



Land Development Process Departments & Divisions

Community, Environmental & Development Services

- Building Safety
- Code Enforcement
- Environmental Protection
- Fiscal & Operational Support
- Parks and Recreation
- Planning
- Transportation Planning
- Zoning

County Attorney's Office

Family Services

- Neighborhood Preservation & Revitalization

Fire Rescue

- Office of the Fire Marshal

Office of Accountability

- 911 Communications

Public Works

- Development Review
- Public Works Engineering
- Stormwater Management
- Traffic Engineering
- Roads & Drainage

Utilities

- Utilities Customer Service
- Utilities Engineering

Administrative Services

- Real Estate Management

Orange County Health Department

Orange County Property Appraiser

Orange County Public Schools



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1. Overview of the Land Development Process

Rezoning

R1. Conventional Rezoning Process

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- D1. Preliminary Subdivision Plan (PSP) Review Process
- D2. Planned Development (PD/LUP) Rezoning Process
- D3. PD Development Plan Review Process
- D4. Change Determination Review Process
- D5. PD Land Use Plan (LUP) Amendment Process
- D6. Septic Tank Variance Process
- D7. Management of Appeals to the DRC
- D8. Development Order Amendment Review Process

Plan Review

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- N2. Engineering Construction Plan Review Process (2)

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T1. Subdivision Plat Approval Process

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- L2. Earthwork Permit Review Process
- L3. Timber Harvesting Permit Review Process
- L4. Developed Property Tree Removal Permit Process
- L5. Undeveloped Property Tree Removal Permit Process
- L6. Land Use Permit Process
- L7. Land Use Permit Process Tenant Change Only

Structure Permitting

- P1. Commercial Plan Review Process
- P2. Residential Plan Review Process
- P3. Use Permit Review Process
- P4. Tent Permit Review Process
- P5. Demolition Permit Process
- P6. Flood Plain Permit Process
- P7. Billboard Permit Process
- P8. Pre-Power Application Process
- P9. Temporary Certificate of Occupancy Process
- P10. Construction Trailer Building Permit Process



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- Z3. Lot Split Review Process

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- E2. Conservation Area Impact
- E3. Boat Ramp Permit
- E4. Dock Permit
- E5. Dock Permit by Variance or Waiver
- E6. Shoreline Alteration/Dredge & Fill
- E7. Lakeshore Vegetation Removal
- E8. Conservation Area Authorization Process
- E9. Environmental Protection Commission Process
- E10. Petition of Binding Determination

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- Y1. Concurrency Management Process
- Y2. Deminimus Process
- Y3. Capacity Encumbrance Process
- Y4. Capacity Reservation Certificate Process
- Y5. Capacity Bank Management Process
- Y6. Capacity Information Letter
- Y7. Concurrency Vested Rights Process
- Y8. School Agreement Process
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Impact Fees

- 11. Residential Impact Fee Determination
- 12. Commercial Impact Fee Determination
- 13. Impact Fee Committee Management
- 14. Transportation Credit Account
- 15. School Credit Account
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- C1. Comprehensive Plan (CP) Regular Cycle
- C2. Comprehensive Plan (CP) Expedited Regular Cycle
- C3. Comprehensive Plan (CP) Small Scale
- C4. Consistency Vested Rights Determination for the CP
- C5. Capital Improvement Element Management

School Capacity

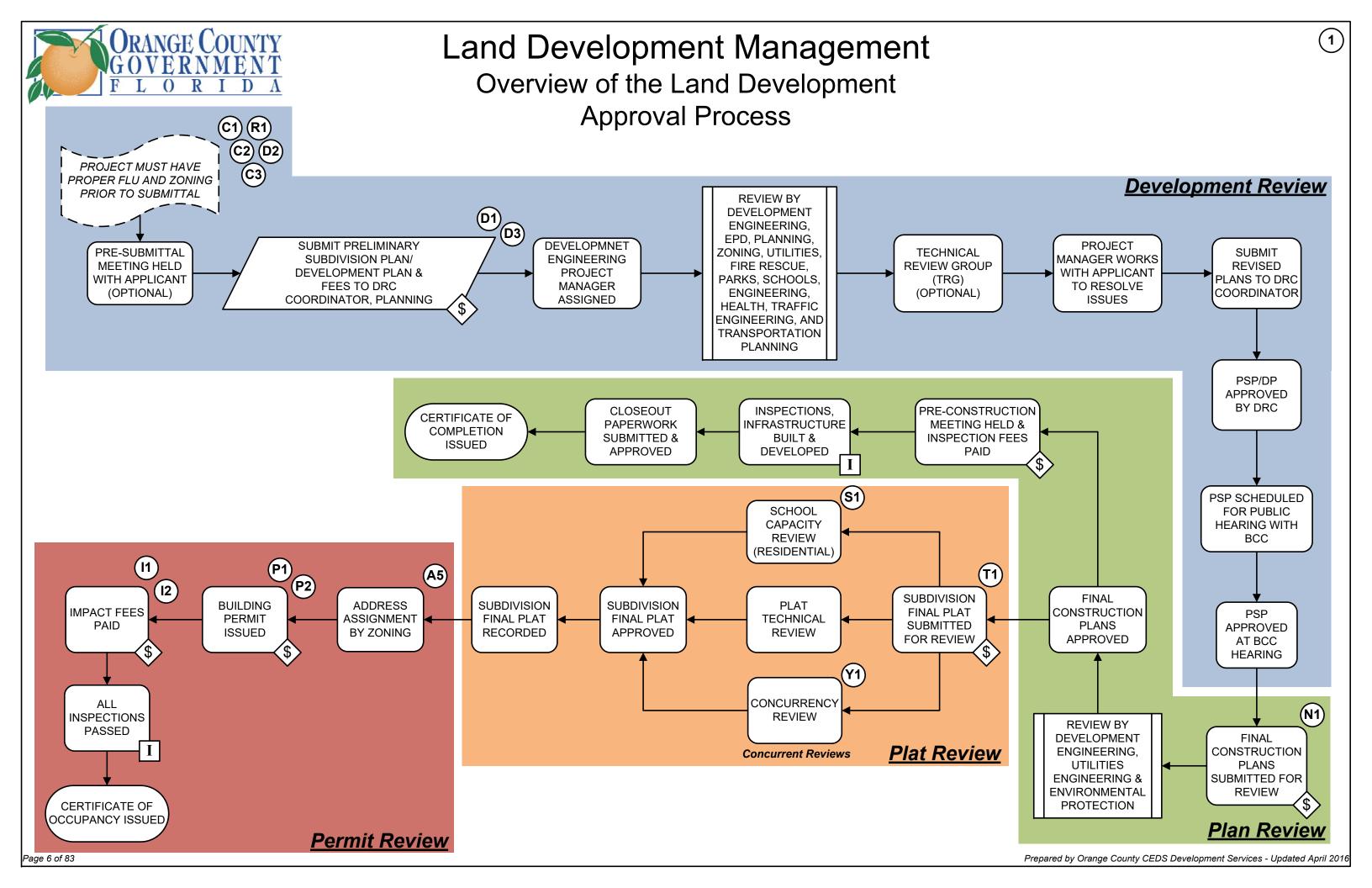
S1. Capacity Enhancement Agreement

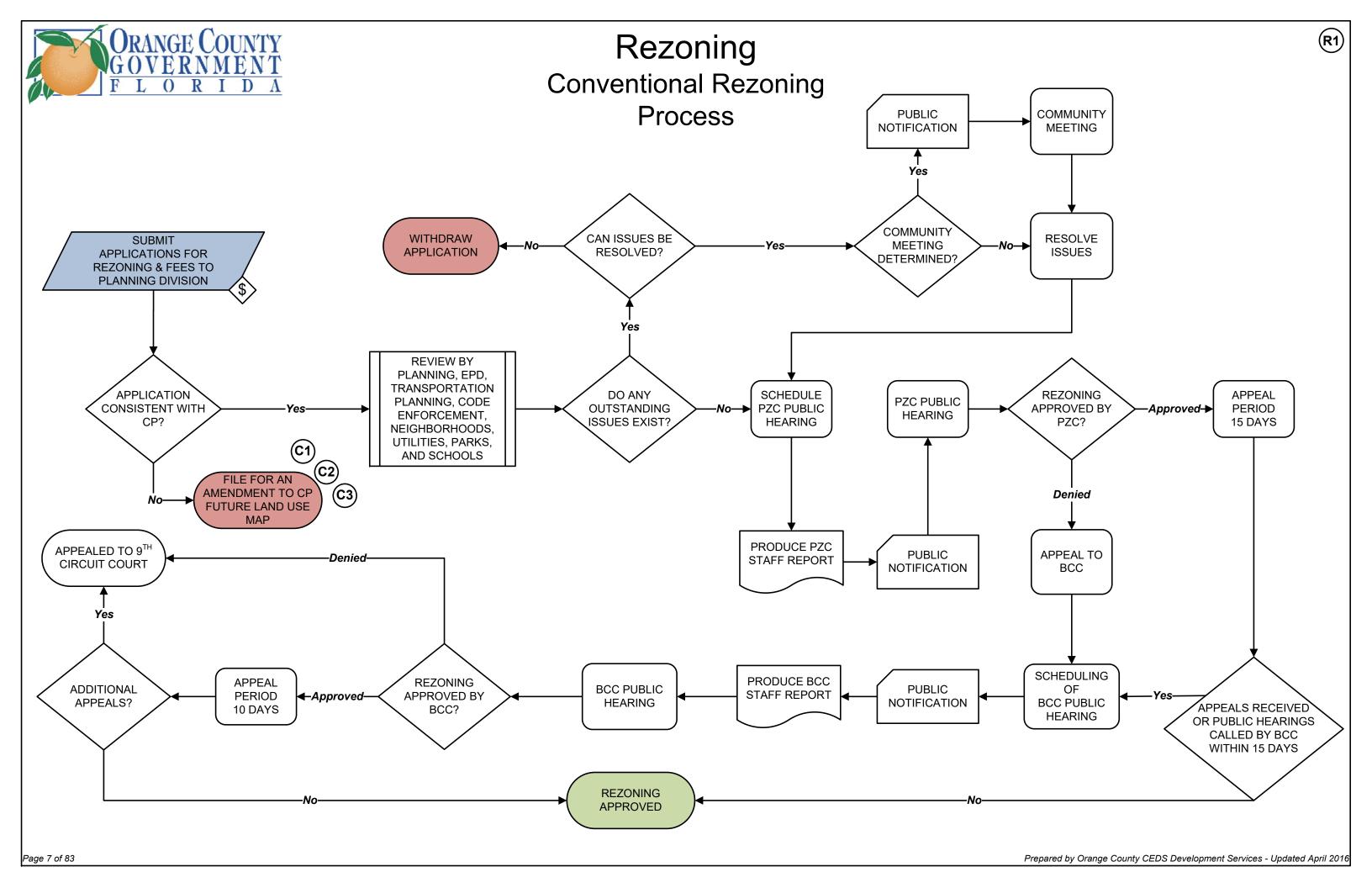
Vacations

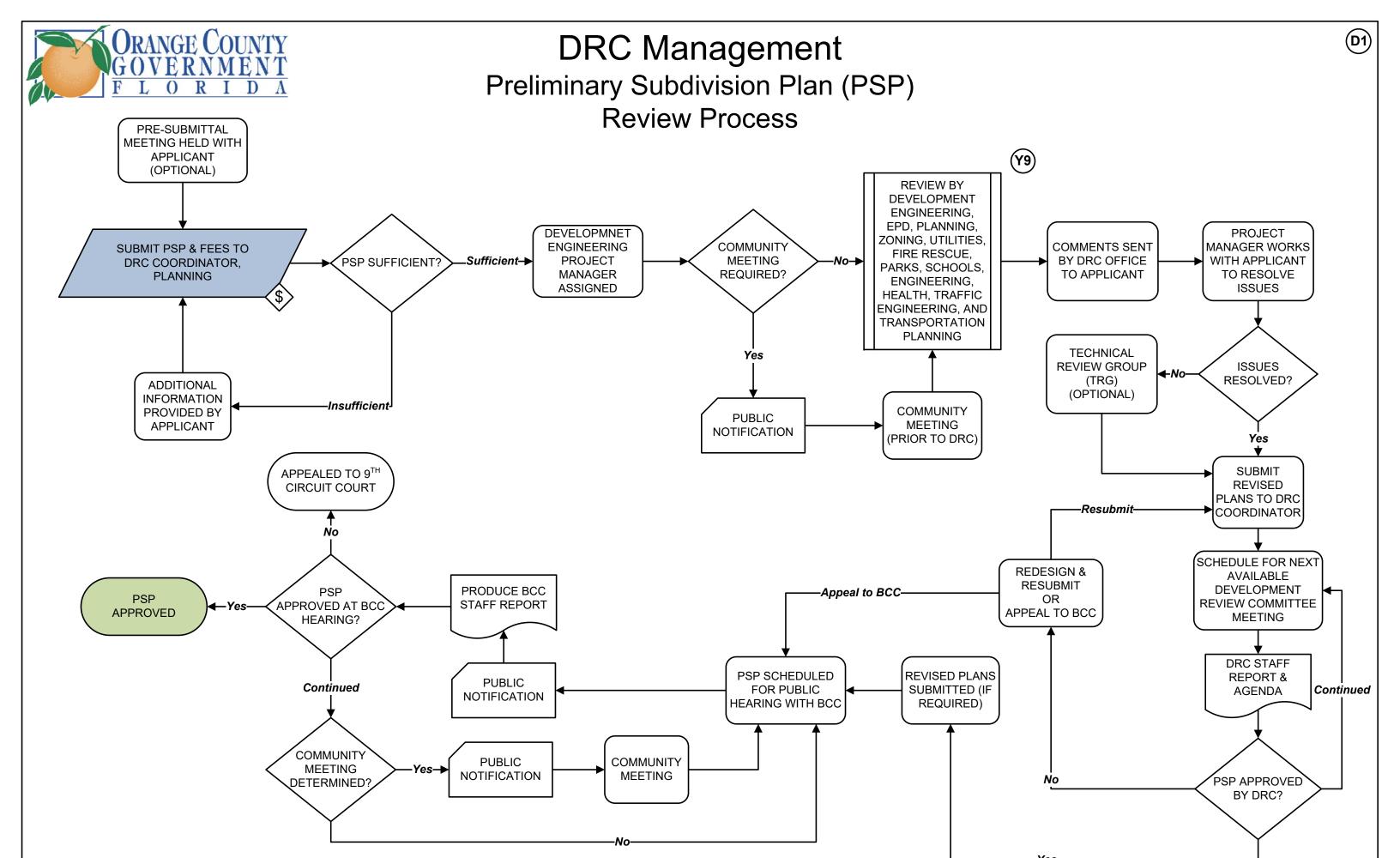
V1. Petition to Vacate

Address Management

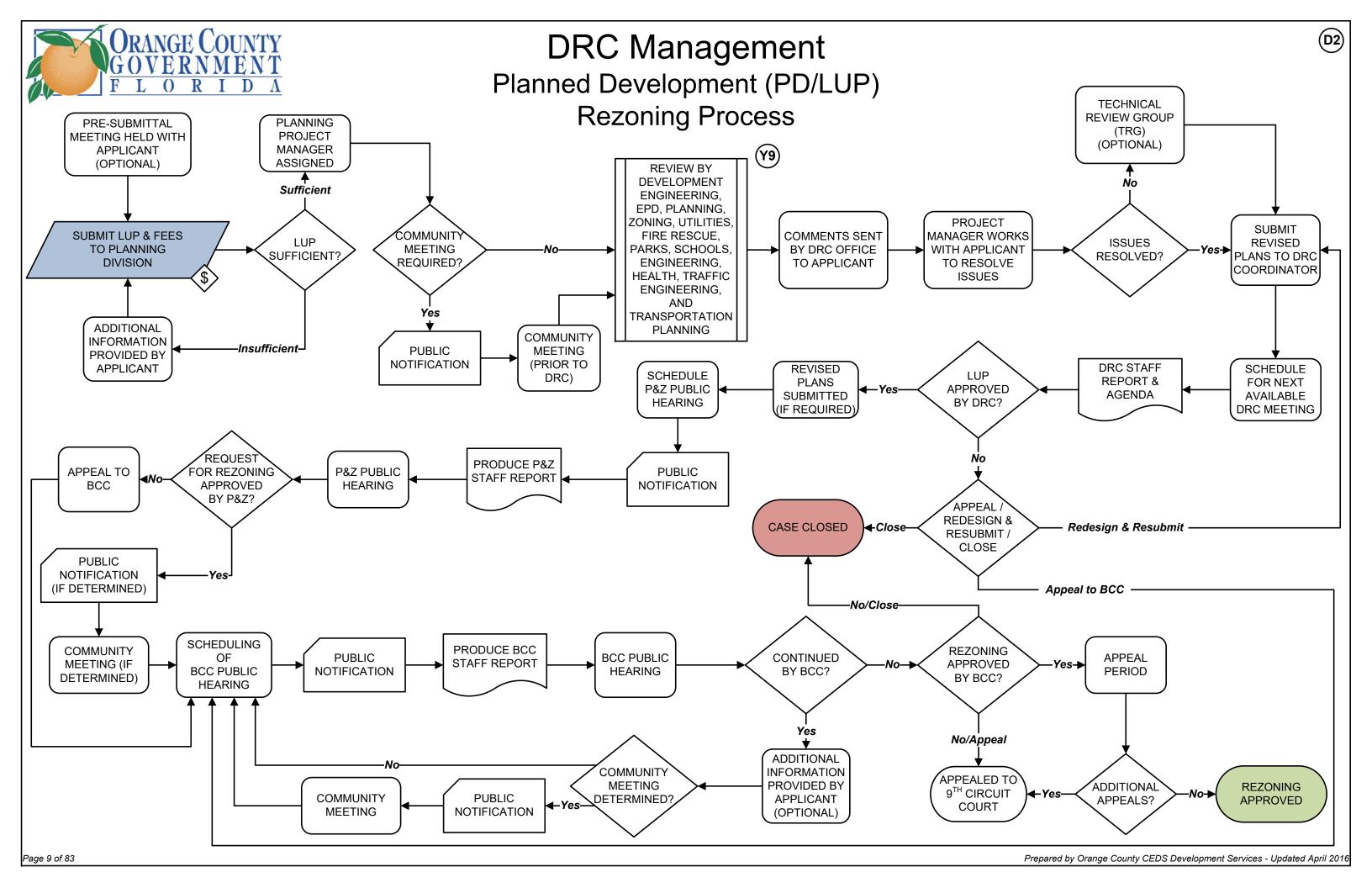
- A1. Address Management Process Flow
- A2. Individual Address Assignment
- A3. Model Home Assignment
- A4. Commercial Address Assignment
- A5. Plat Address Assignment
- A6. Street Name Petition
- A7. Reserved Street Name

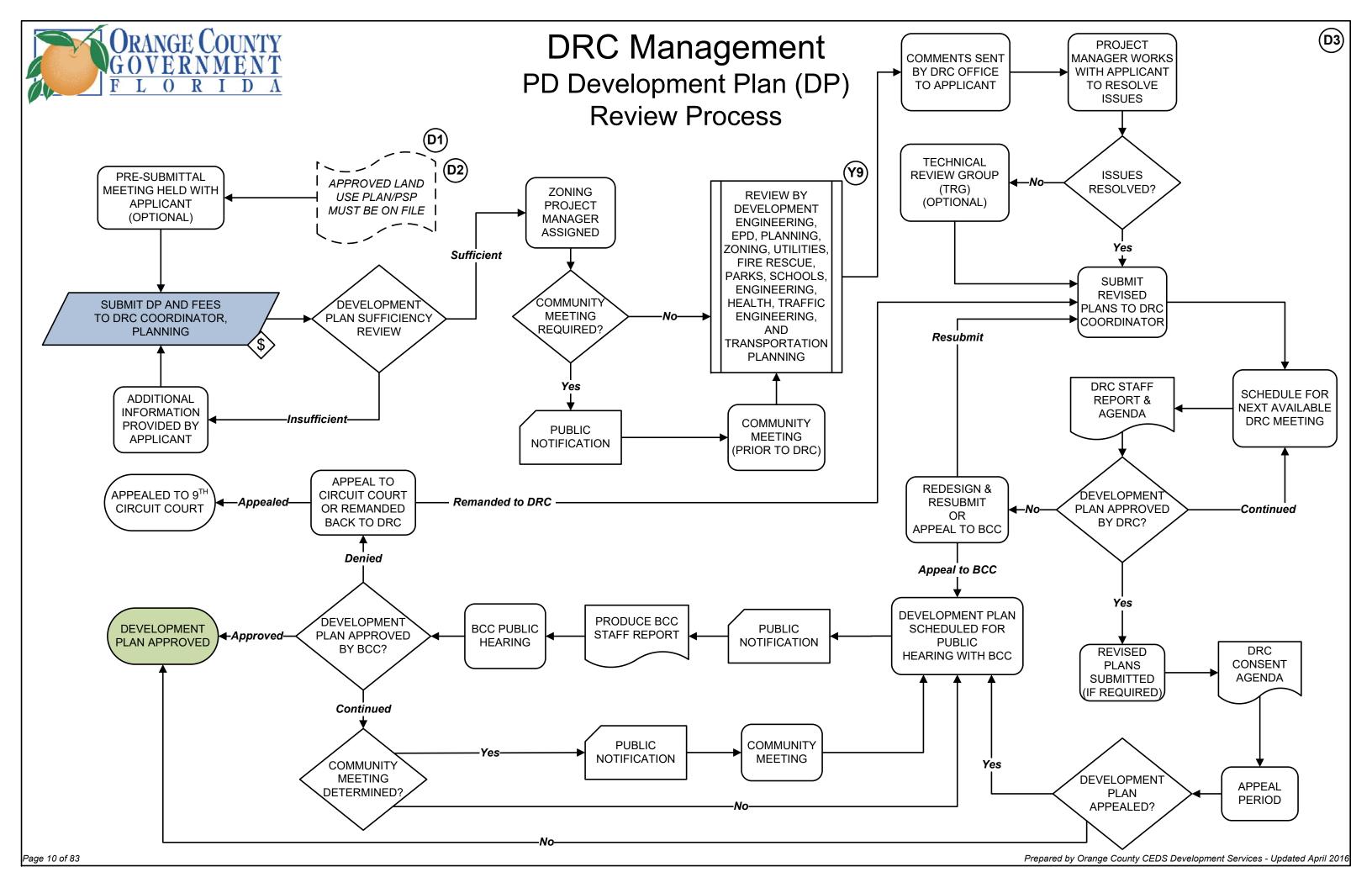






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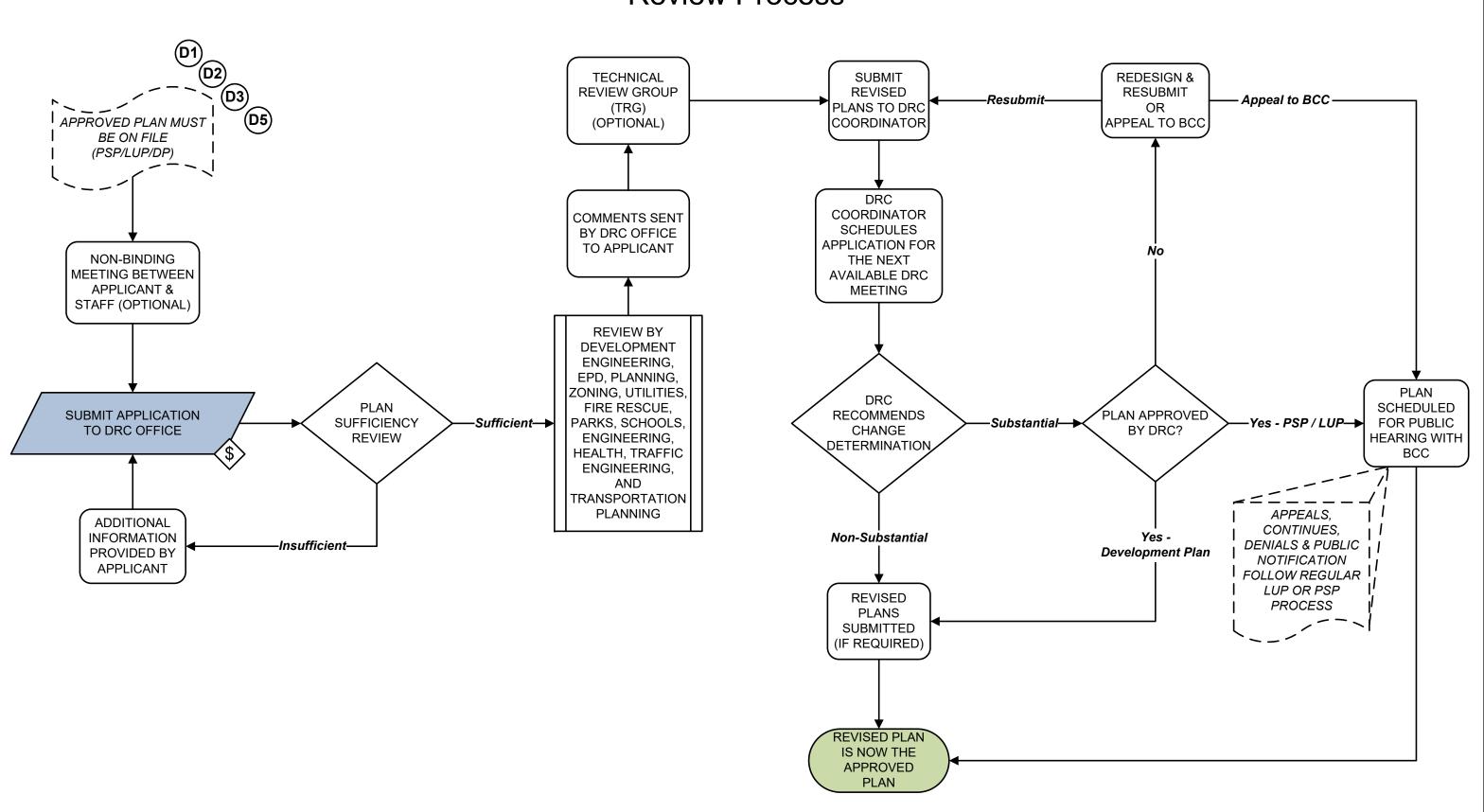






