Tuesday, May 6, 2025

4. **Requested Action:**

Requesting the Levy County Board of County Commissioners' approval of Task Assignment 2025-1 with JBPRO JBrown Professional Group Inc. to provide engineering review of Development (Site) Plans and Subdivision Plats as needed.

5. **Cost & Funding Source:**

Development review fees paid by applicants.

6. **Justification of Request:**

The Levy County Planning and Zoning department is currently understaffed and receiving a high volume of applications. Task Assignment 2025-1 will provide application reviews in a timely manner for engineering review of non-residential site and development applications, plat applications and other application types requiring engineering review.