DRC Management





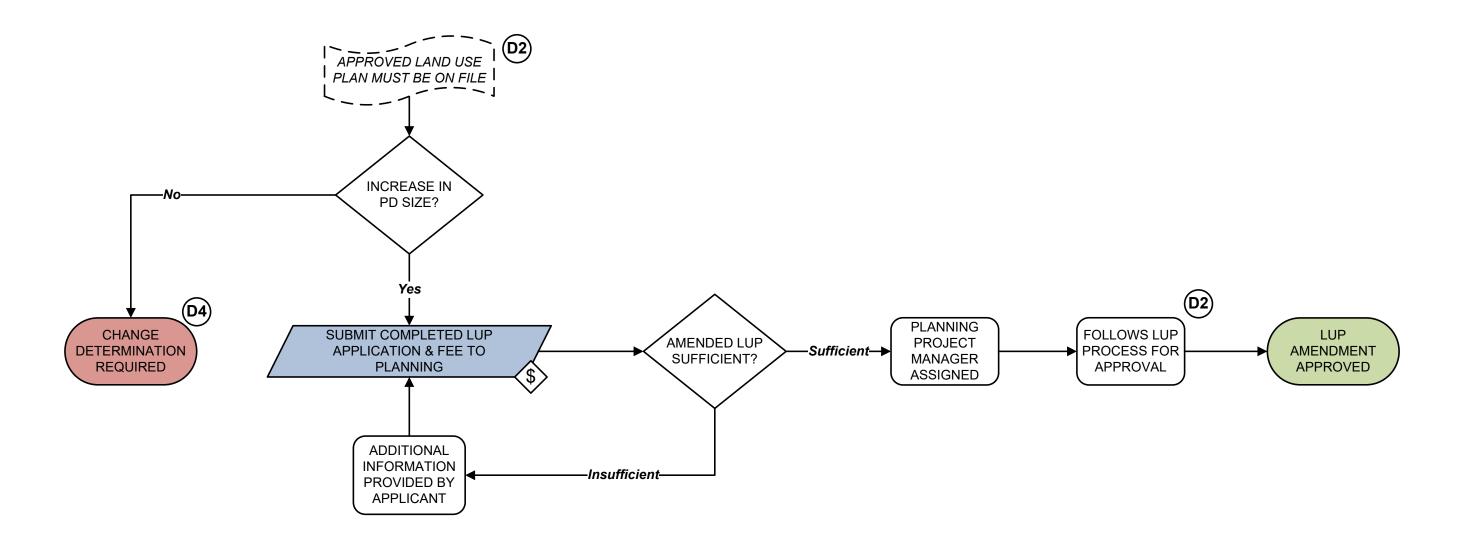
(D4)



DRC Management

D5

PD Land Use Plan Amendment (LUPA) Process

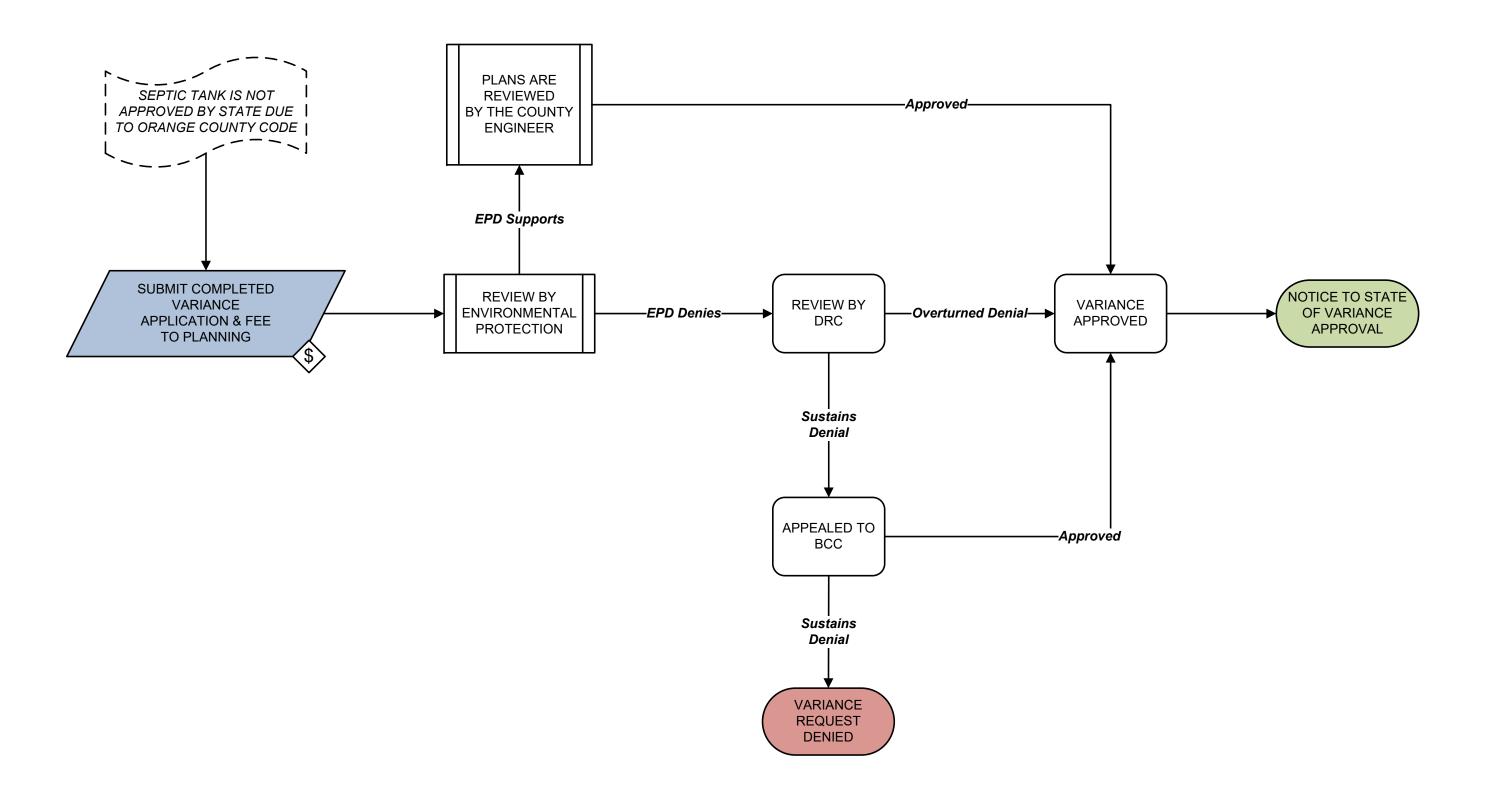


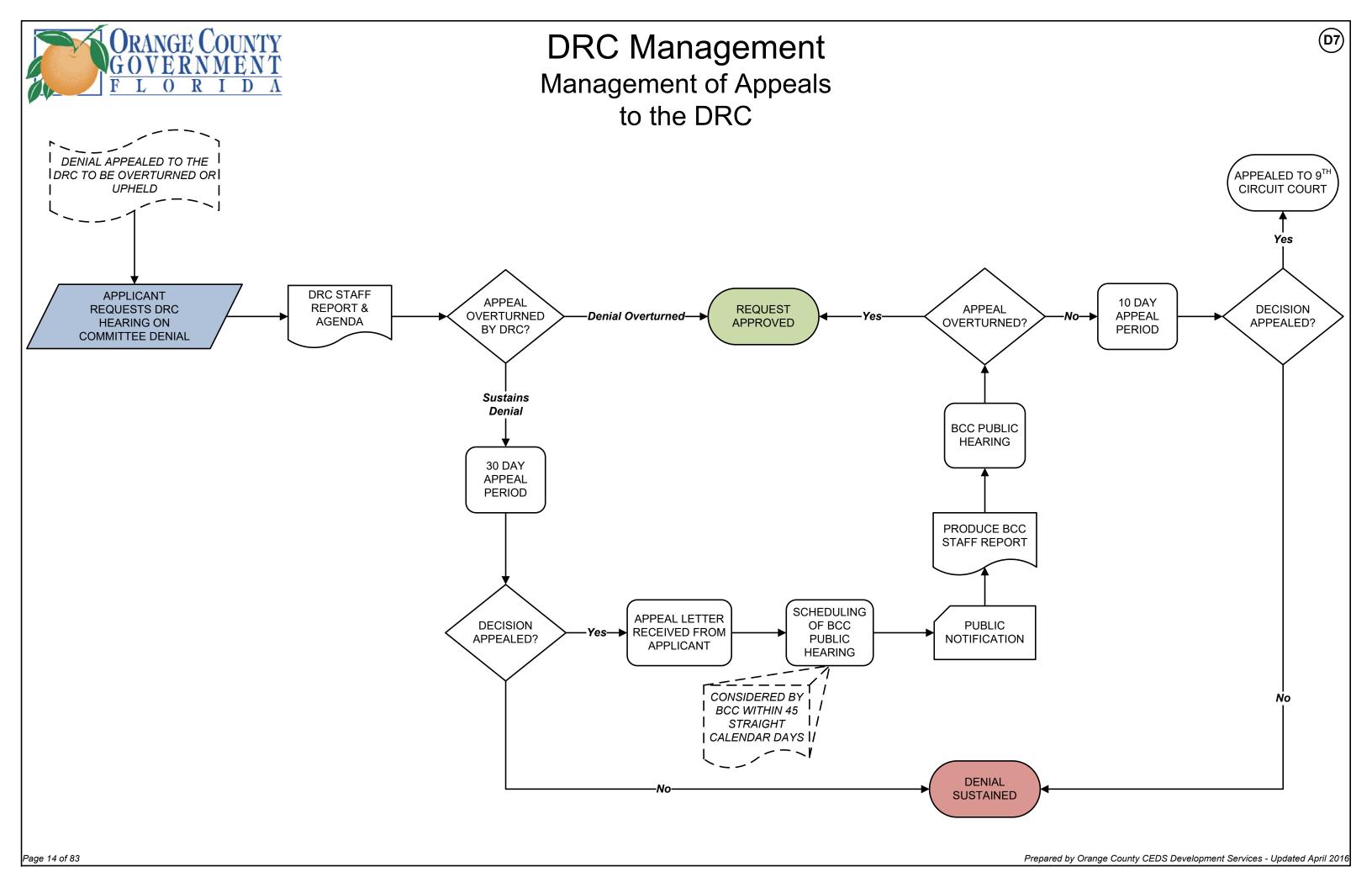


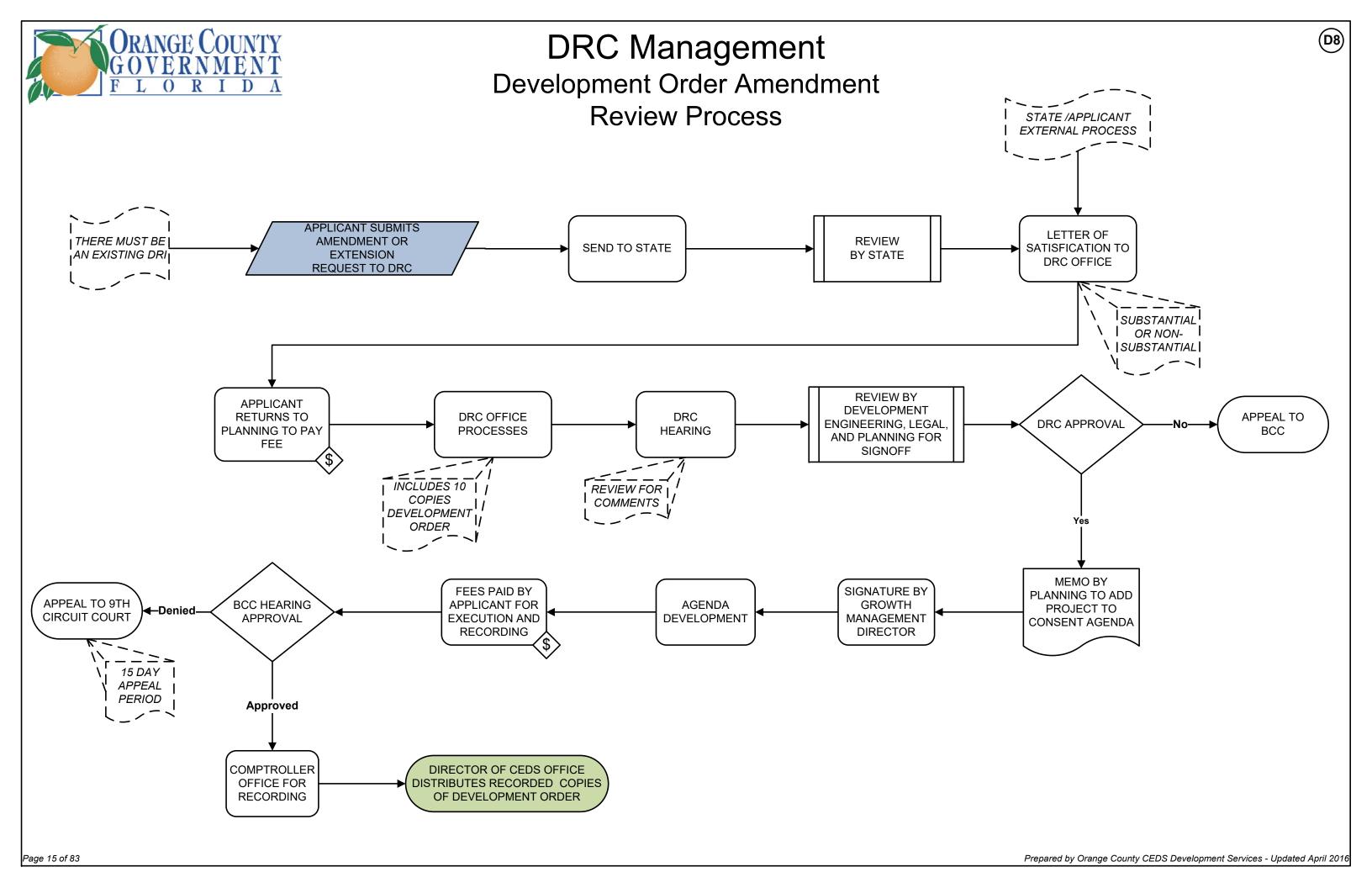
DRC Management

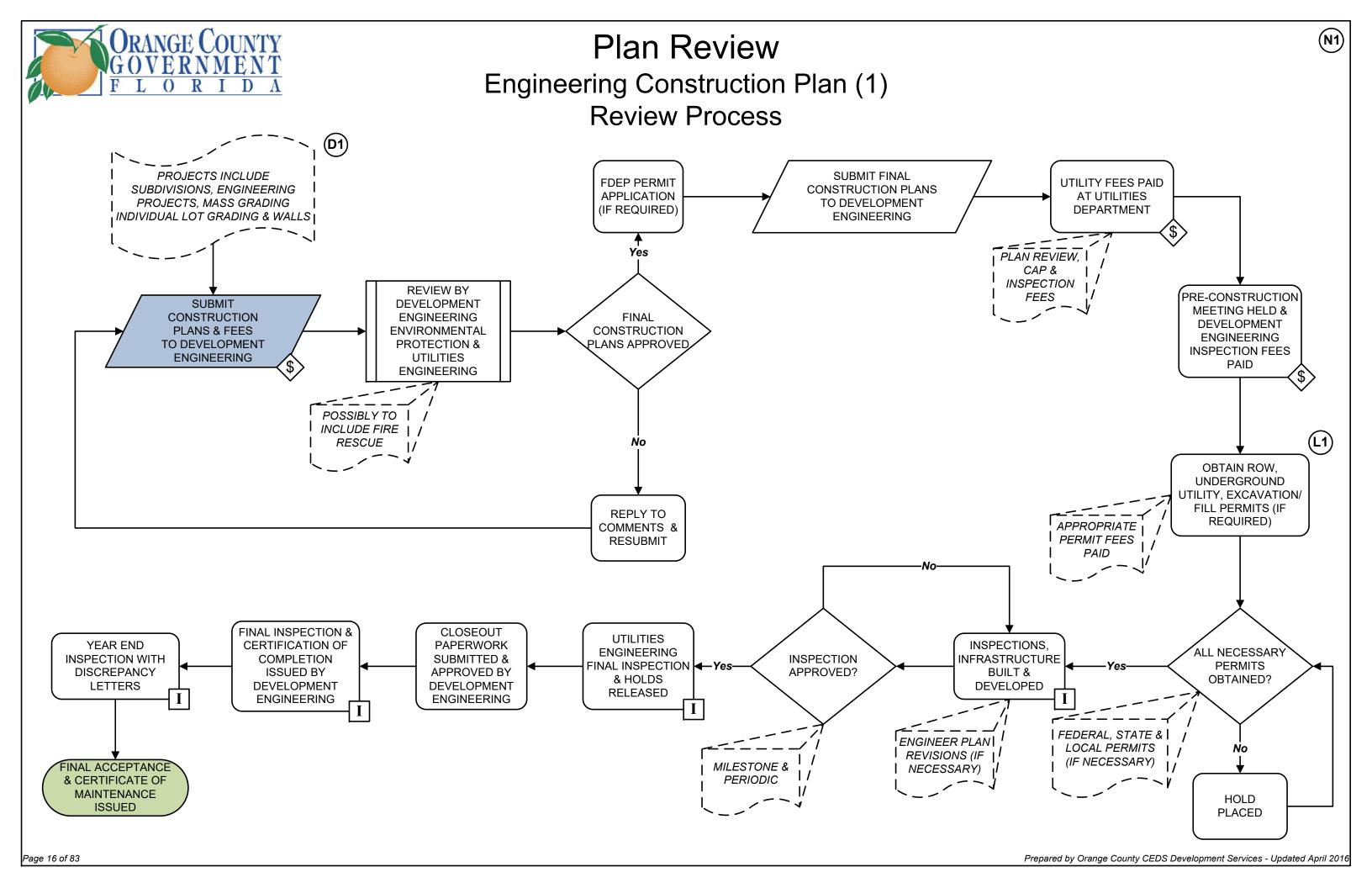
Septic Tank Variance Process

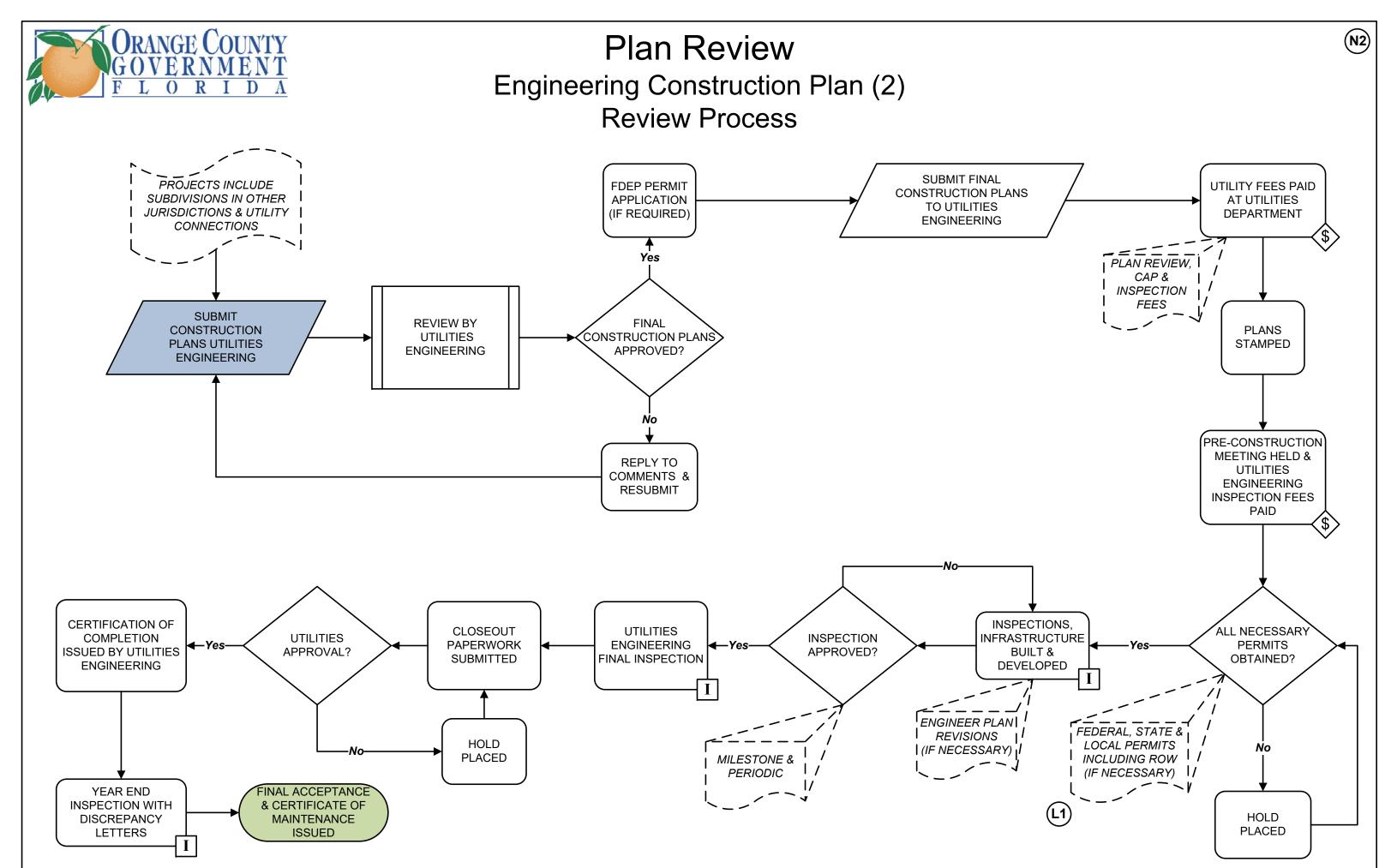












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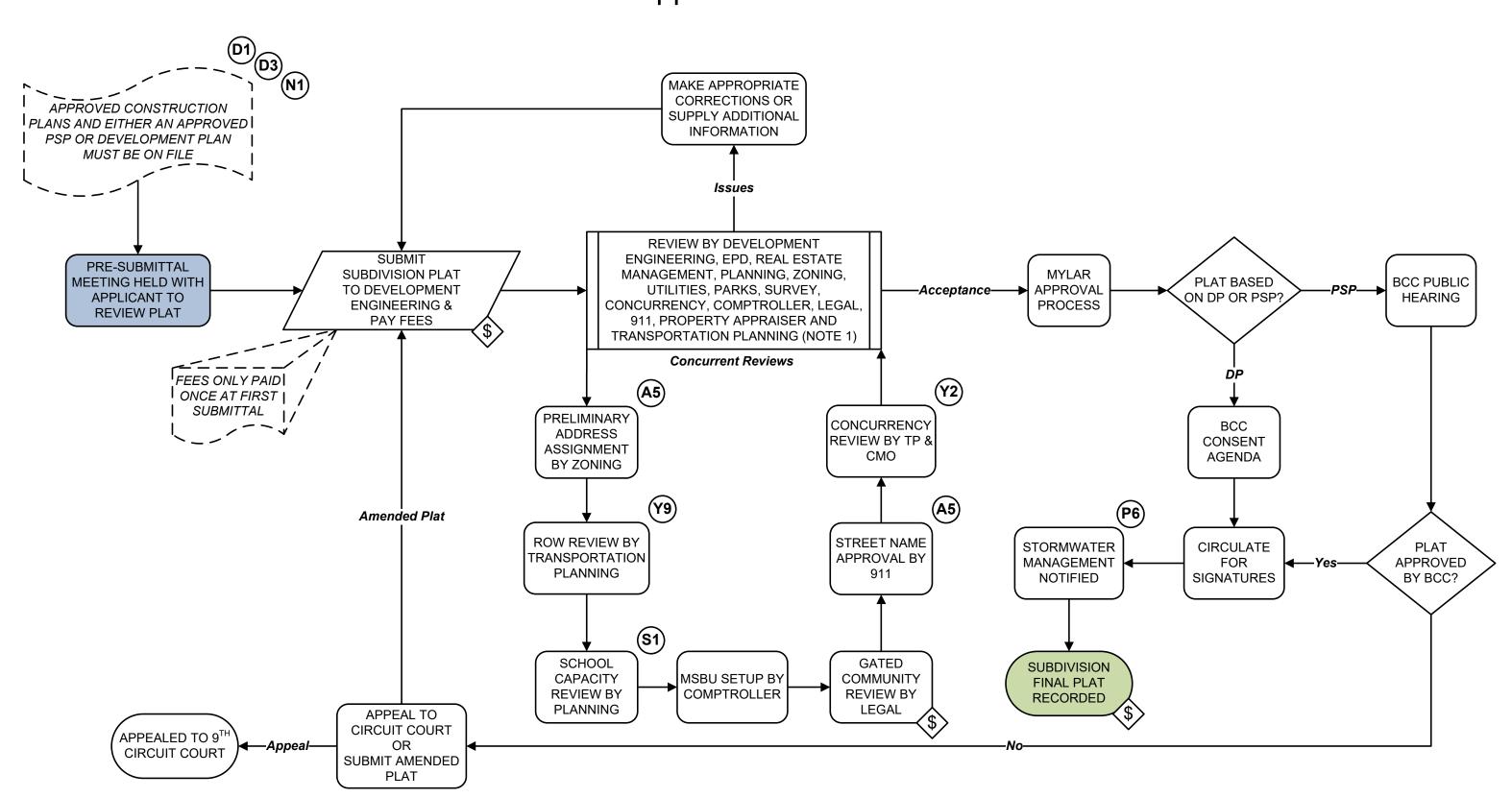


Plat Review Subdivision Plat Approval Process

NOTE 1: A CHANGE IN SUBDIVISION CONSTRUCTION PLANS, A CHANGE DETERMINATION TO A PSP, OR A REVISED DEVELOPMENT PLAN MAY STOP THE PLAT REVIEW PROCESS UNTIL THE CHANGE IS APPROVED OR DENIED.

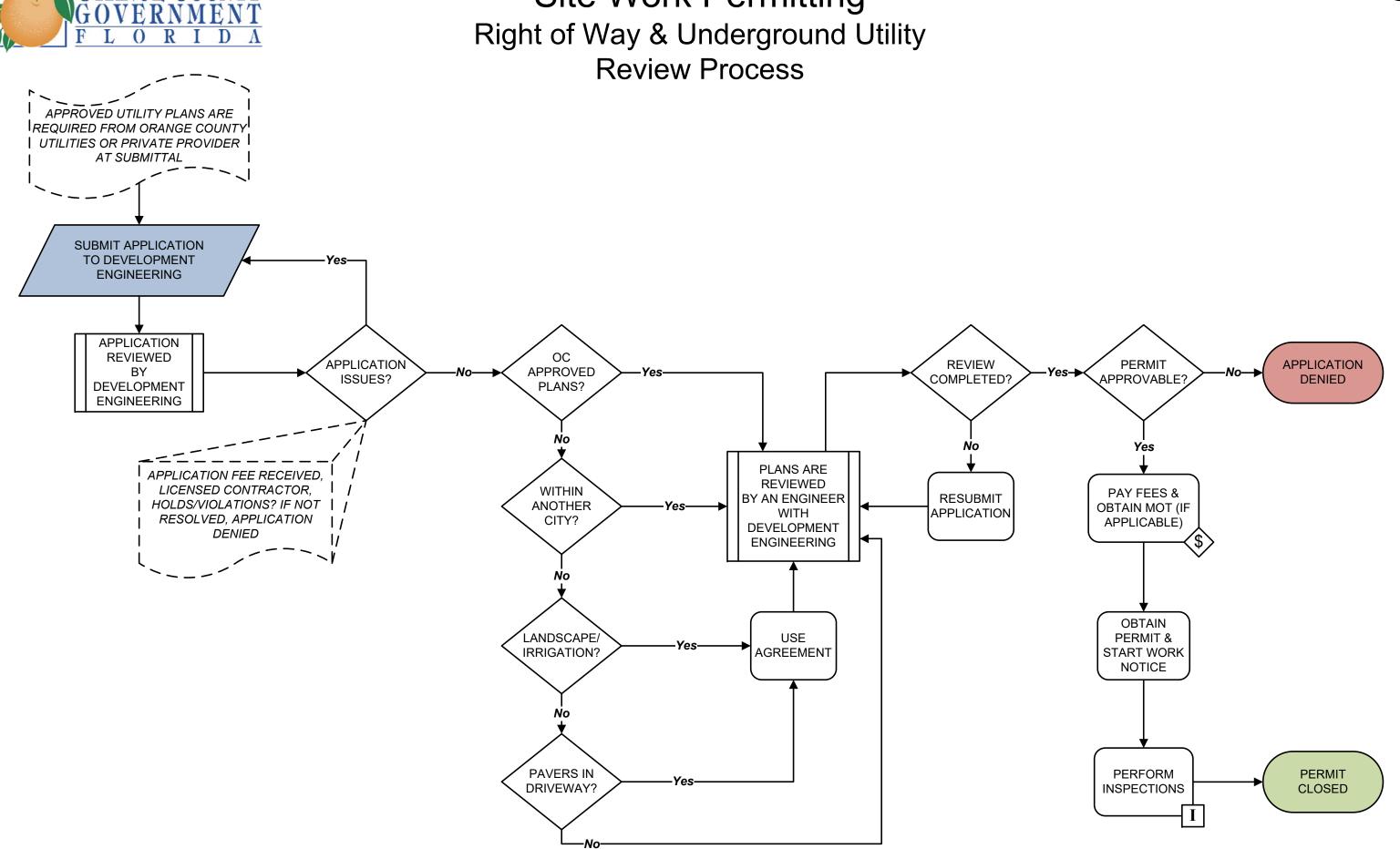
(T1)

REVIEW CYCLES CONTINUE UNTIL PLAT IS APPROVED, WITHDRAWN OR CLOSED OUT AFTER A PERIOD OF INACTIVITY.

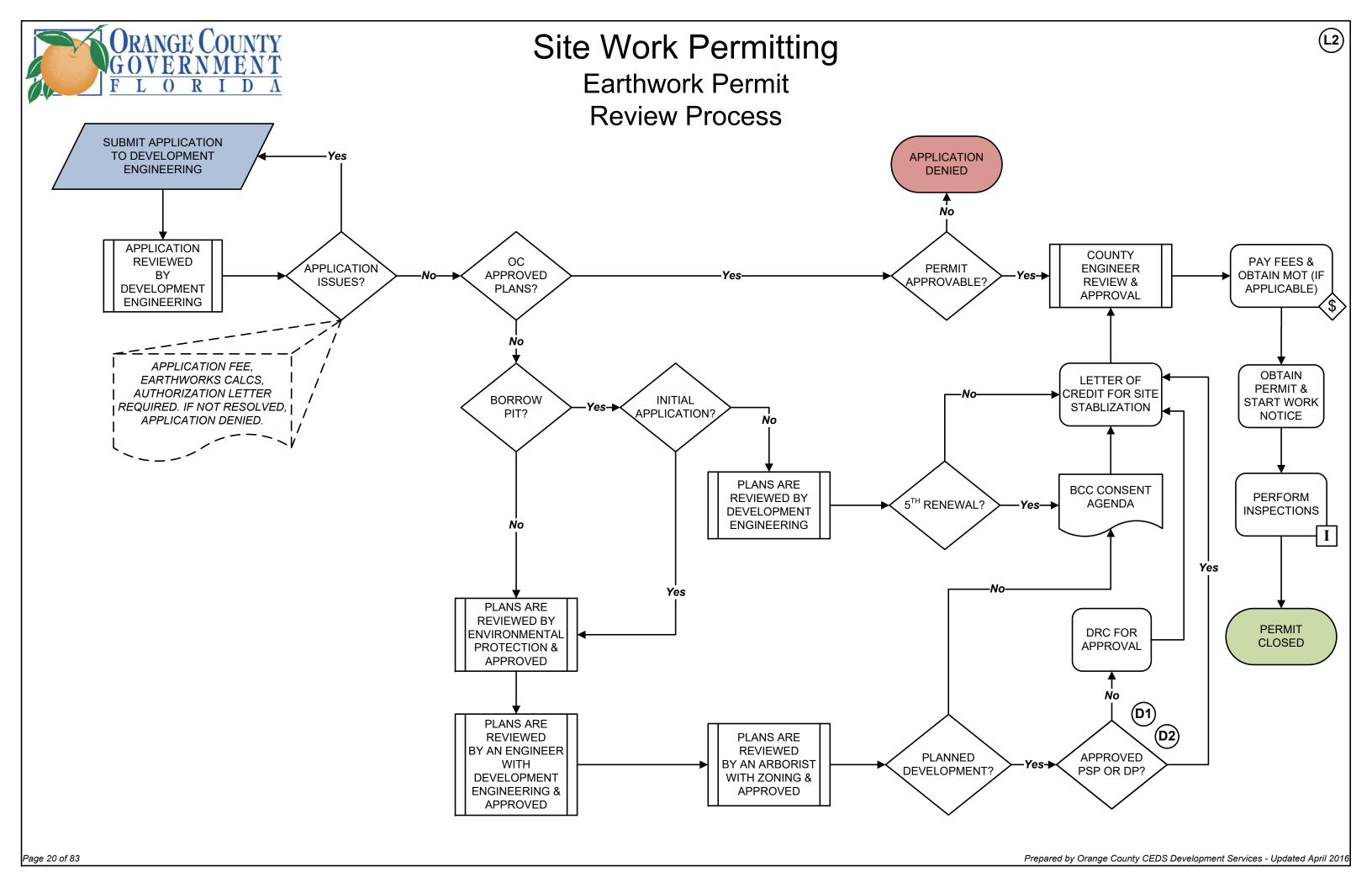




Site Work Permitting



(L1)

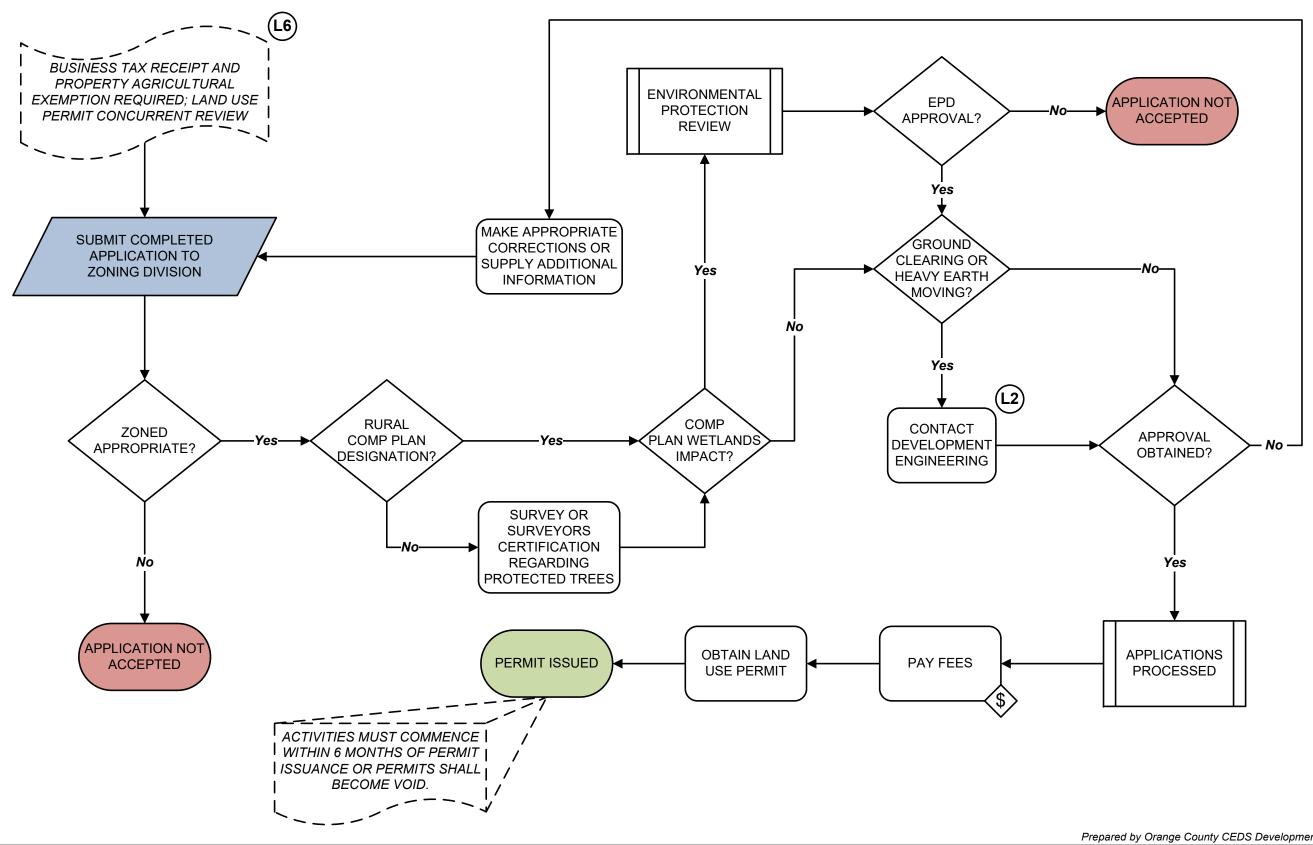




Site Work Permitting **Timber Harvesting Permit**

(L3)

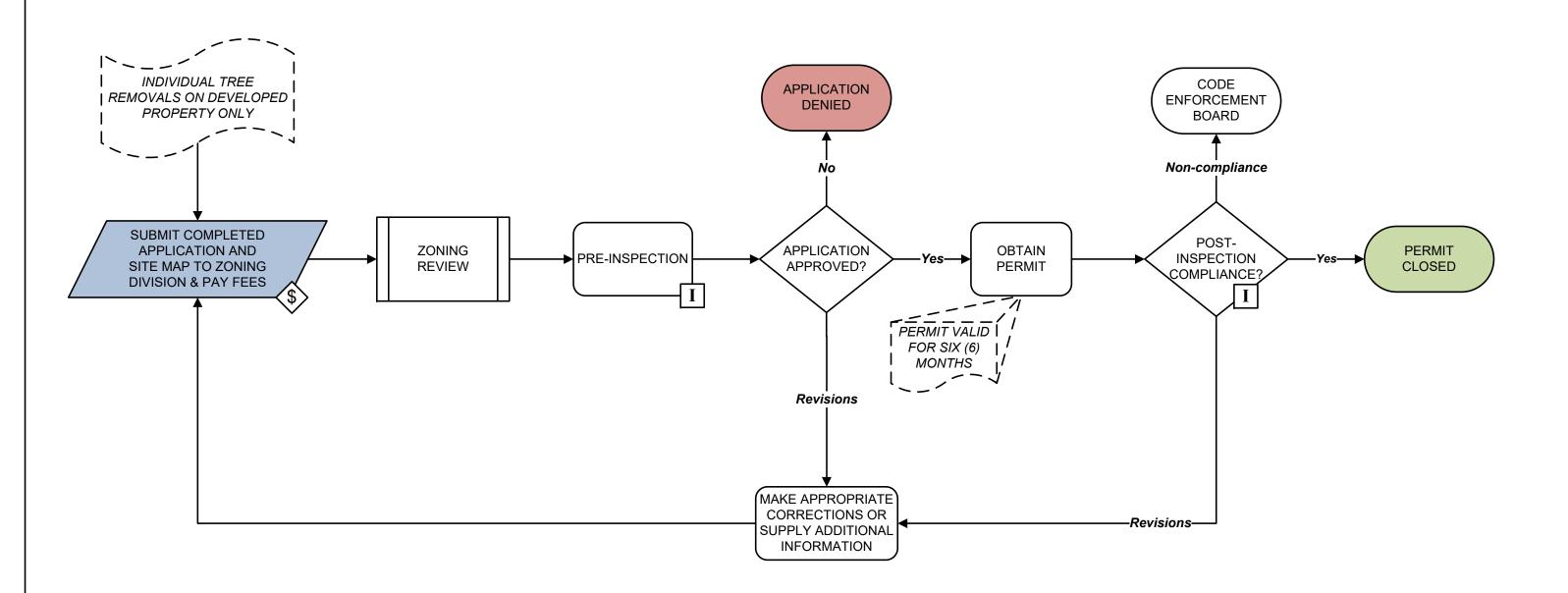
Review Process





Site Work Permitting Developed Property Tree Removal Permit Process

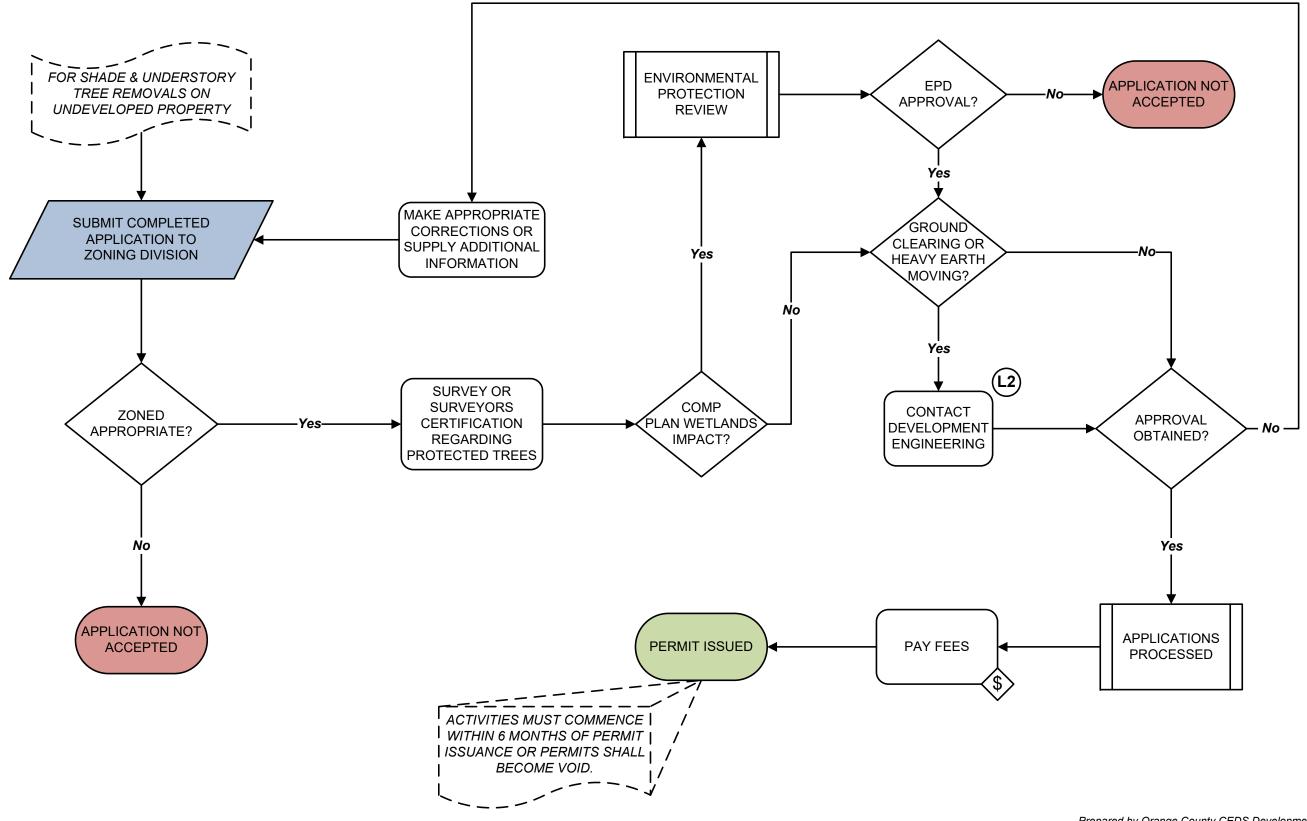


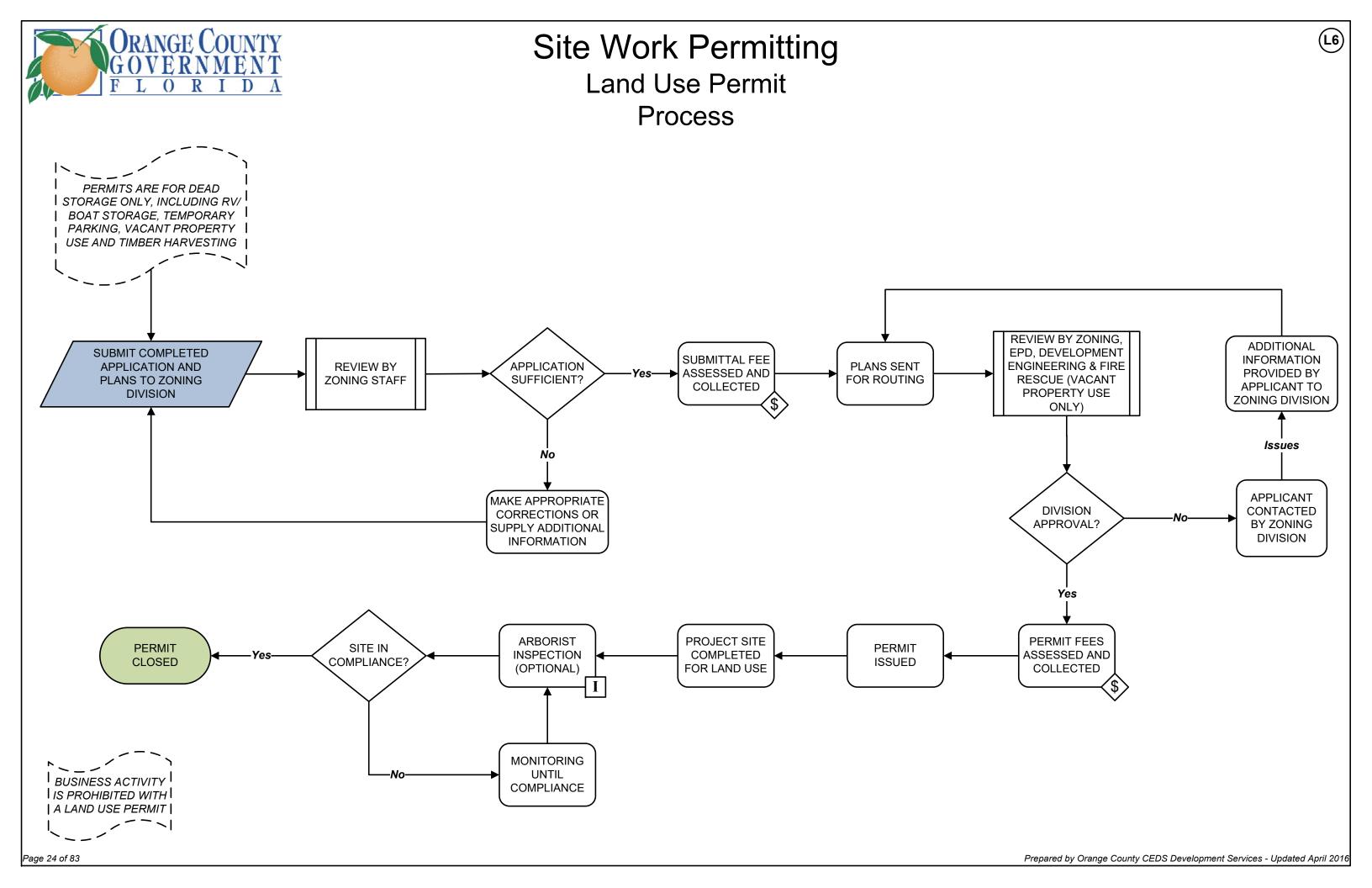


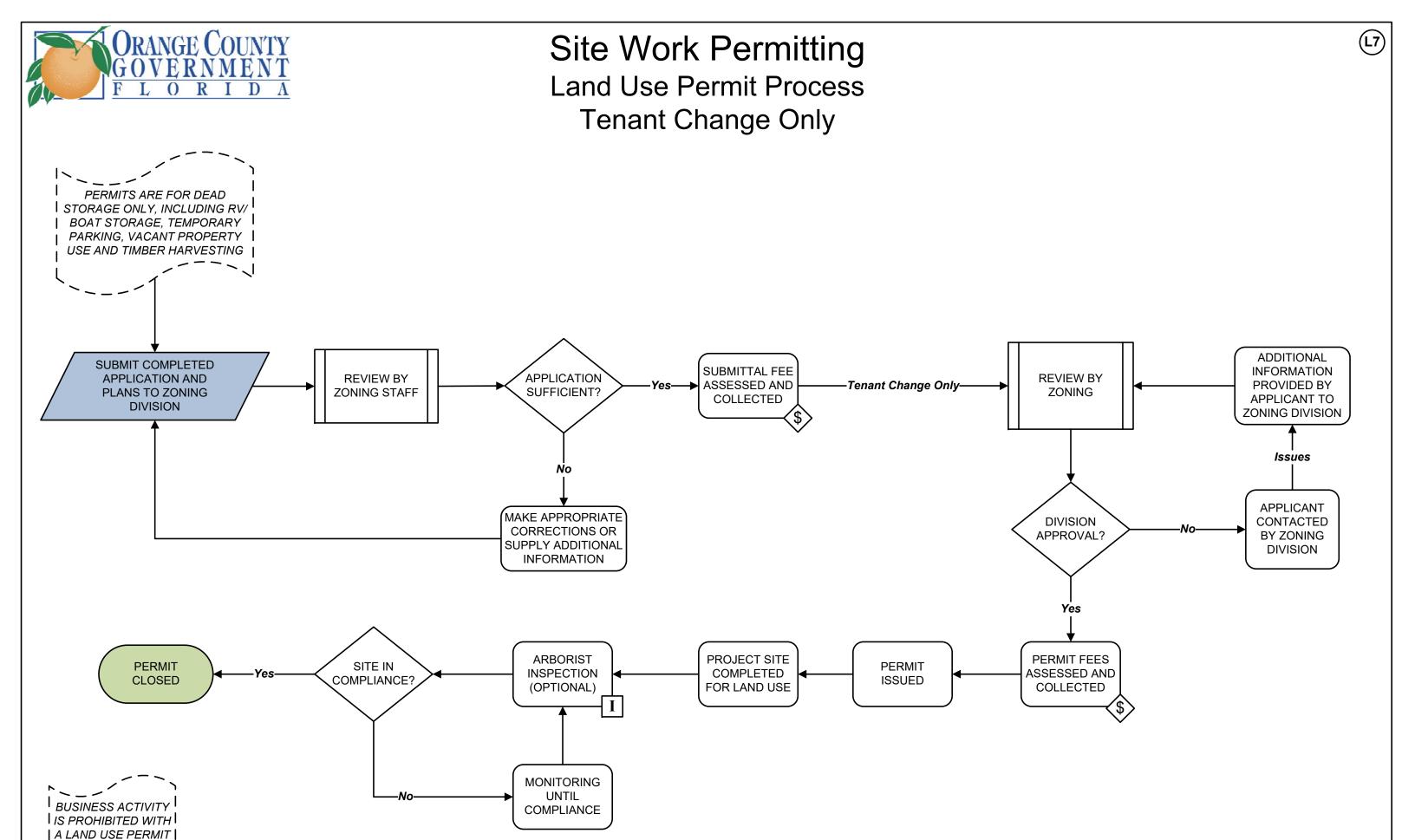


Site Work Permitting Undeveloped Property Tree Removal Permit Process





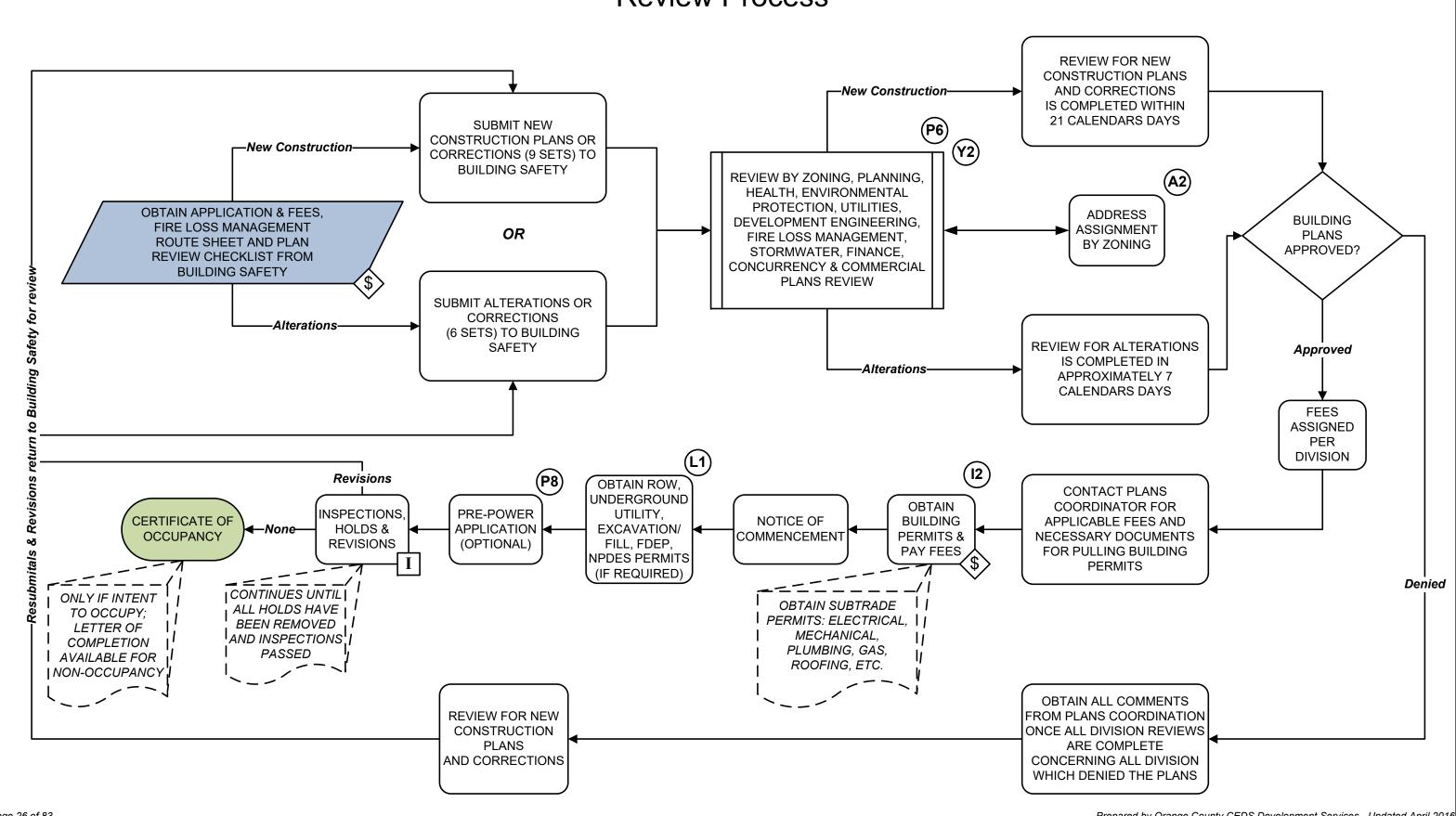


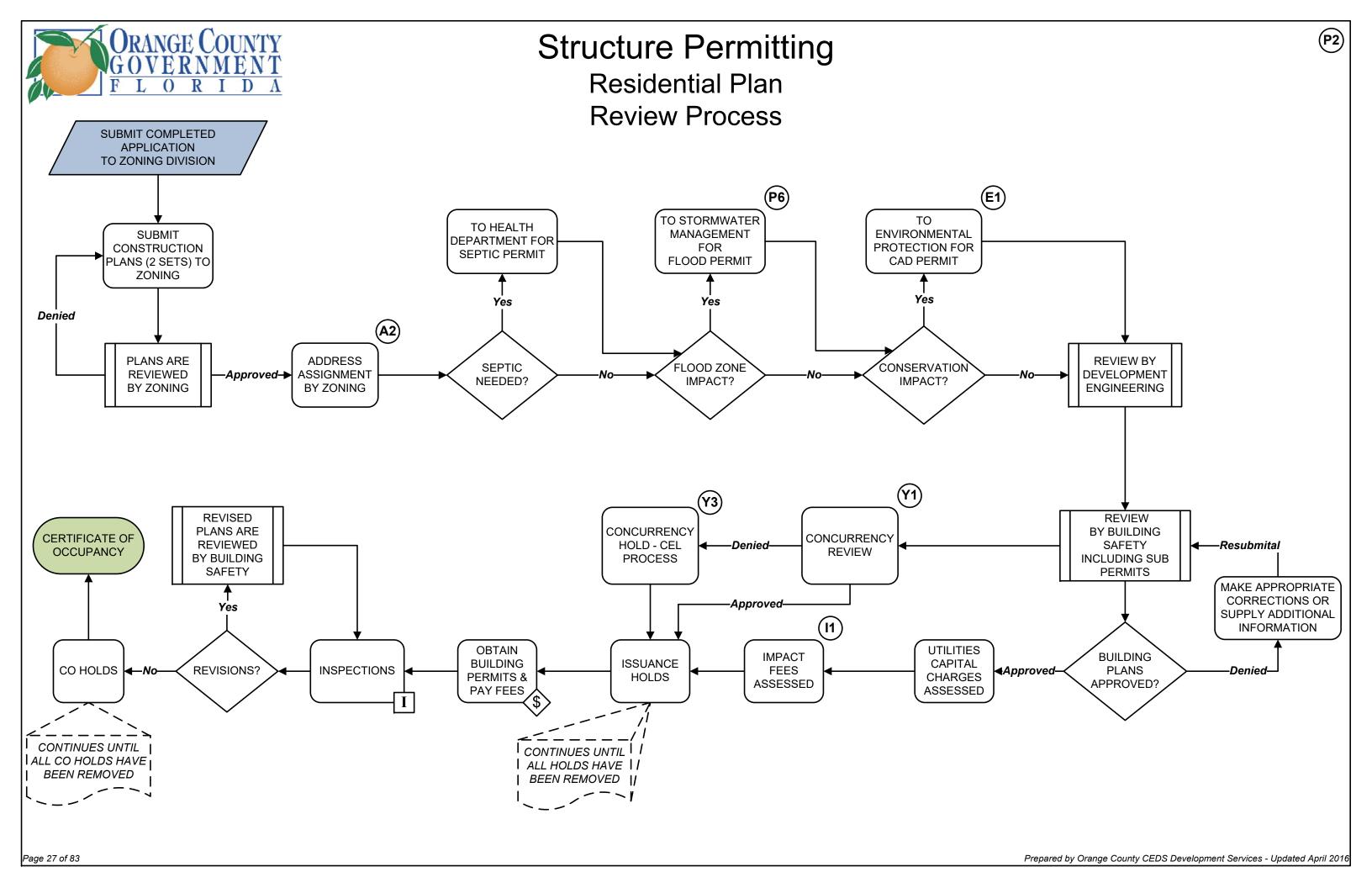


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Commercial Plan Review Process

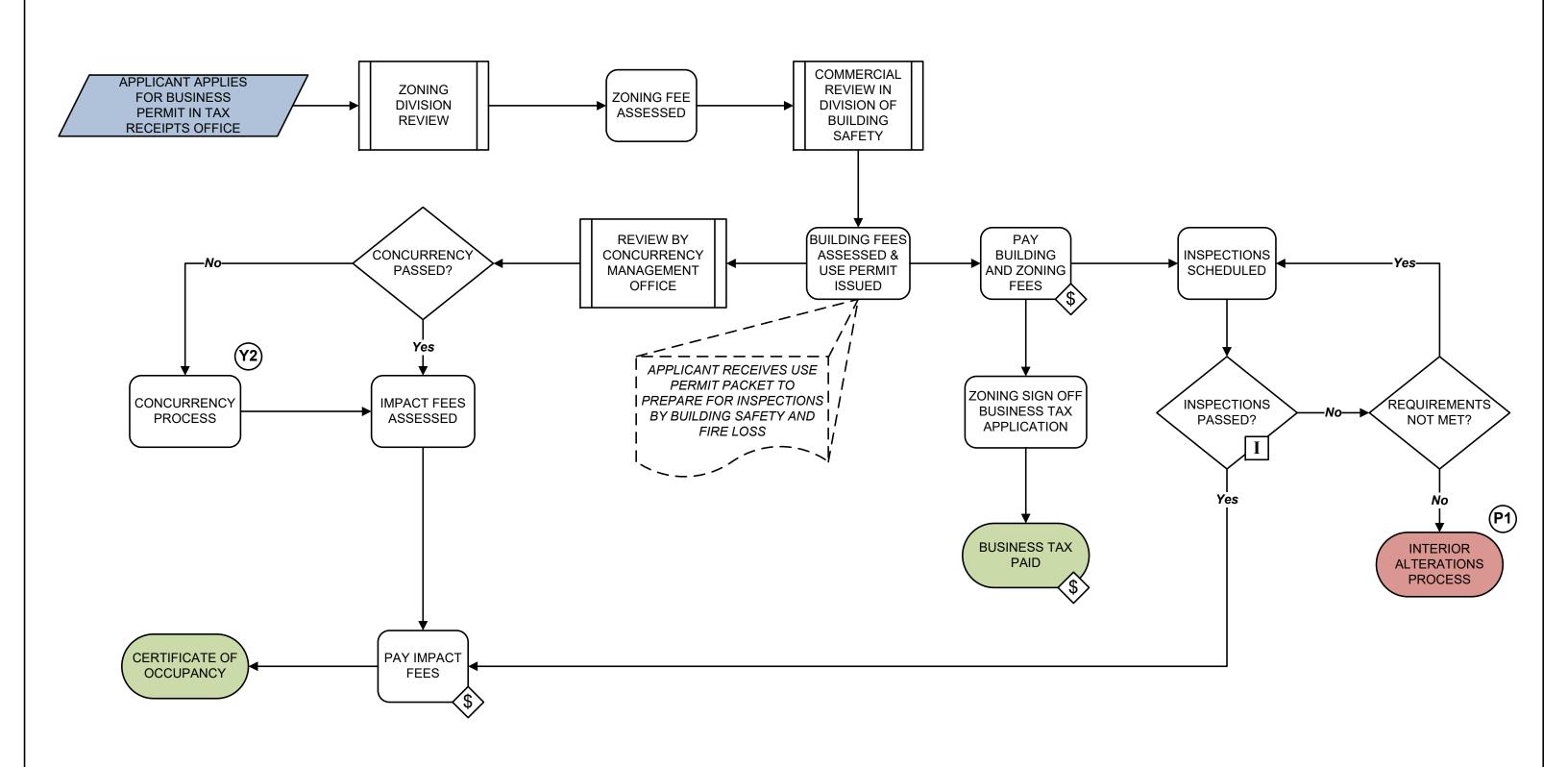






Use Permit Review Process

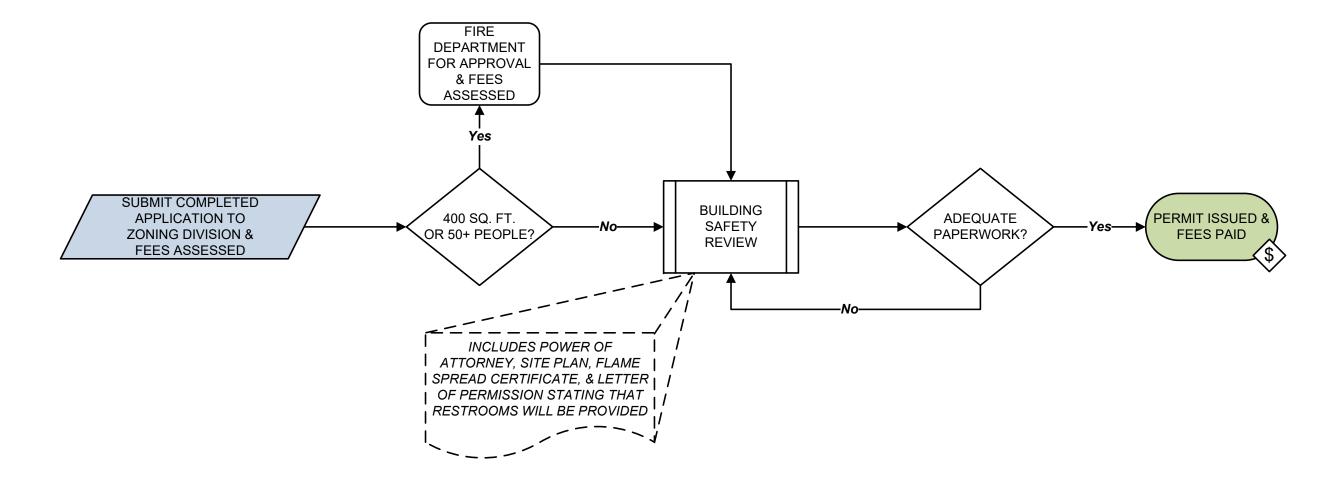


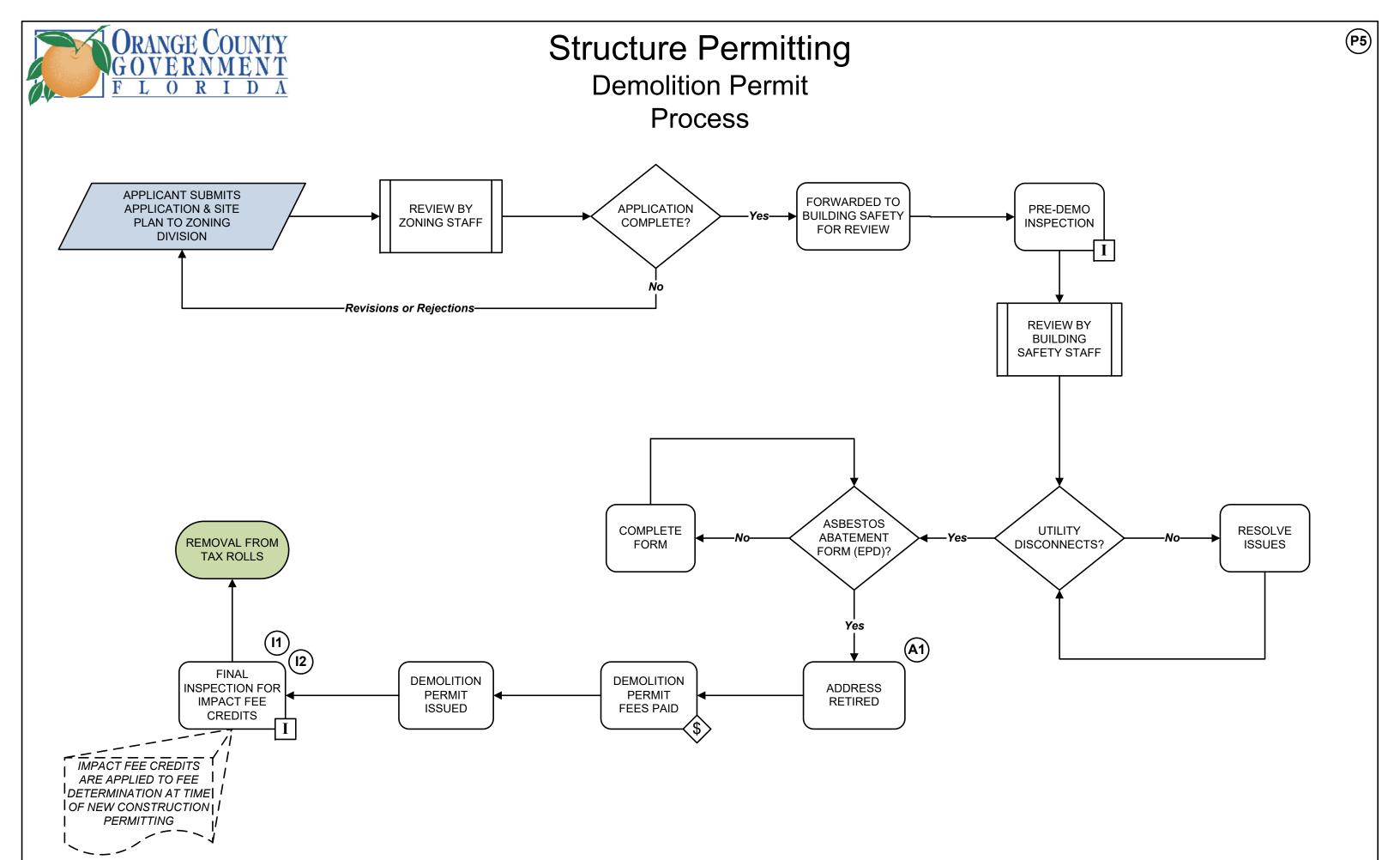






Tent Permit Review Process





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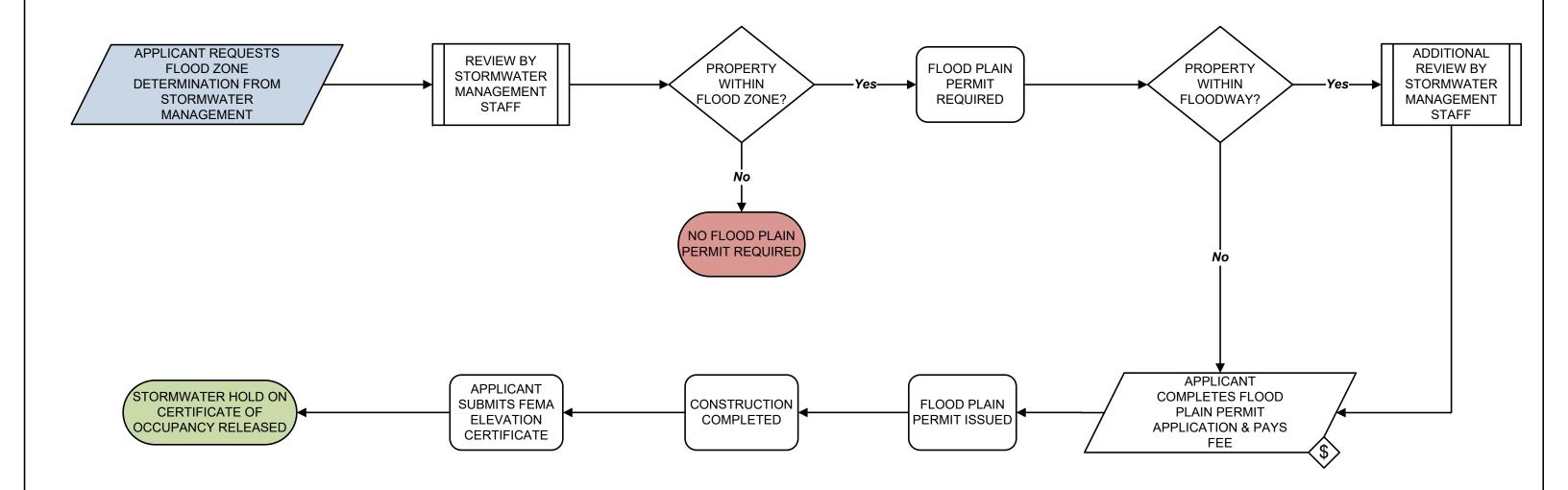
Prepared by Orange County CEDS Development Services - Updated April 2016

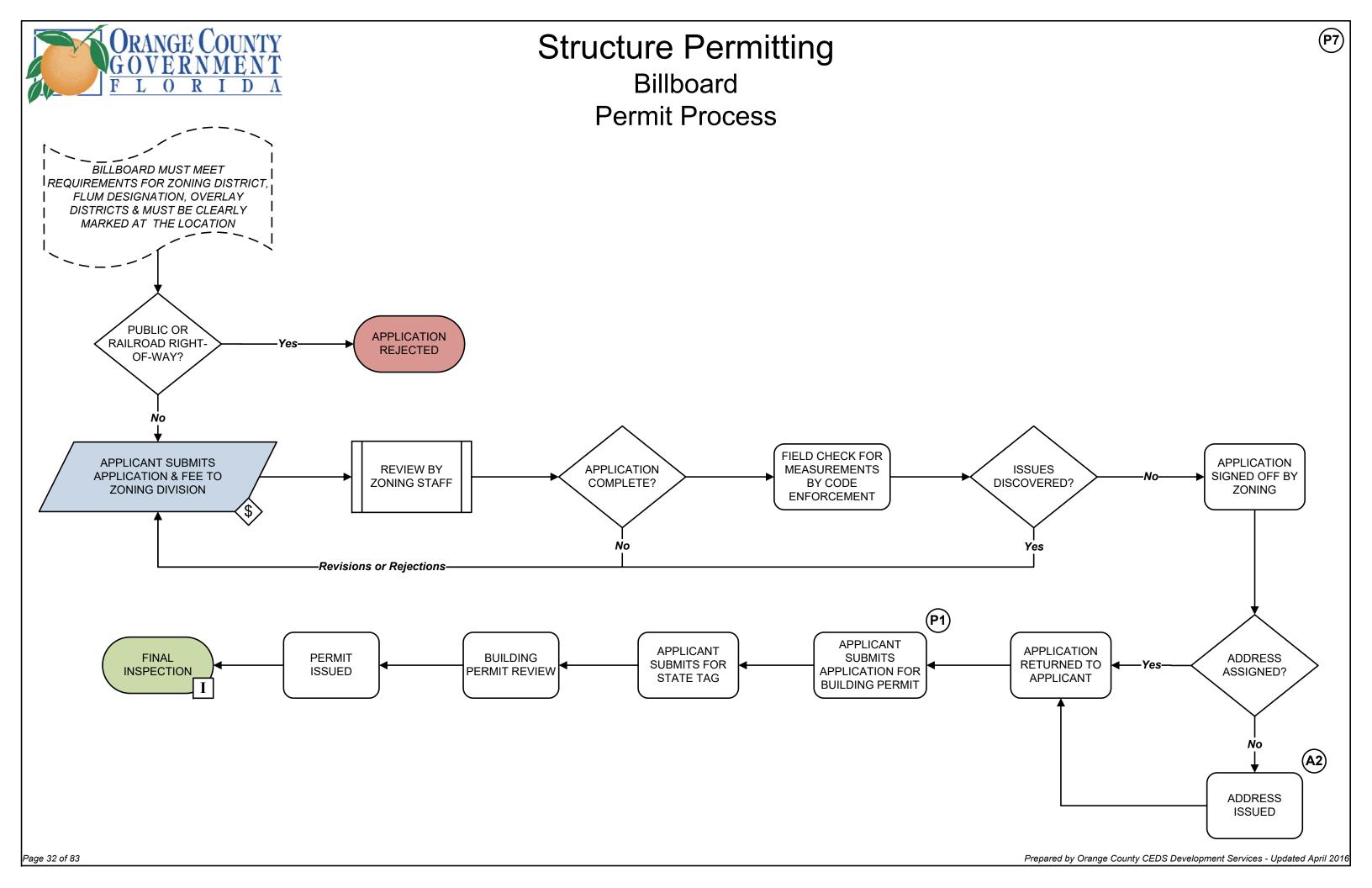


Structure Permitting Flood Plain Permitting



Process

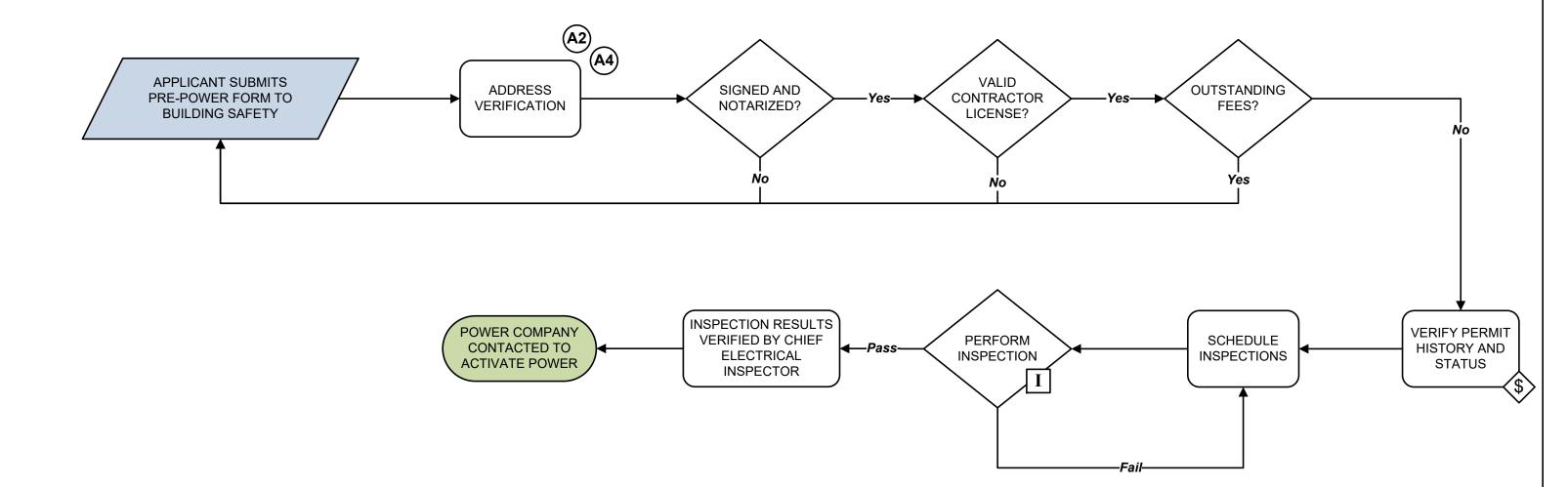






Pre-Power Application Process

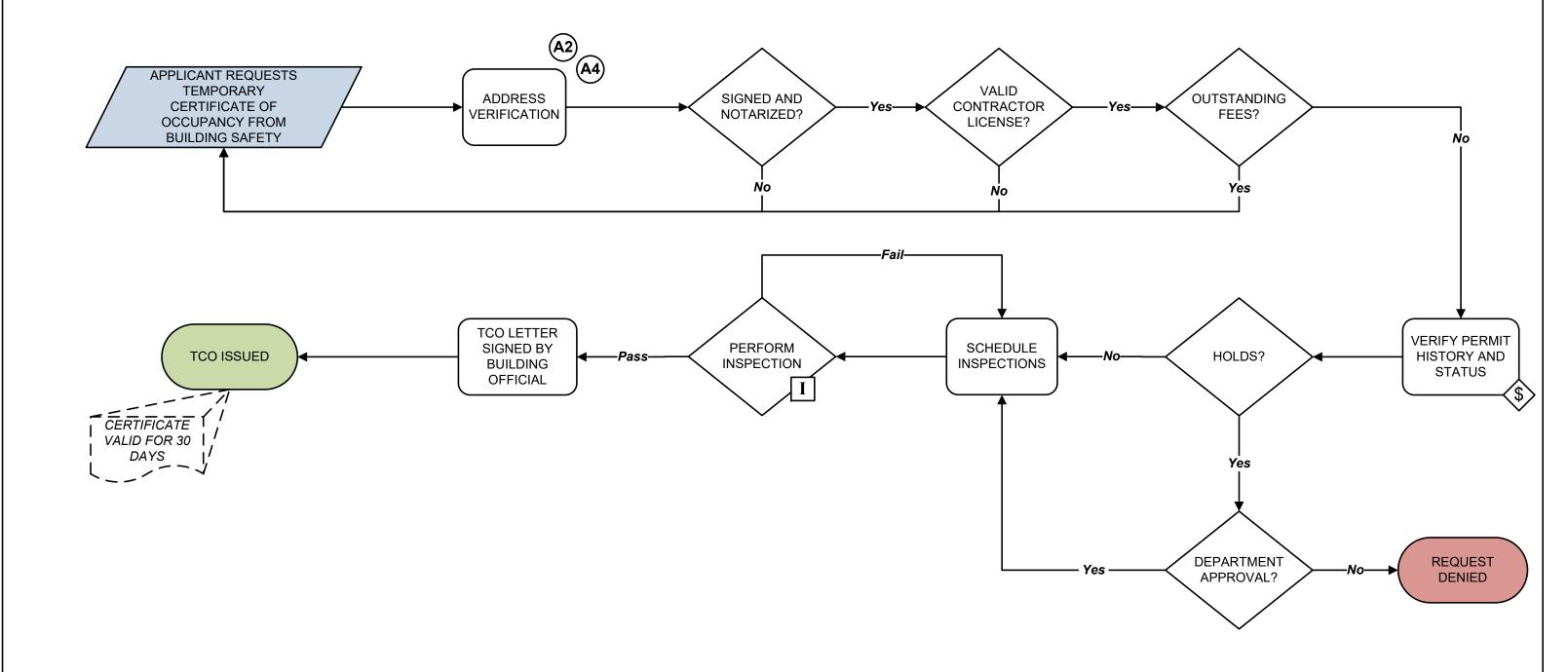








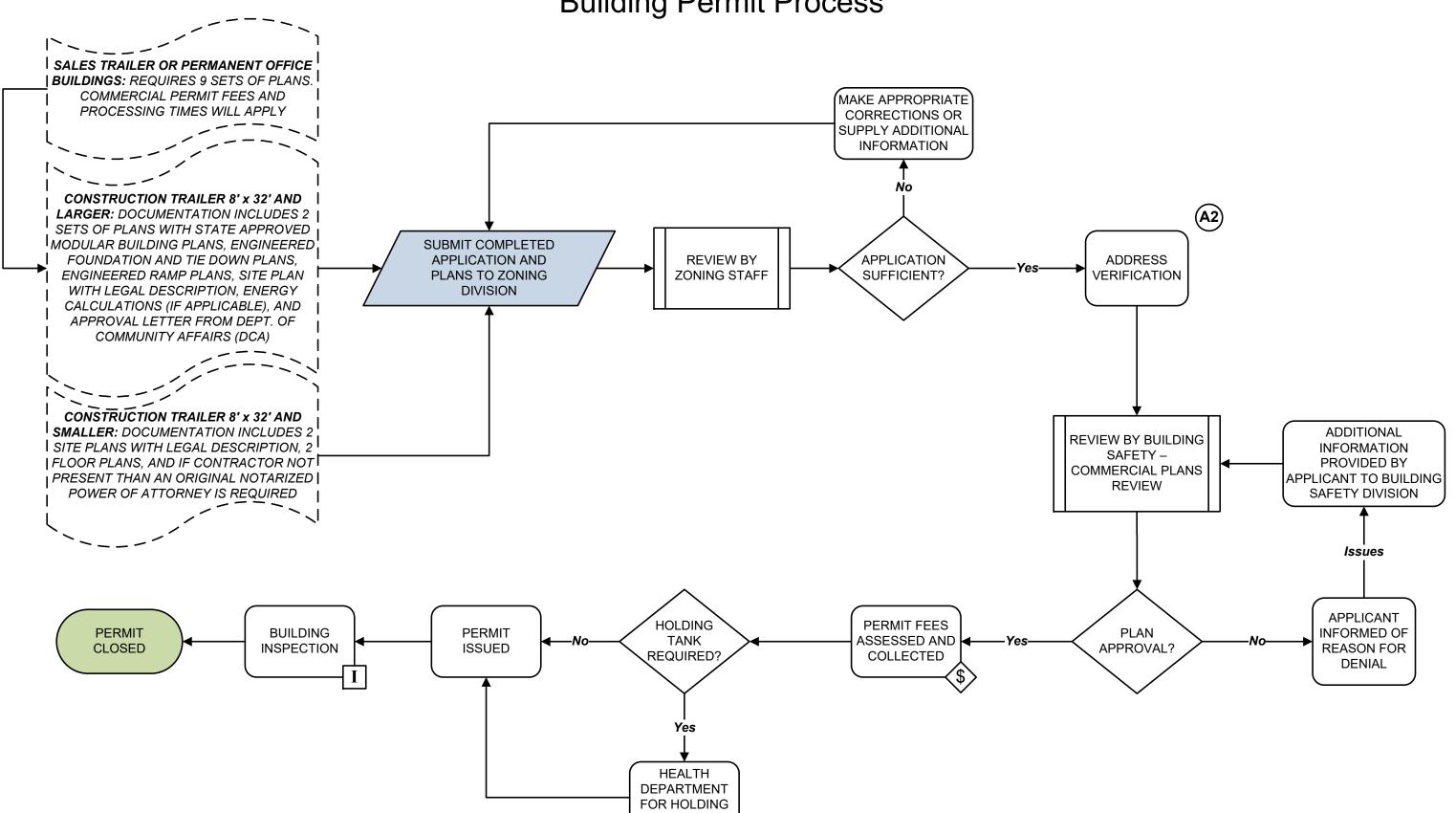
Request for Temporary Certificate of Occupancy Process



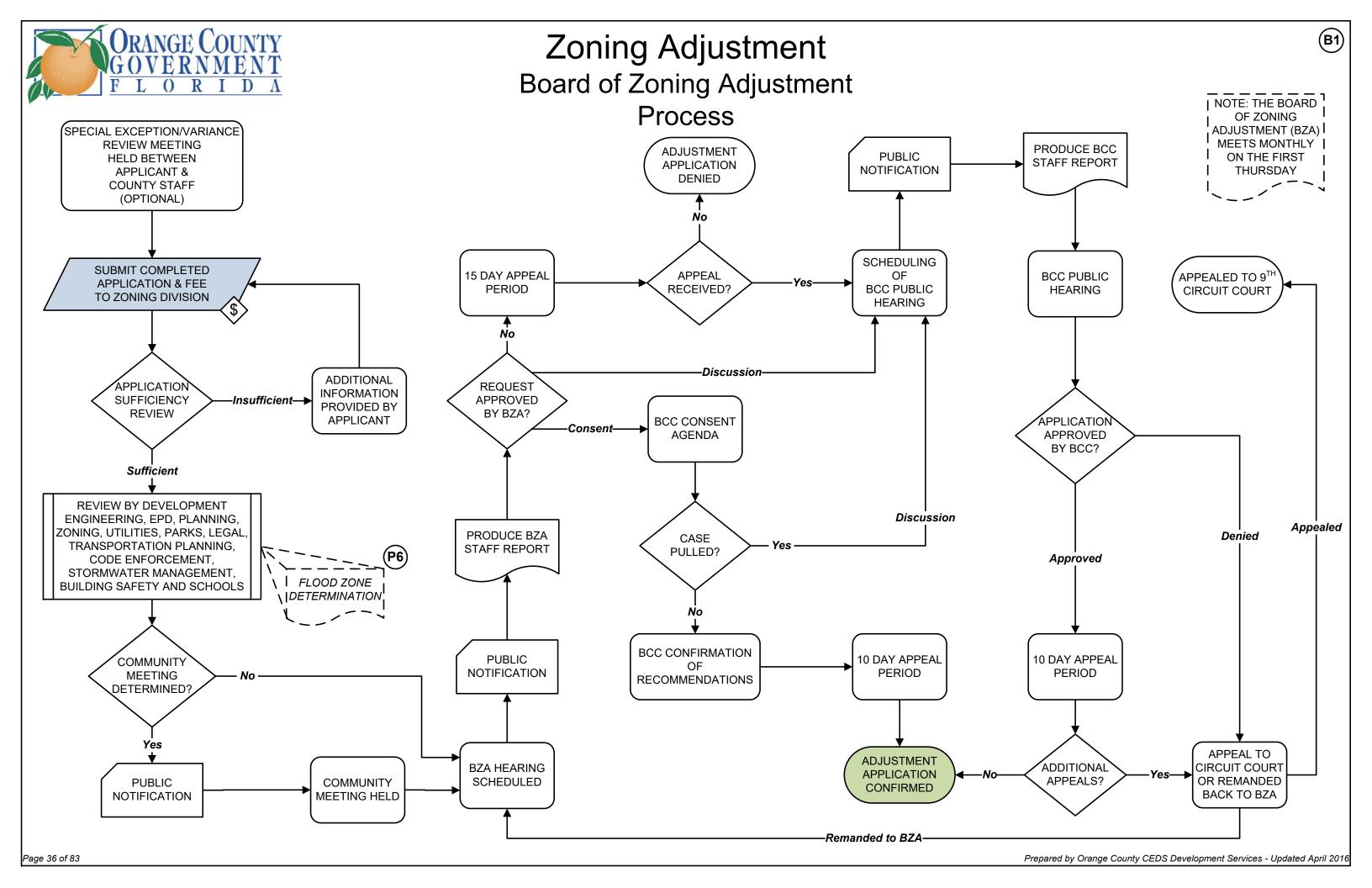


Construction Trailer

Building Permit Process

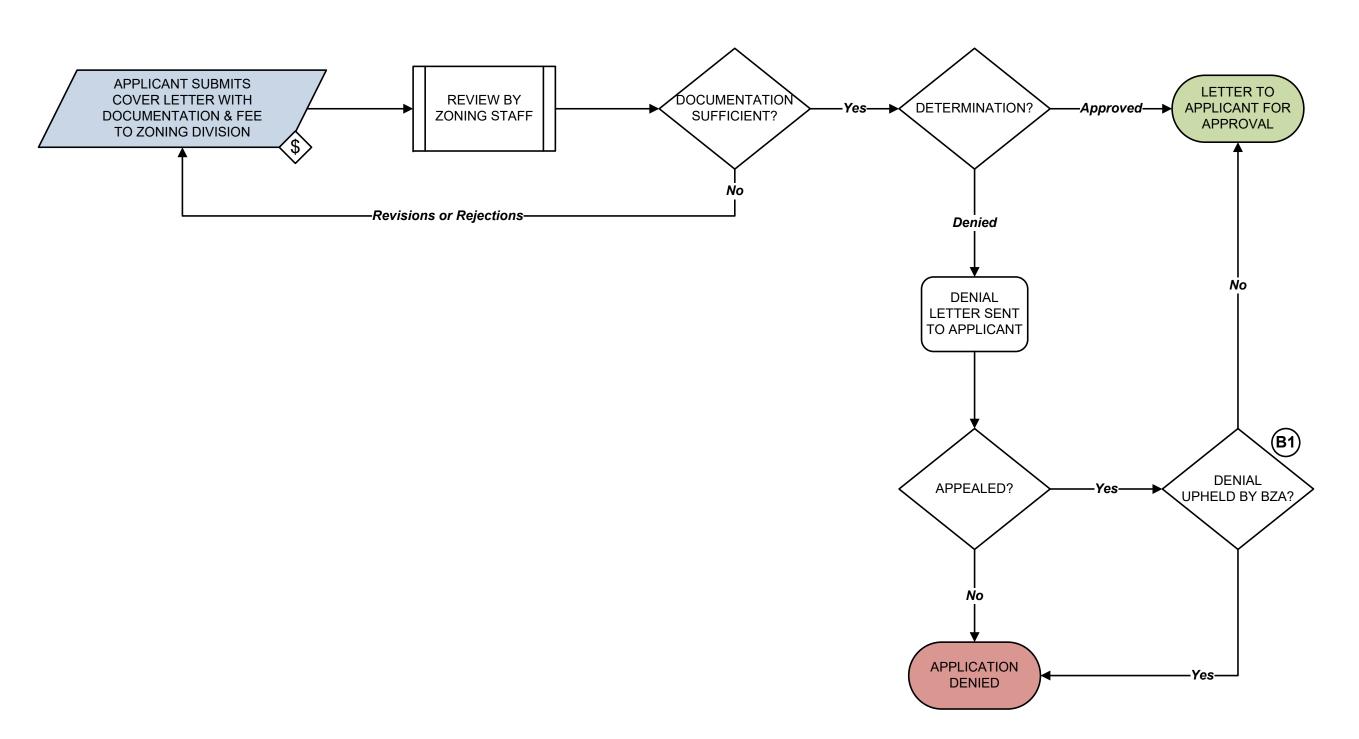


TANK PERMIT





Zoning Review Nonconforming Use Review Process

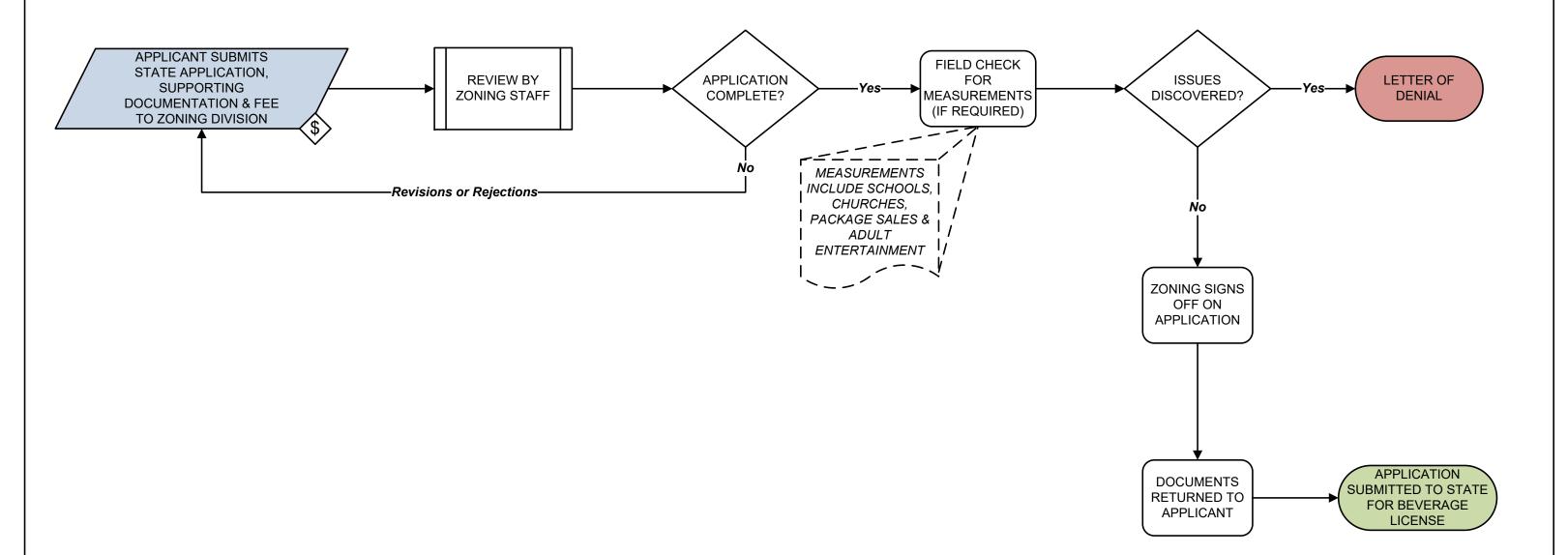


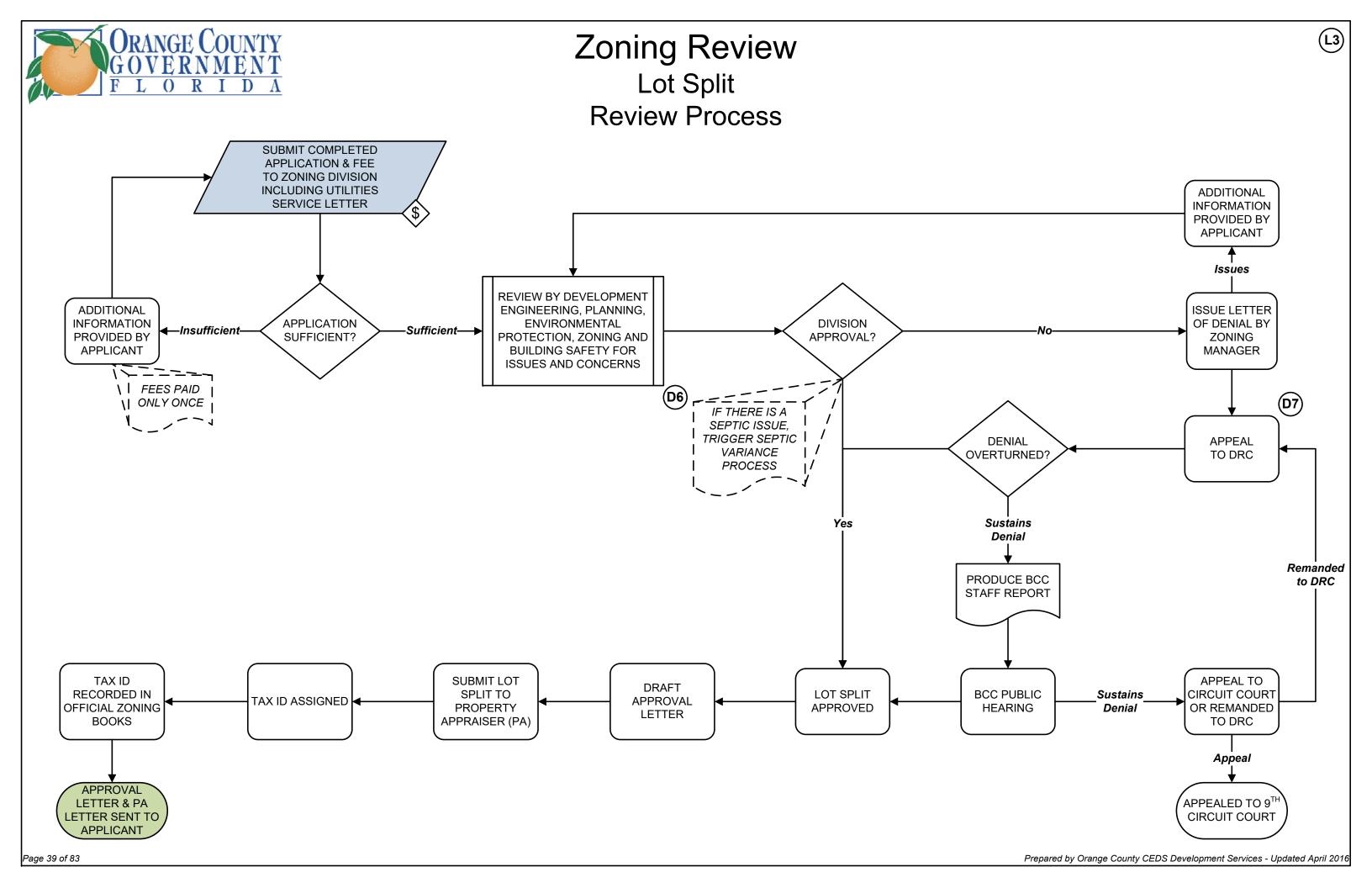


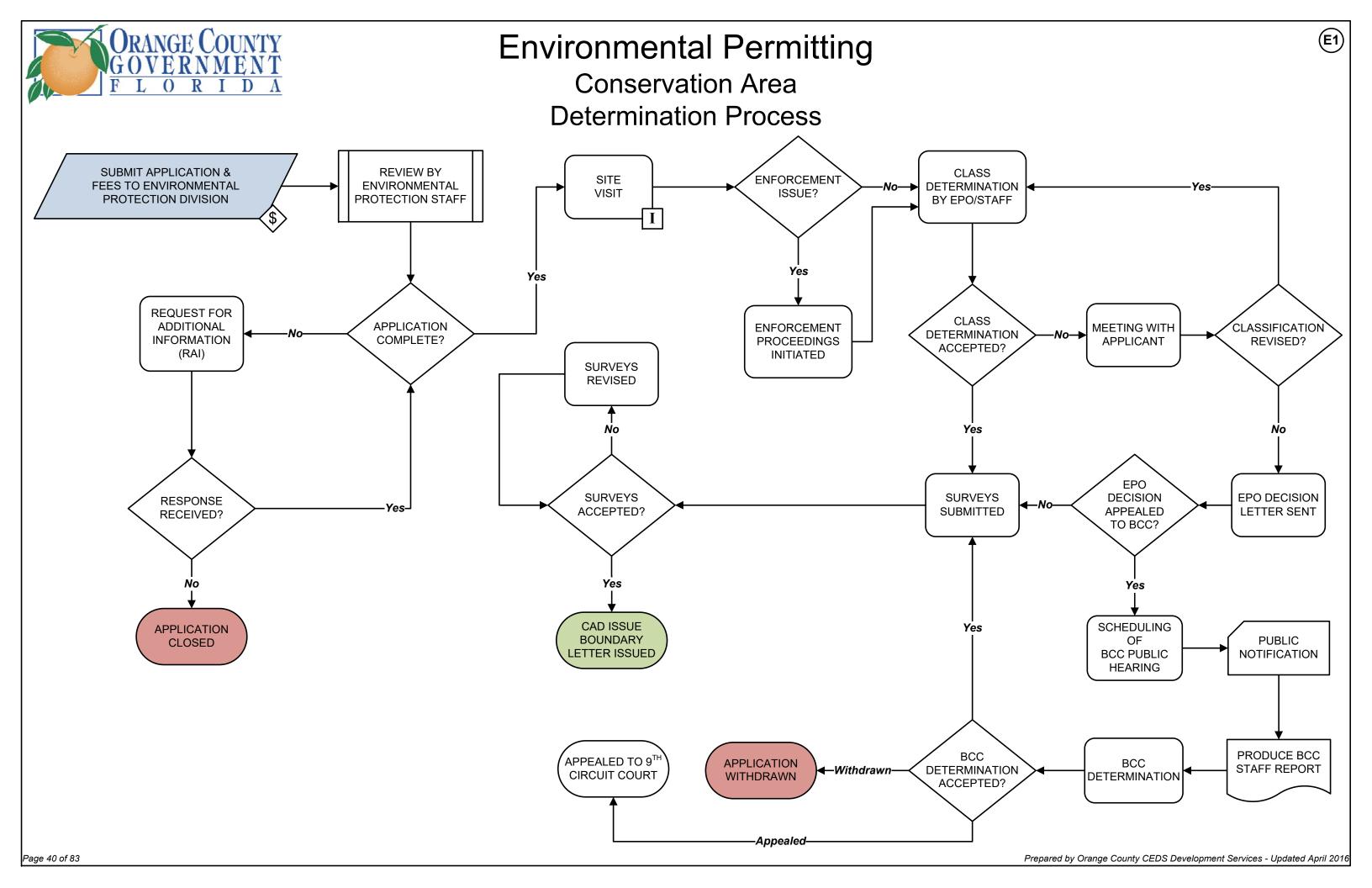
Zoning Review

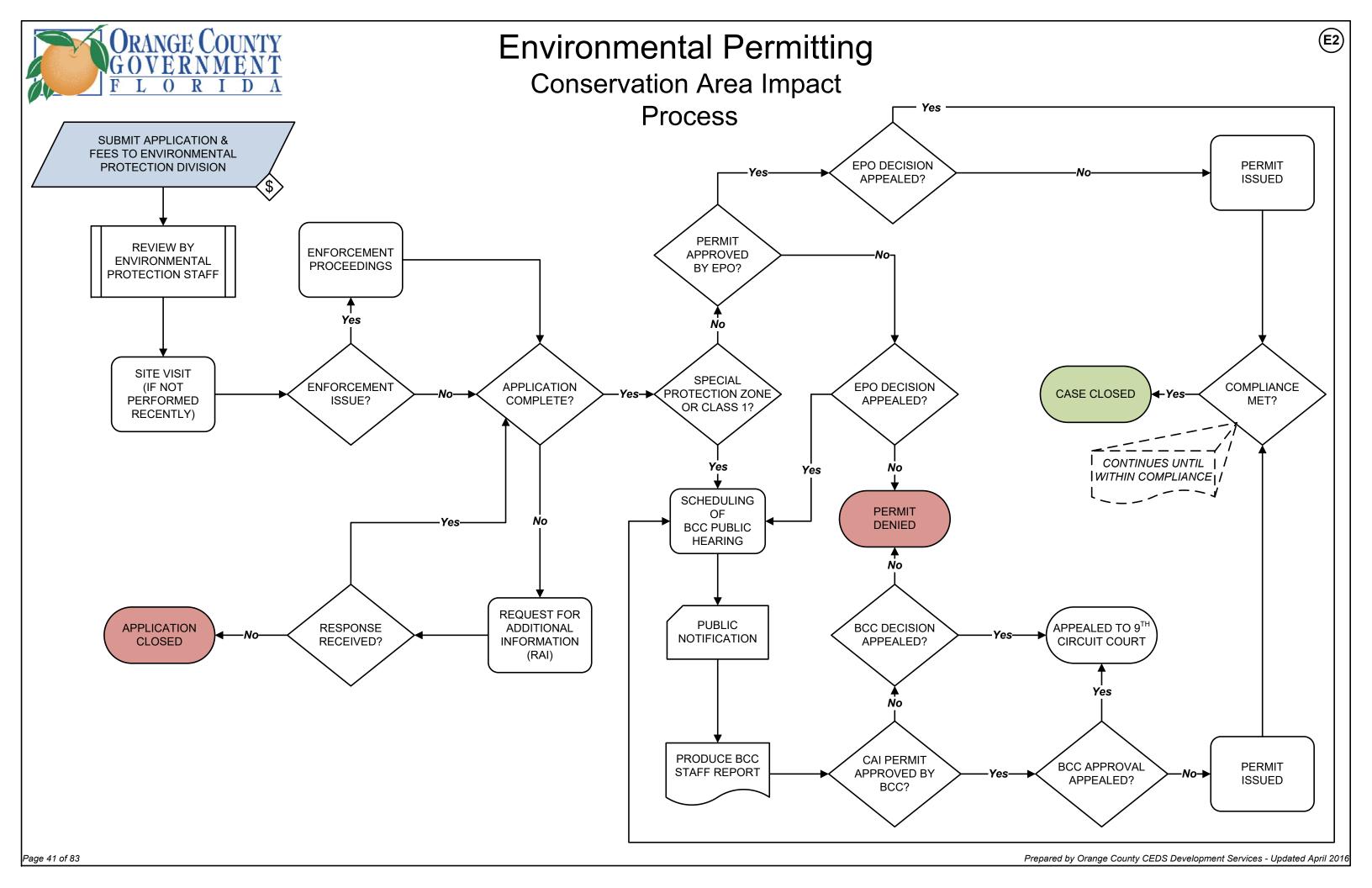


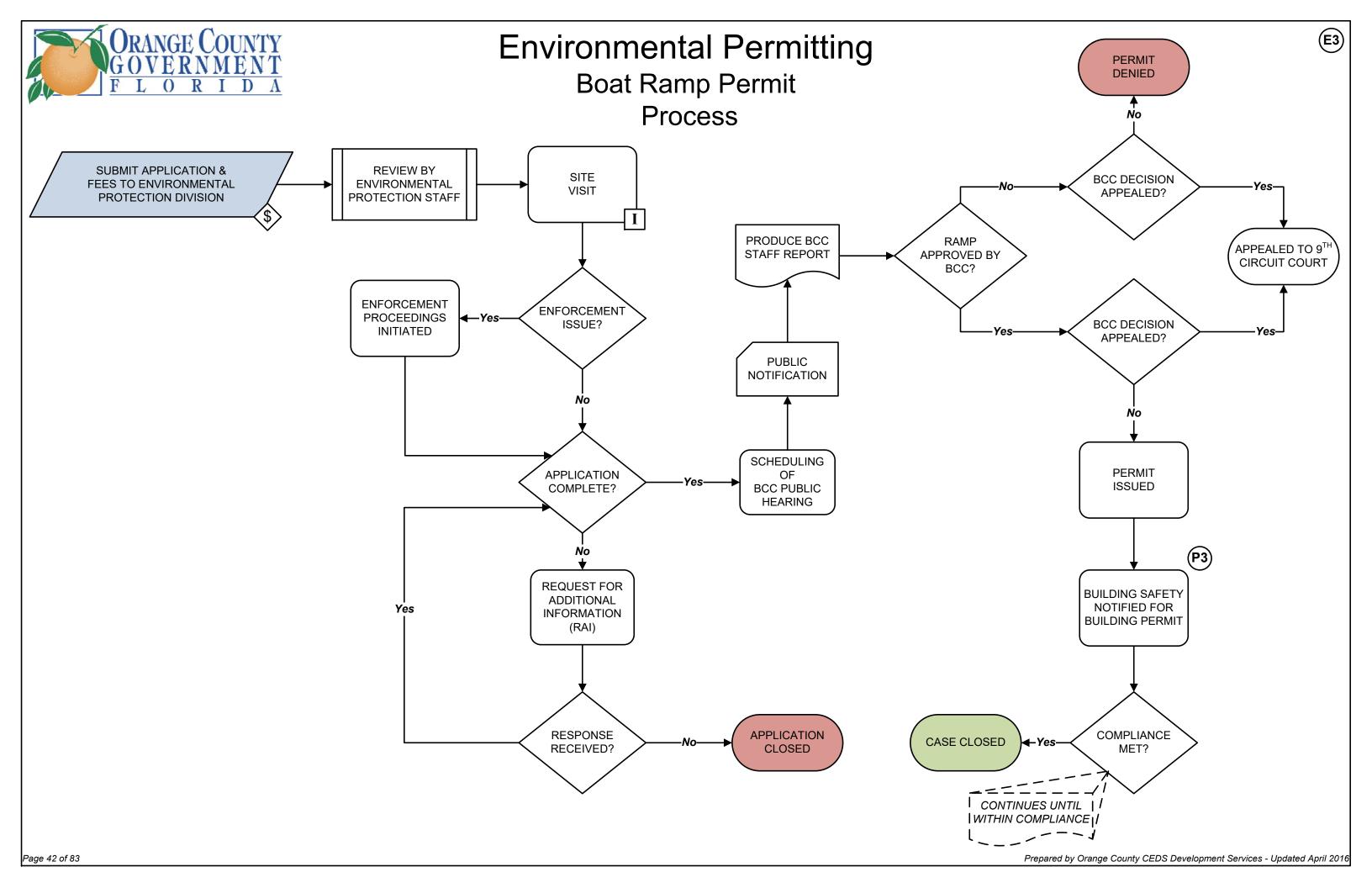
Alcoholic Beverage Application Review Process

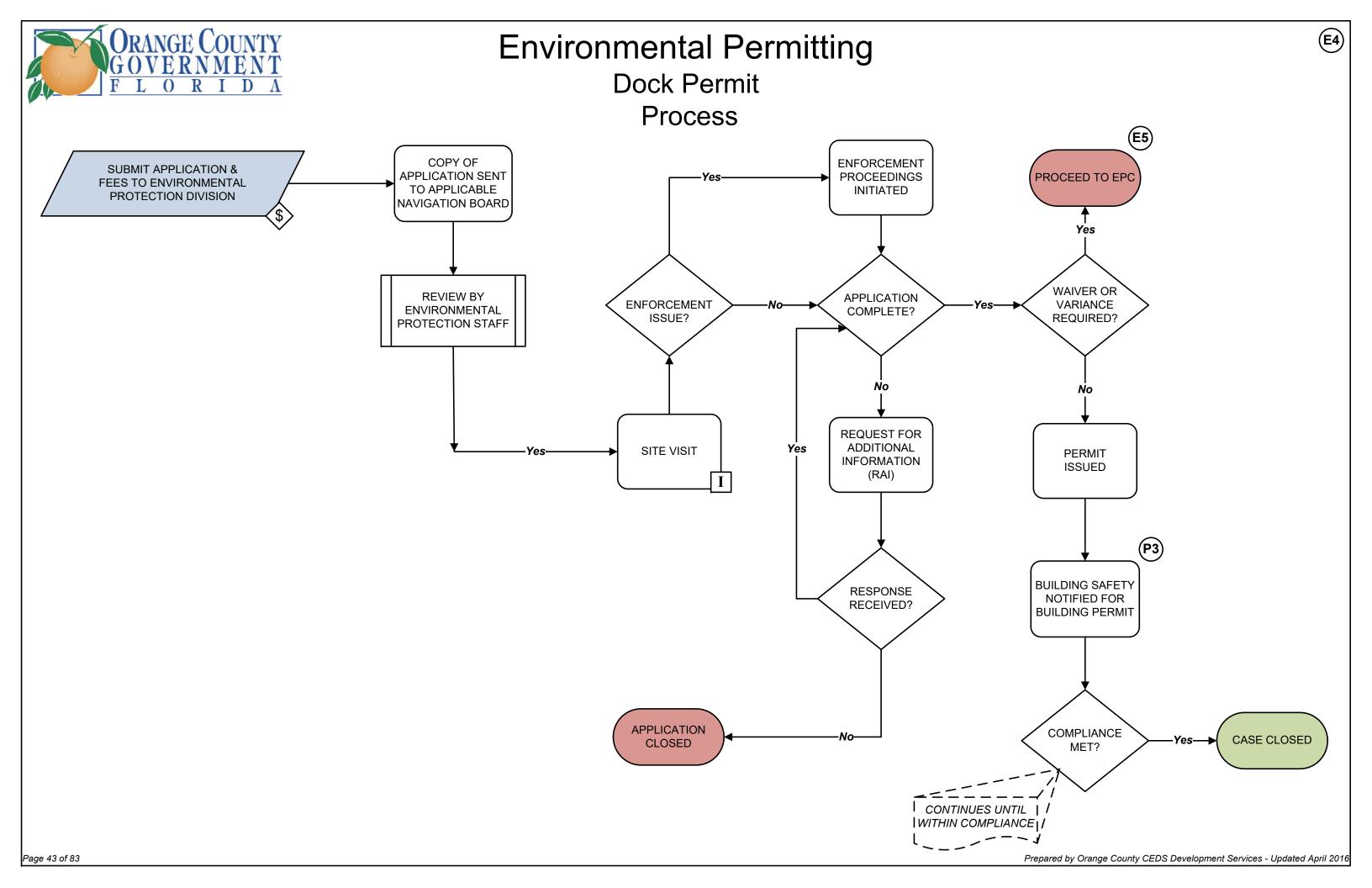


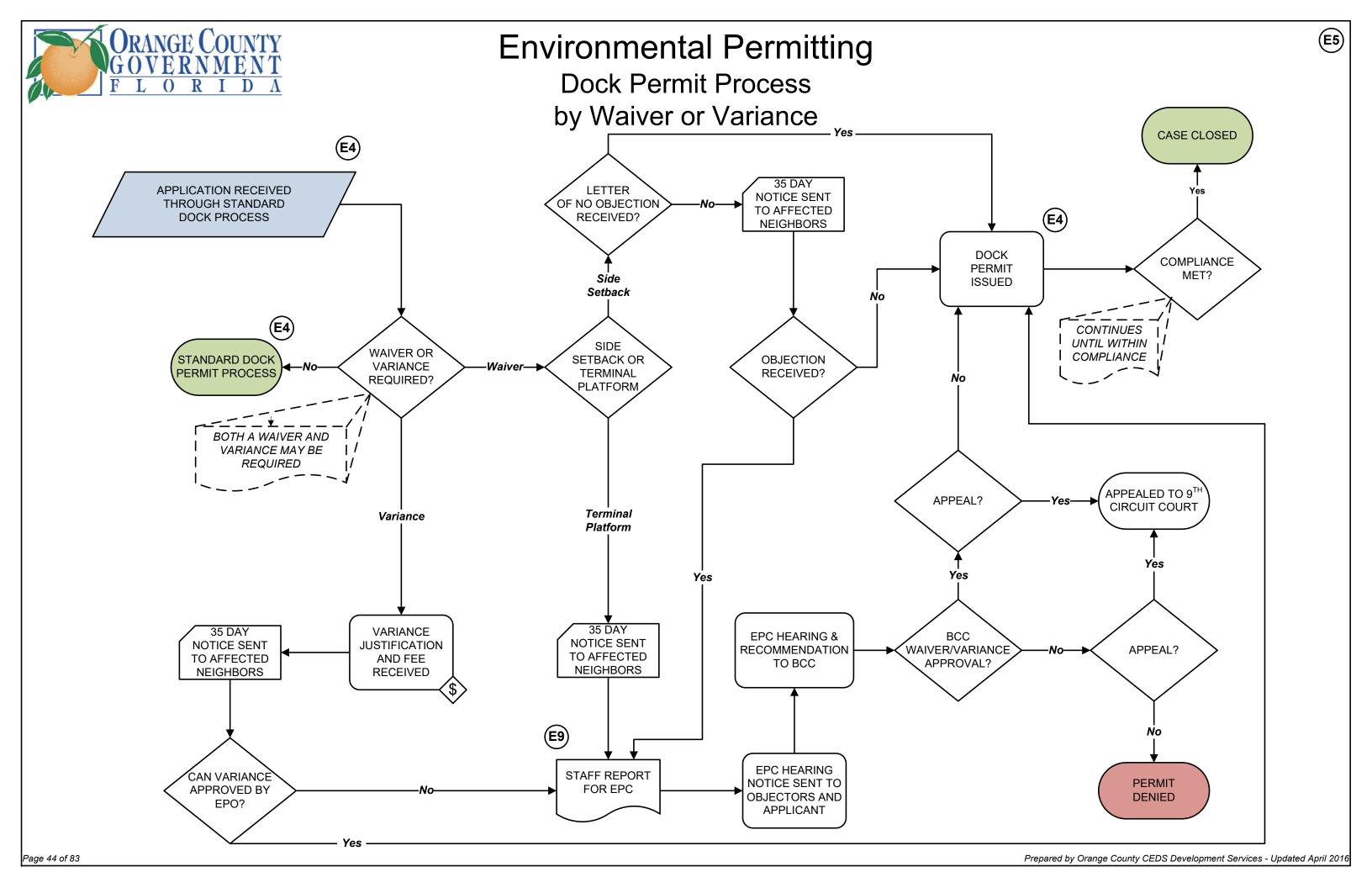


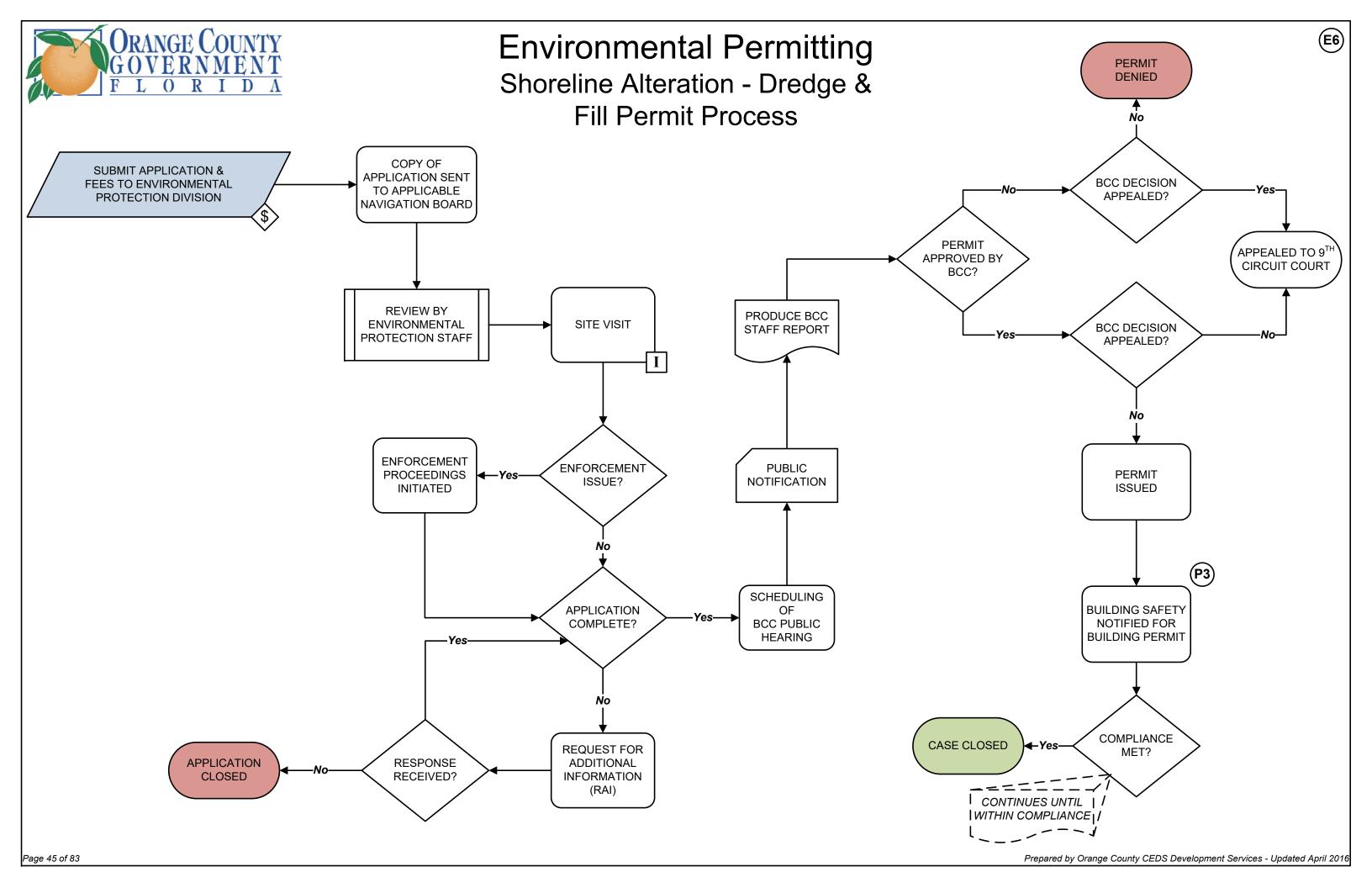










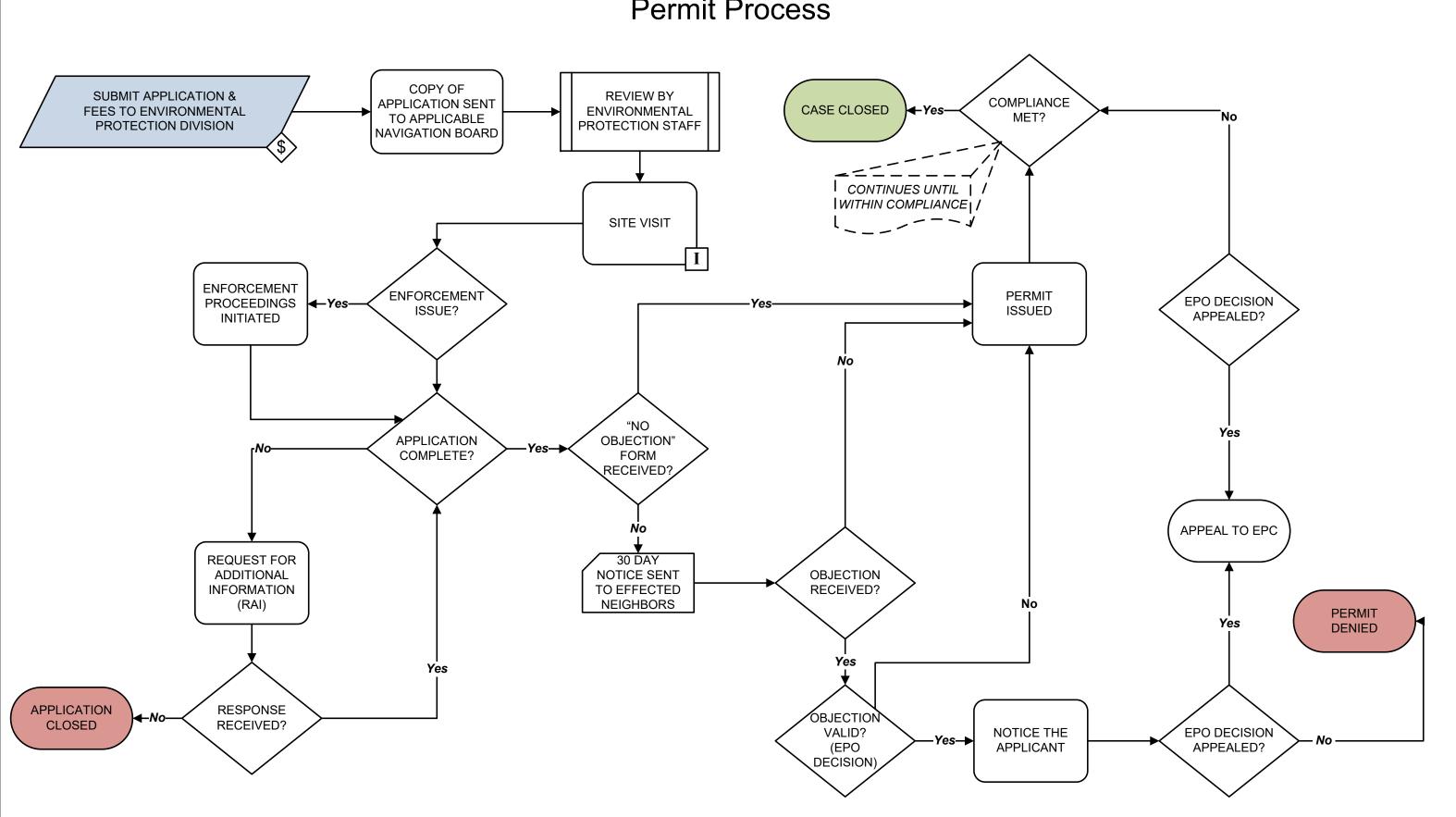




Environmental Permitting

Lakeshore Vegetation Removal





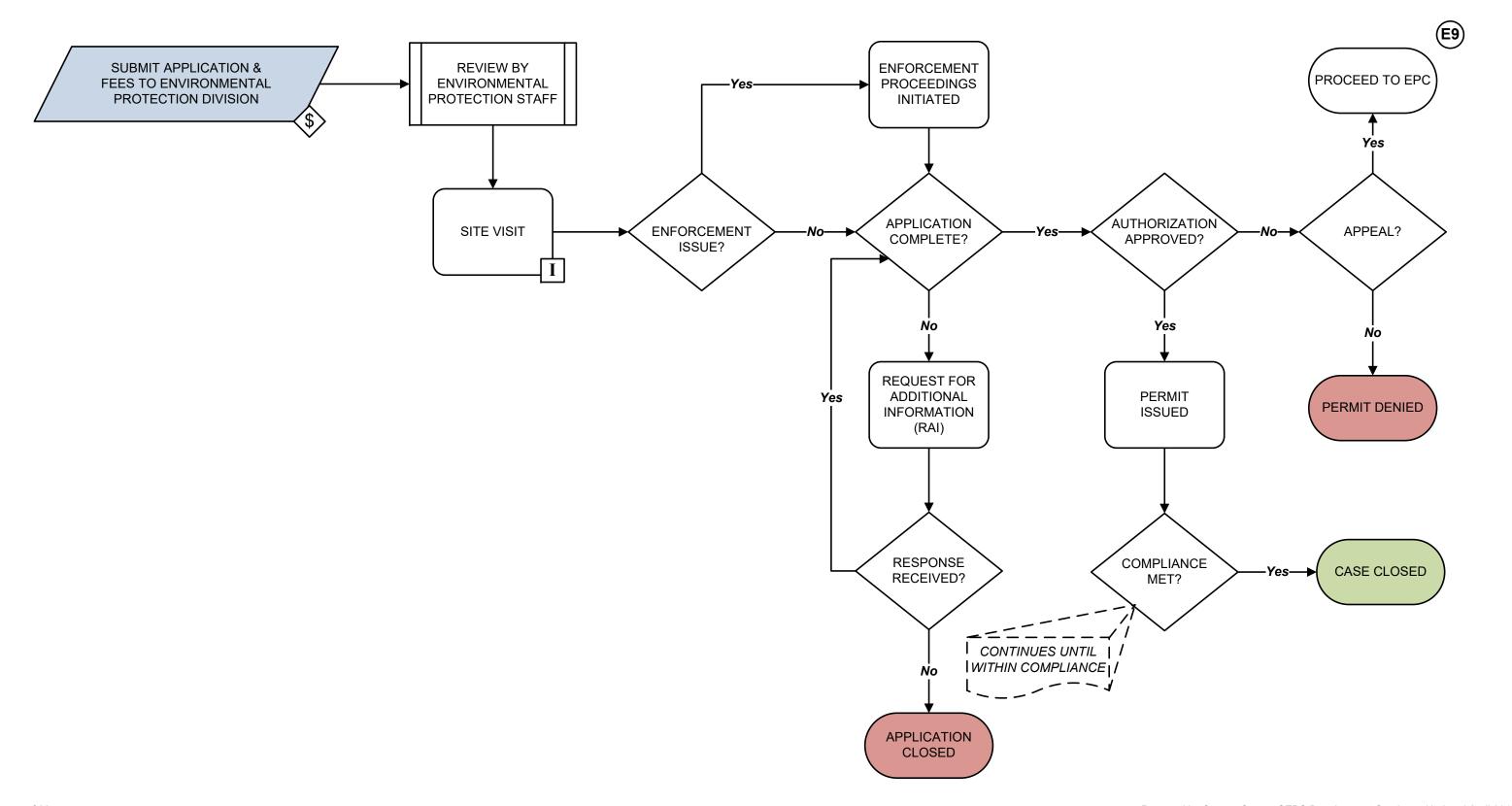
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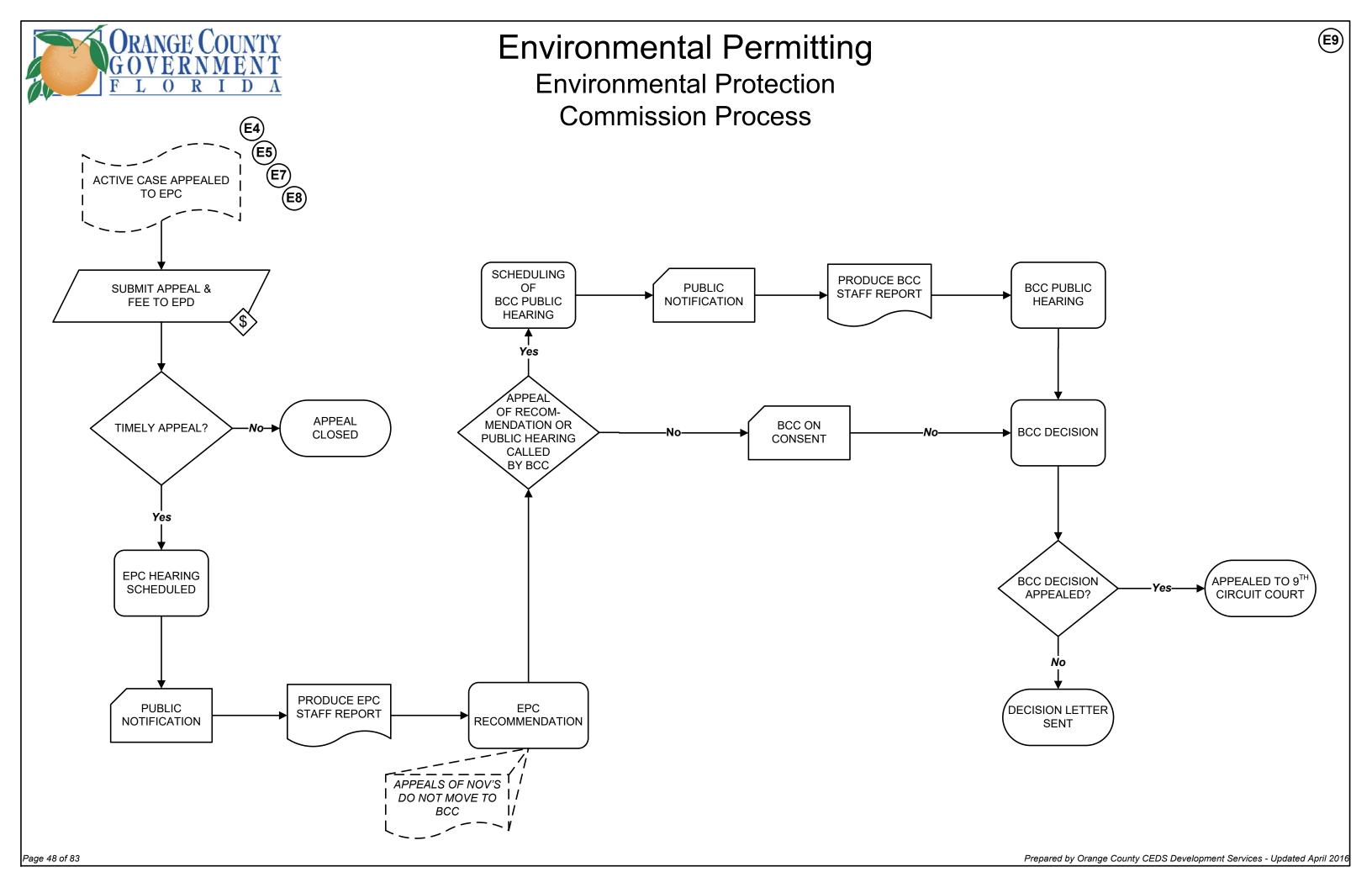


Environmental Permitting



Conservation Area Authorization Process



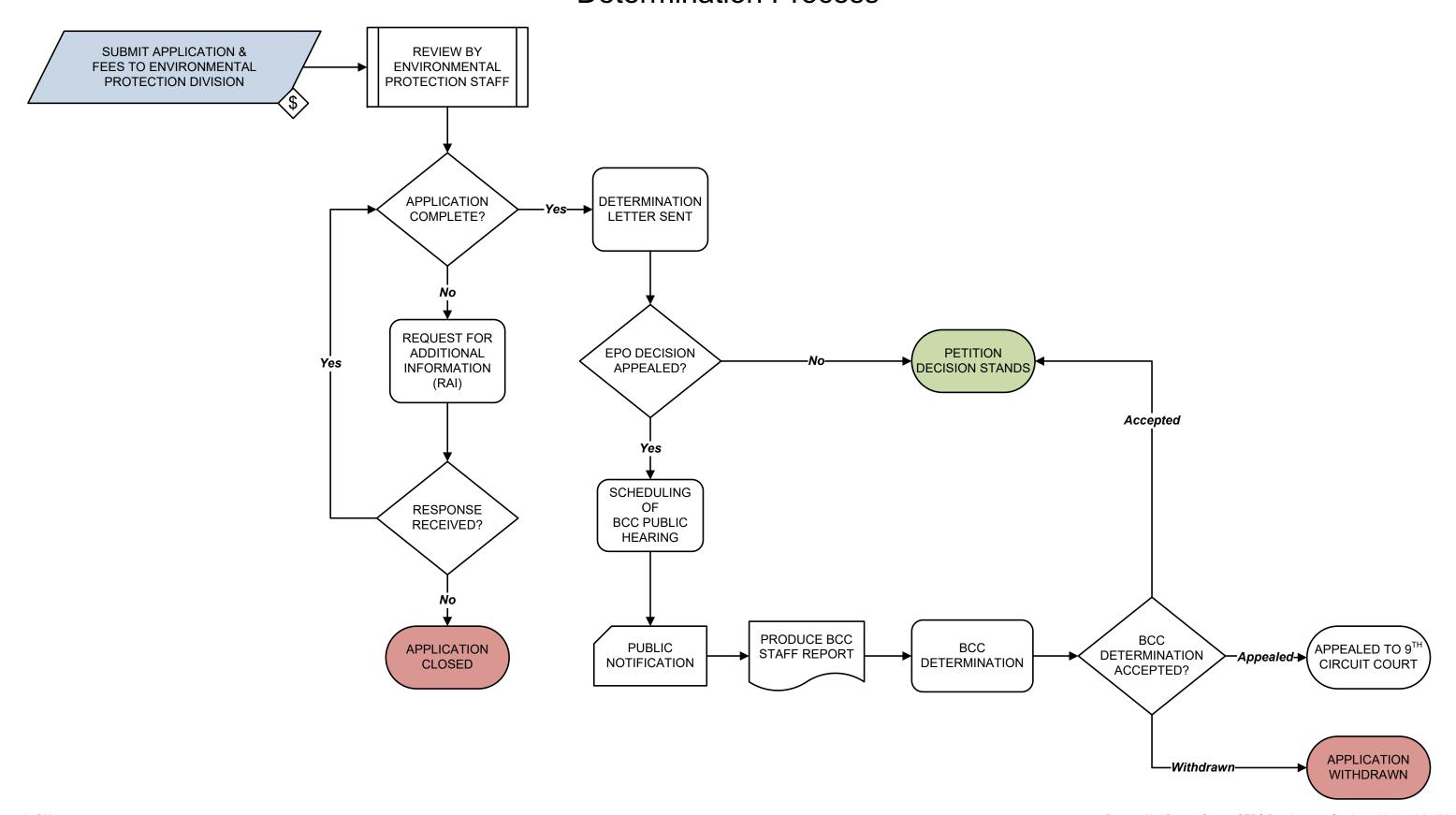


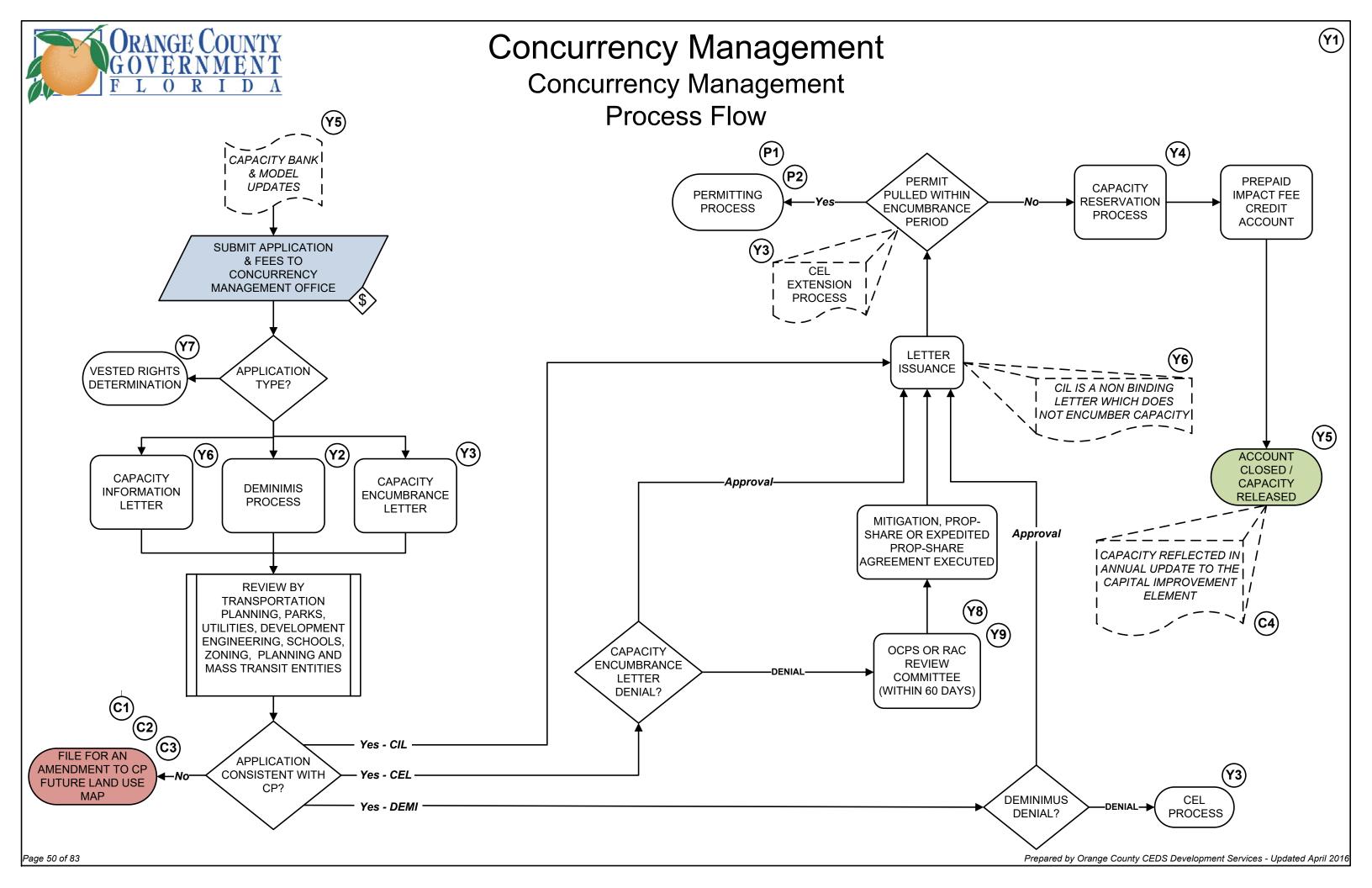


Environmental Permitting

E10

Petition of Binding Determination Process

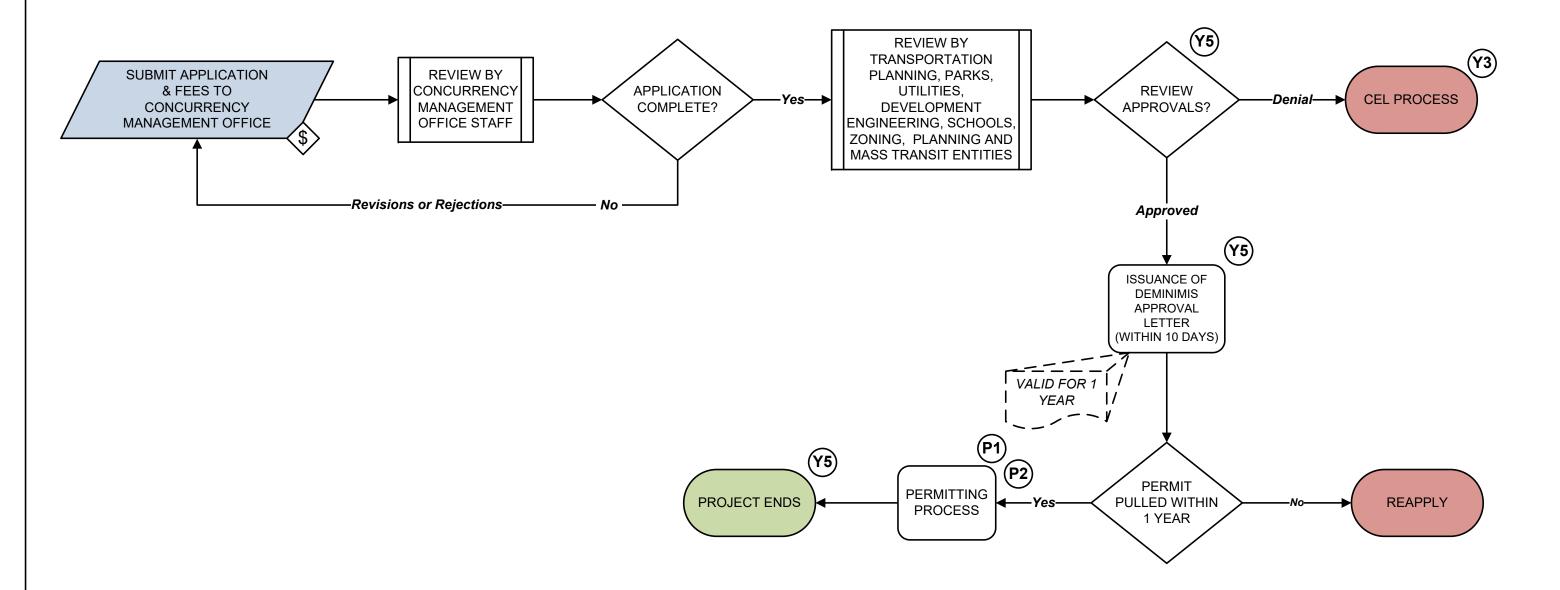






Concurrency Management



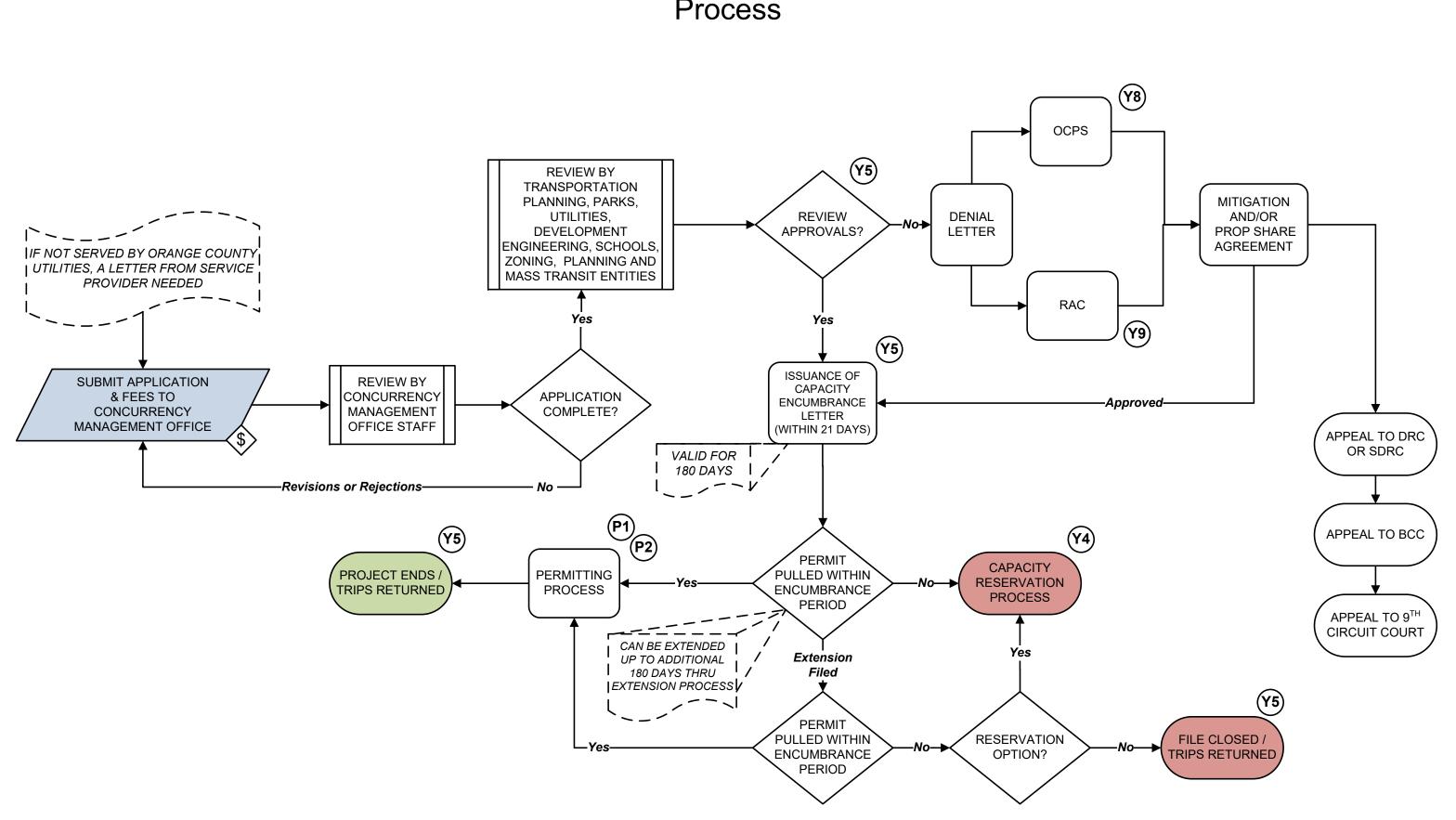


Y2

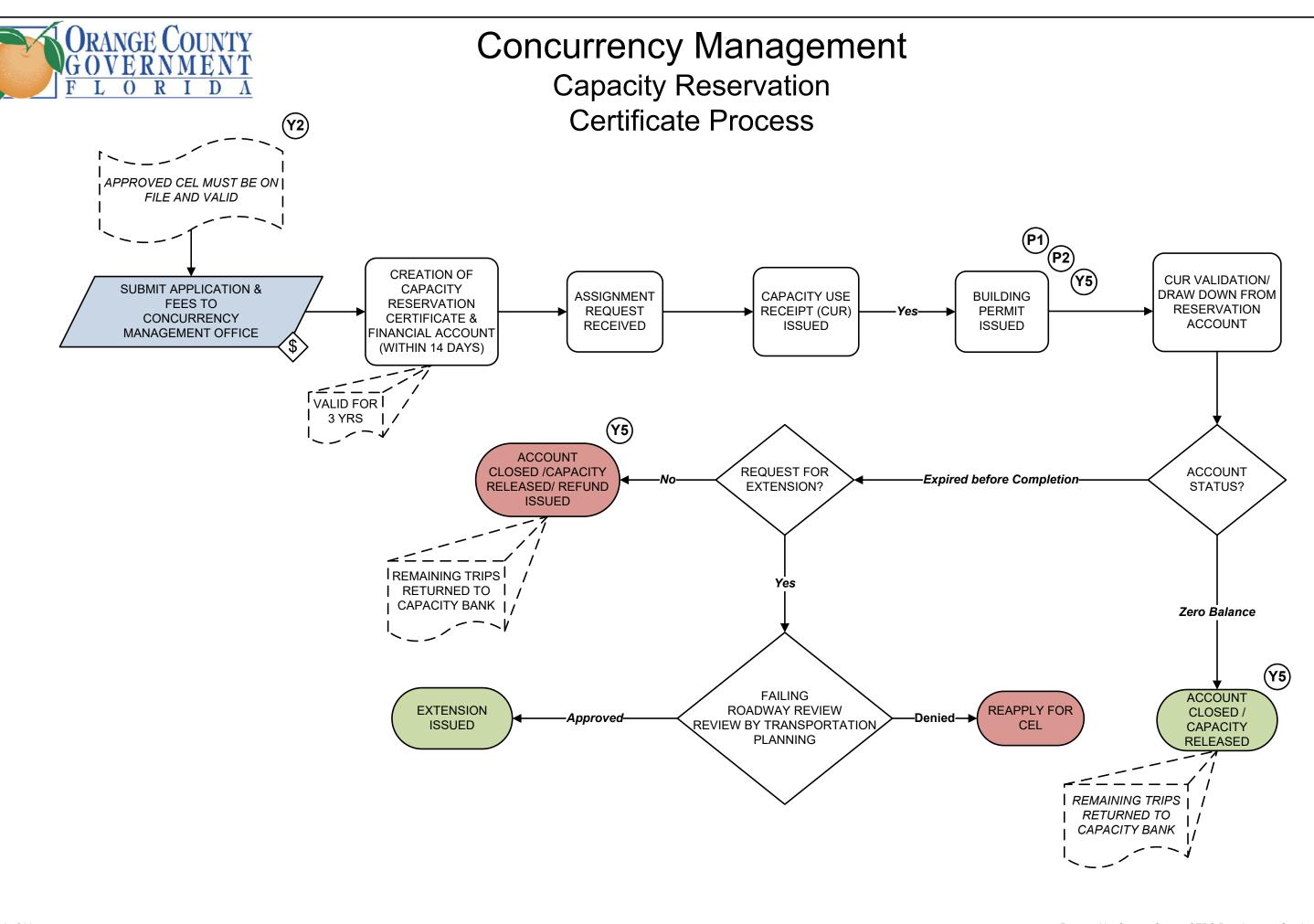


Concurrency Management

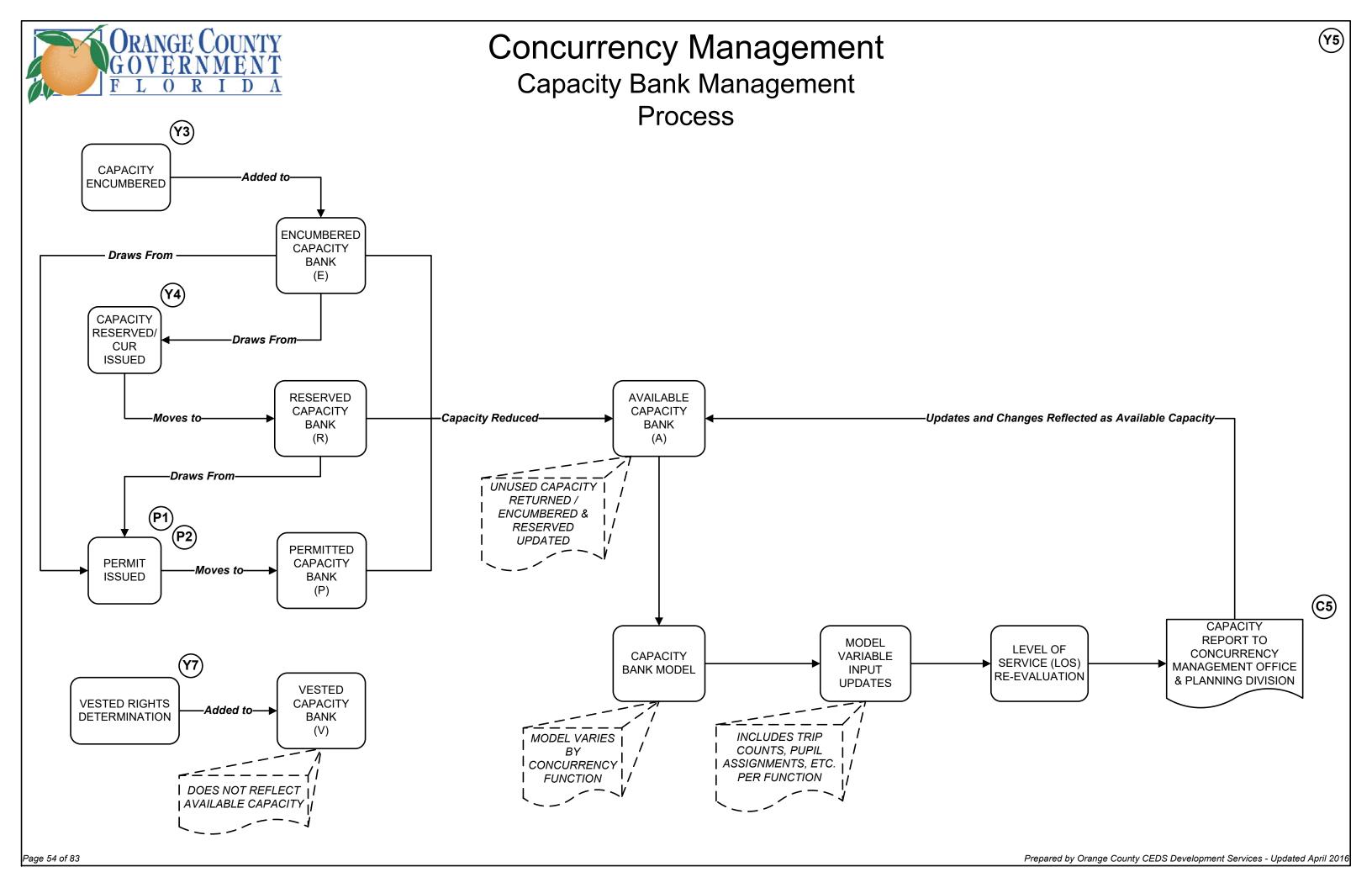
Capacity Encumbrance Process



Y3)



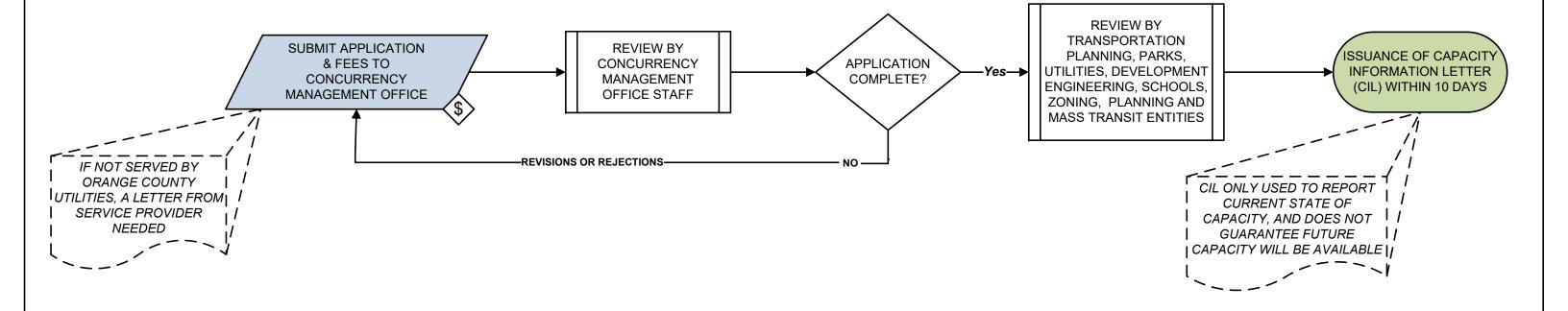
Y4)





Concurrency Management Capacity Information Letter Process

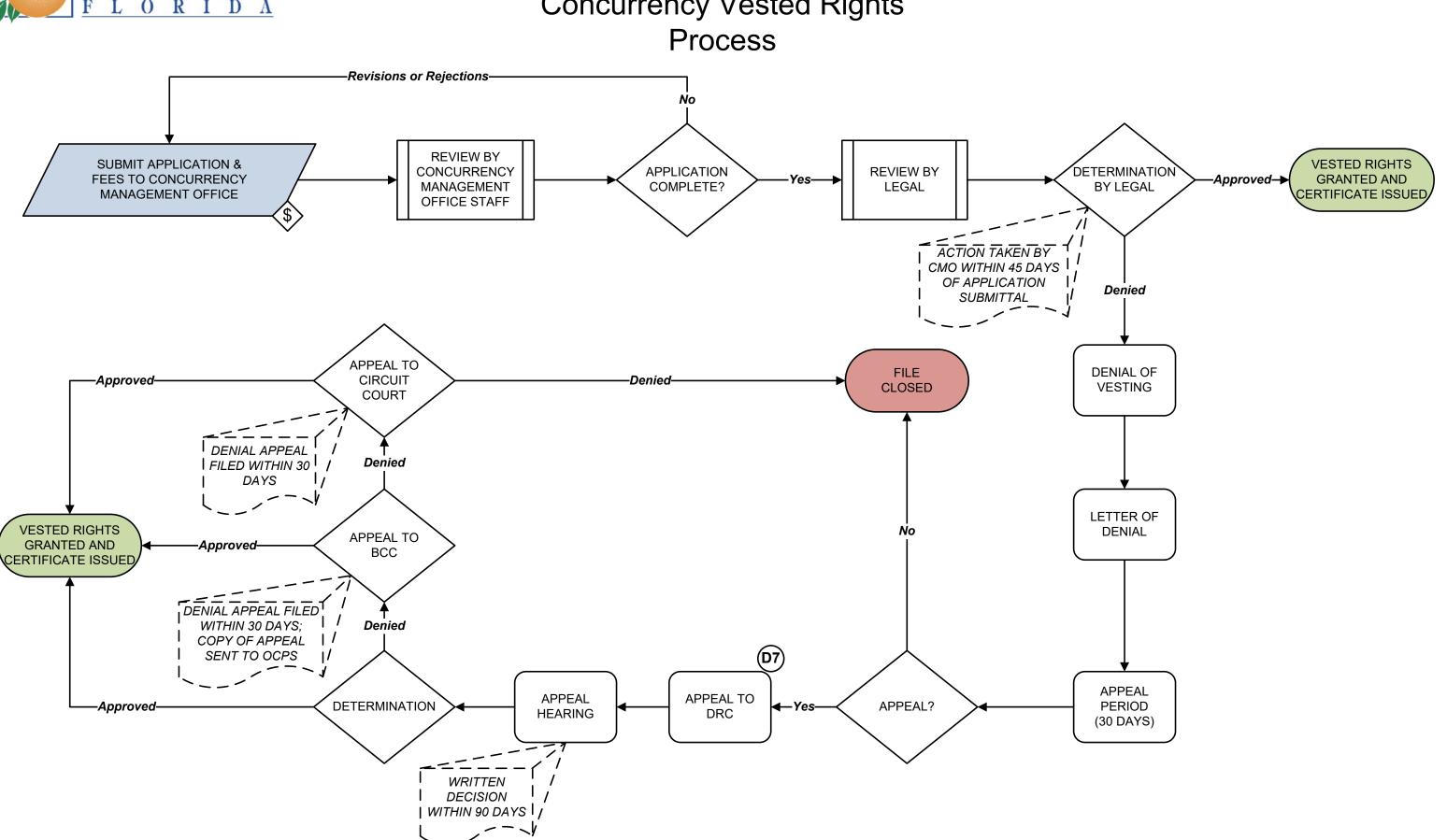






Concurrency Management

Concurrency Vested Rights

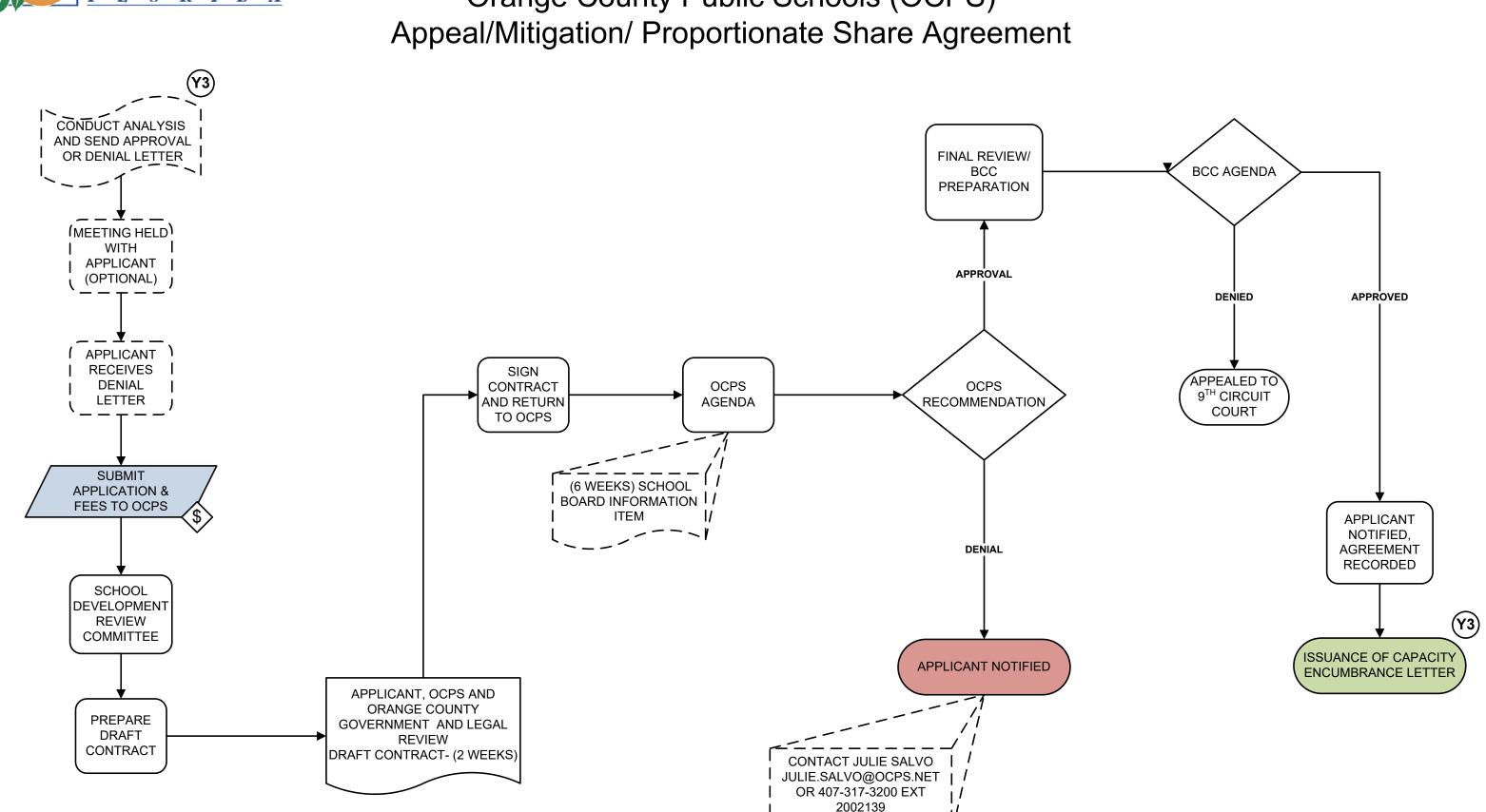


(Y7)

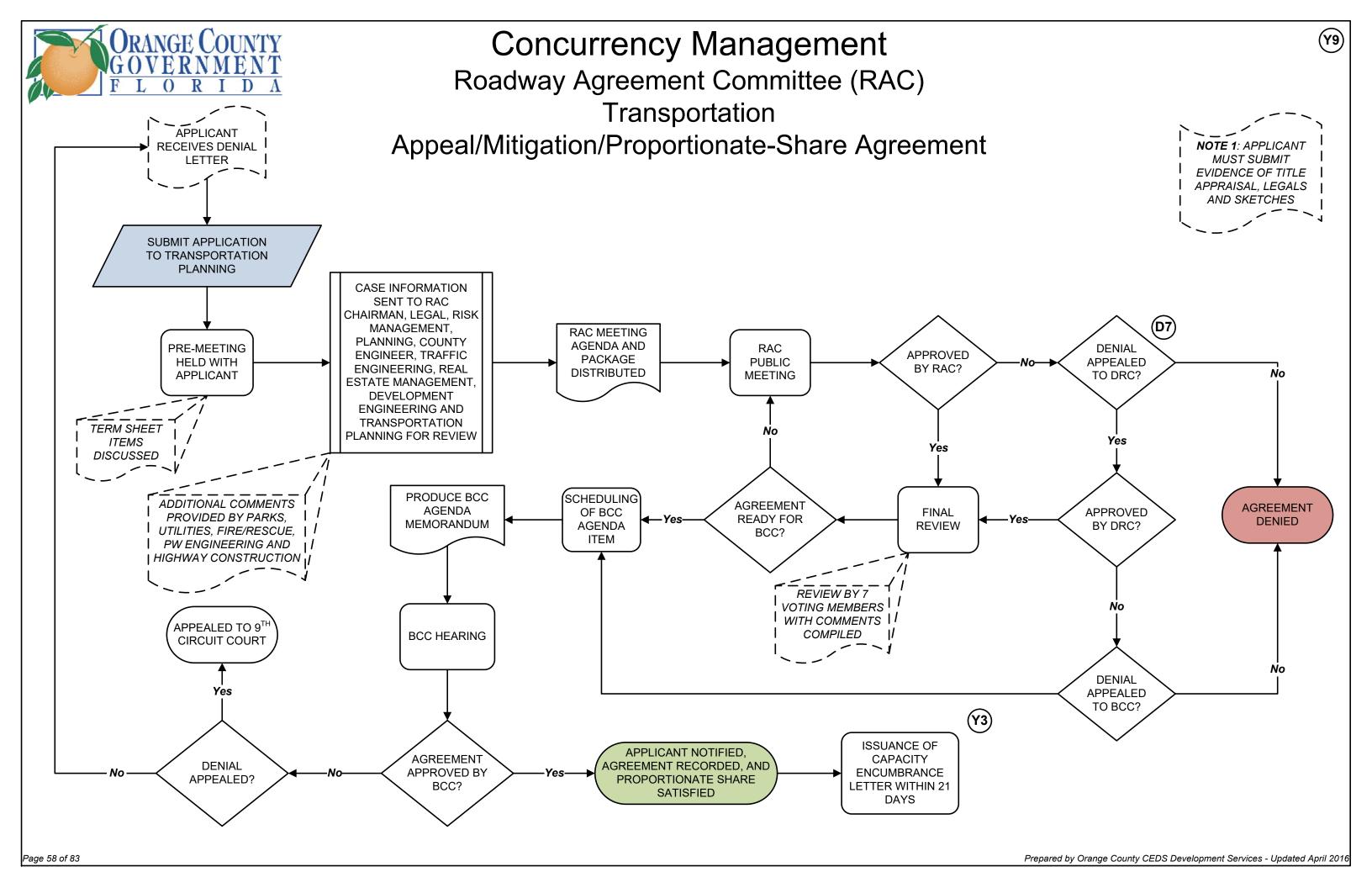


Concurrency Management

Orange County Public Schools (OCPS)



(Y8)



(11) Impact Fees NOTE 1: IF APPLICANT REPLACES A MOBILE HOME OR MULTI-FAMILY WITH A SINGLE FAMILY RESIDENTIAL, THEY WILL GET CREDITS BASED ON PREVIOUS USE BUT NOT TO EXCEED THE DOLLAR AMOUNT THAT THE PRIOR LAND USE WILL BE CHARGED TODAY, AND THEY WILL BE REQUIRED TO PAY Residential Impact Fee THE DIFFERENCE OF THE IMPACT FEES AT ISSUANCE OF THE BUILDING PERMIT. NOTE 2 - RESIDENTIAL FEE DEFERRAL AVAILABILITY - ONLY APPLICABLE TO: * SINGLE FAMILY RESIDENTIAL OR DUPLEXES - ALL FEES TO CO **Determination** * MOBILE HOME – LAW ONLY TO CO * MULTI-FAMILY - RESIDENTIAL OVER \$1M - TRANSPORTATION TO CO, LAW & FIRE TO PRE-POWER * MULTI-FAMILY – PARKS - ONLY FOR CERTIFIED AFFORDABLE HOUSING TO PRE-POWER AIF REQUEST MUST BE NOTE 3: LIEN OPTION ONLY AVAILABLE FOR MULTI-FAMILY OVER \$1M MADE PRIOR TO BUILDING PERMIT ISSUANCE (19 AS PART OF THE PERMIT PROCESS. NEW REPLACEMEN³ IMPACT FEES PAY UNDER **DETERMINATION** DETERMINATION . **IMPACT FEES ARE** DEVELOPMENT STRUCTURE? **CALCULATED** PROTEST? APPEALED? ACCEPTED? **ASSESSED** IMPACT FEES **Appealed** Yes ASSESSED FOR TRANSPORTATION. (D7) LAW DRC ENFORCEMENT. **IMPACT FEES** No **REMOVED ALL FEES** NO FEES FIRE, PARKS & DETERMINATION - Yes PAID/PERMIT **AFTER 1983? ASSESSED ASSESSED** RECREATION AND ACCEPTED? **ISSUED** SCHOOLS IF YES, CREDITS IMPACT FEES NOT Appealed APPLIED FOR Yes ASSESSED UNLESS TRANSPORTATION. | / ADDITIONAL DWELLING (P5) **FEES** FIRE. LAW **IMPACT FEES UNITS ARE CREATED** DEFFERED? PAID SCHOOL AND BCC (NOTE 2) ON SITE PARKS & DETERMINATION - Yes JAN 1, 1993? **RECREATION** ACCEPTED? FEES ASSESSED (P2) SCHOOL ONLY, Appealed TRANSPORTATION, ORIGINAL DWELLING UNIT ON SITE LIEN FIRE, LAW IMPACT **PERMIT** JAN 1, 1993 OR THEREAFTER **PROCESSED** APPEAL TO **ISSUED** Yes (NOTE 3) CIRCUIT **COURT** (P2) **ONLY PARKS & PERMIT** NO IMPACT FEES **AFTER CERTIFICATE OF IMPACT** RECREATION **ISSUED FEES ASSESSED** JAN 1, 2006? **FEES OCCUPANCY REVISED CALCULATED** (IF NEEDED) (P8) MUST BE DEMOLISHED AFTER 1/1/2006 TO RECEIVE PARKS & TRANSPORTATION, FIRE. **SATISFACTION** PRE-POWER*

SCHOOL, LAW ENFORCEMENT

IMPACT FEE CREDITS

OF LIEN

(OPTIONAL)

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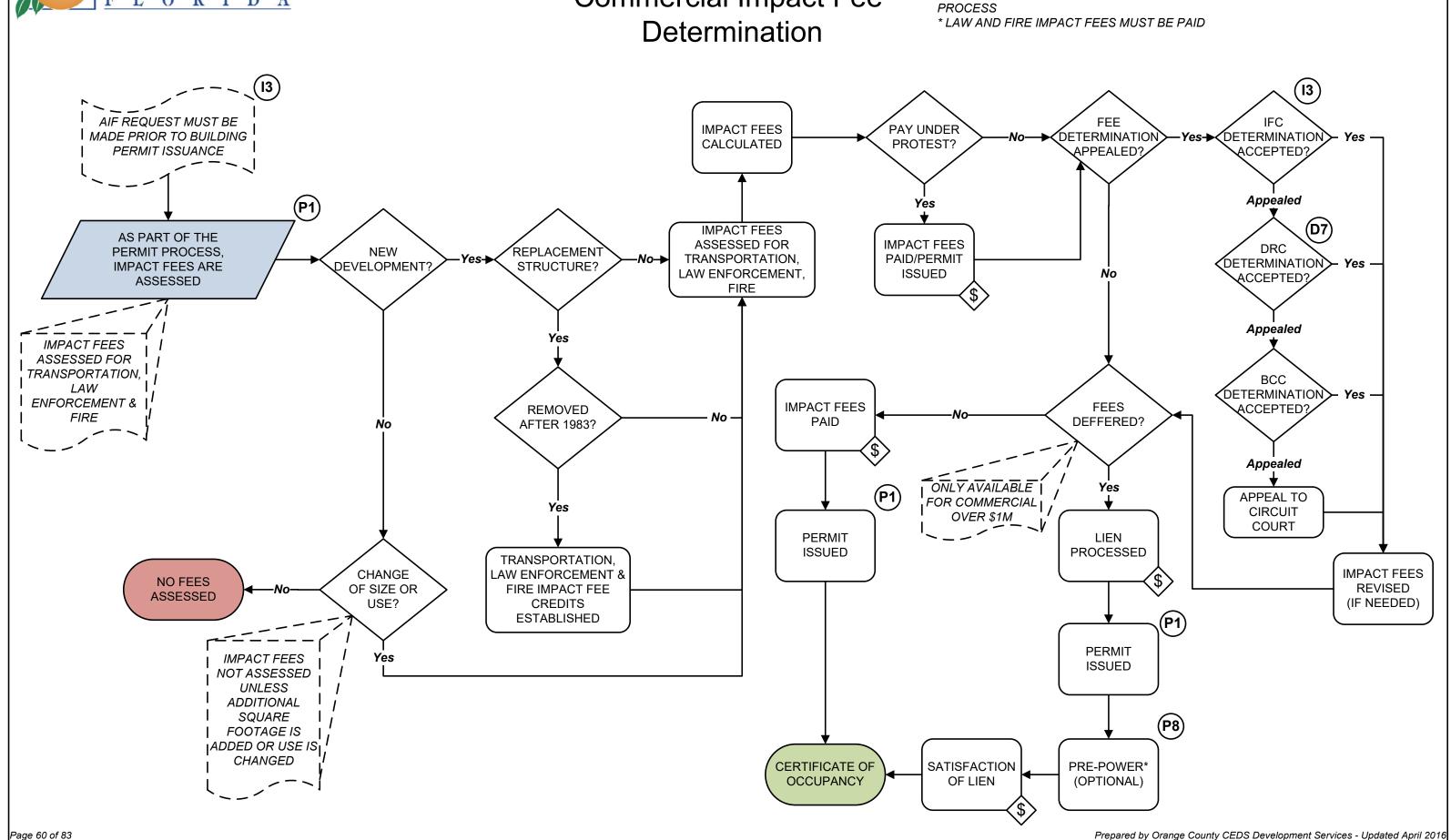
RECREATION CREDIT

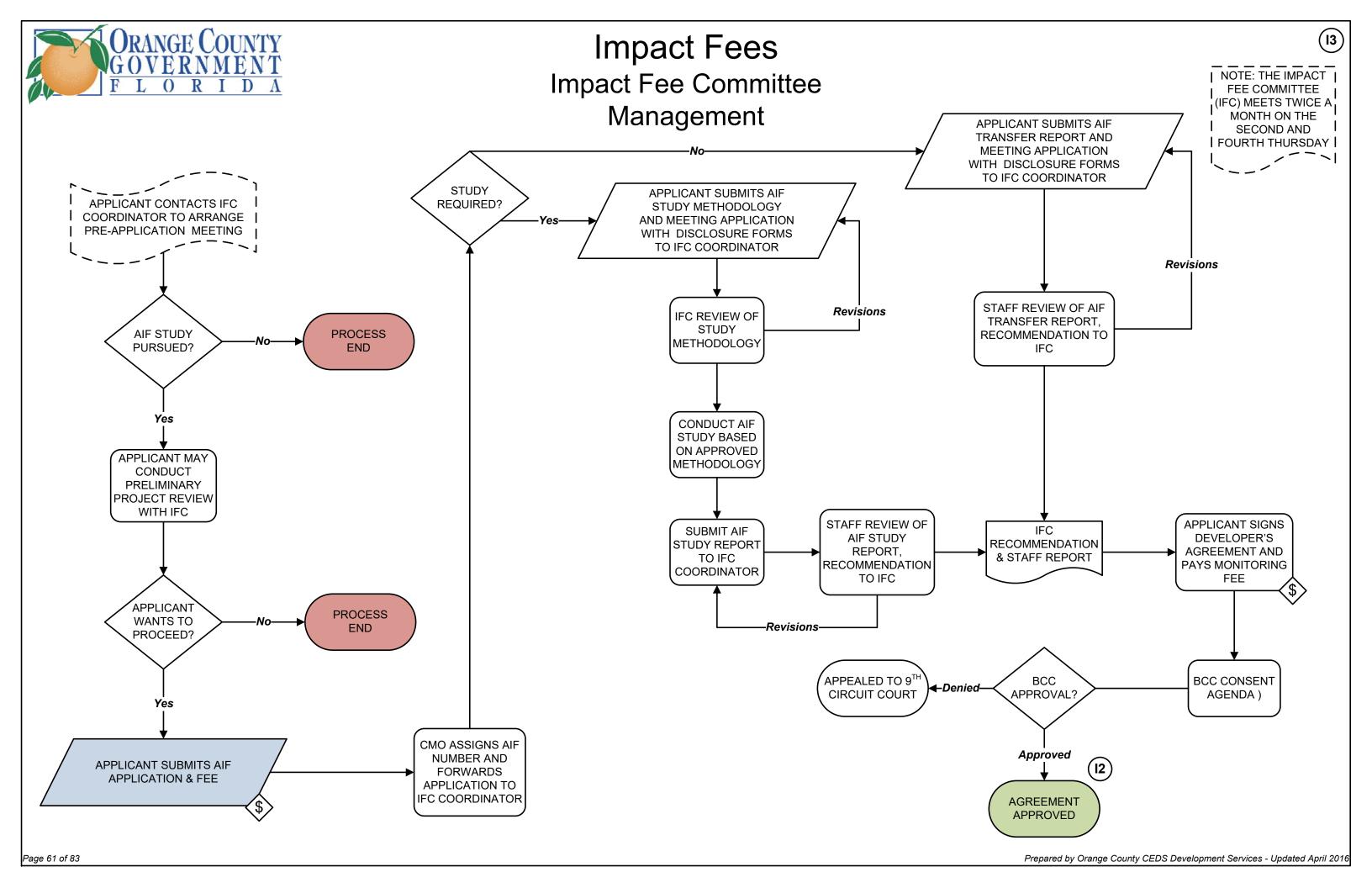
Page 1 of 1



Commercial Impact Fee

NOTE: MULTI-FAMILY RESIDENTIAL FOLLOWS THE COMMERCIAL PERMITTING PROCESS AND THE RESIDENTIAL IMPACT FEE ASSESSMENT (12)





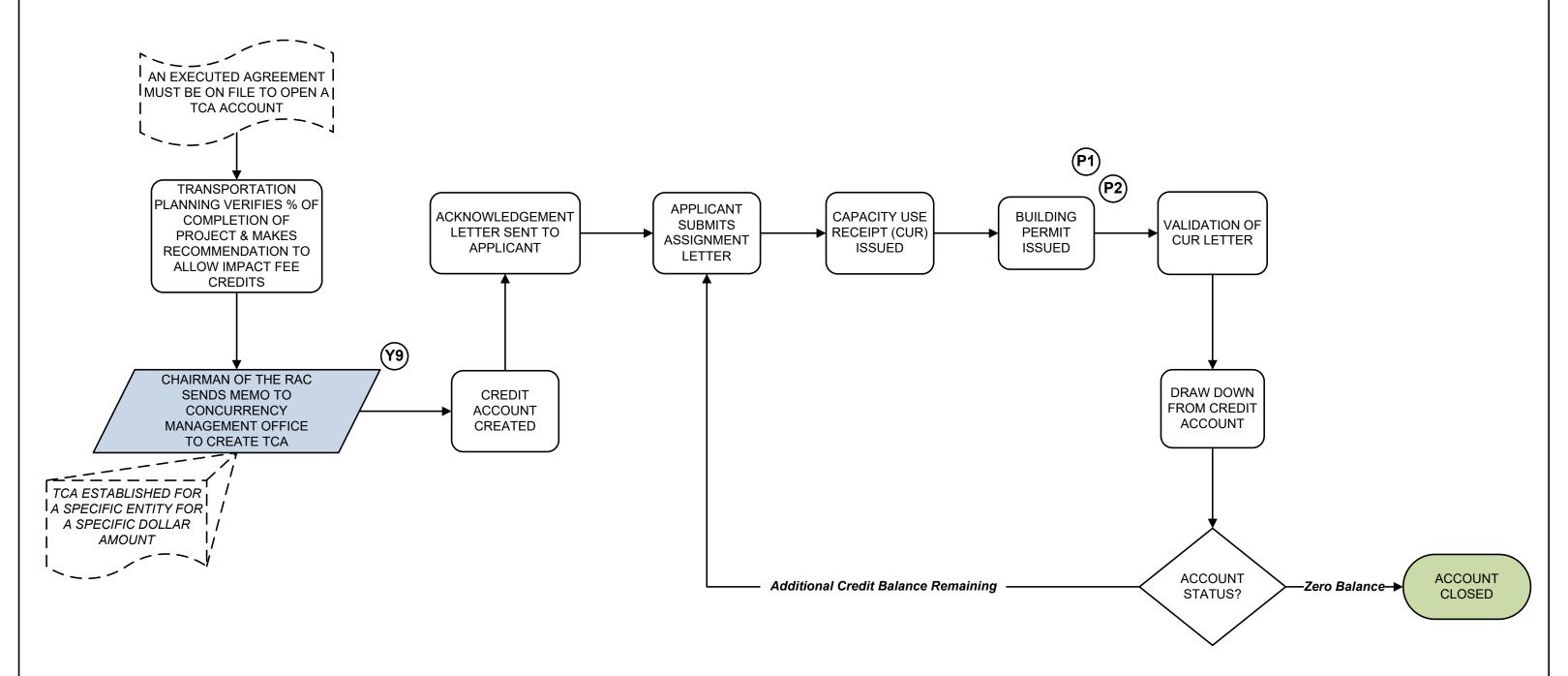




Transportation Credit Account (TCA) Management

NOTE: CREDITS ARE NOT SPECIFIC TO A PROJECT AND CAN BE USED ANYWHERE WITHIN A PARTICULAR IMPACT FEE ZONE BASED ON THE DEVELOPERS AGREEMENT.

NOTE: THE TCA CAN HAVE MORE THAN ONE MEMORANDUM FROM THE RAC ASSIGNING ADDITIONAL FUNDS.

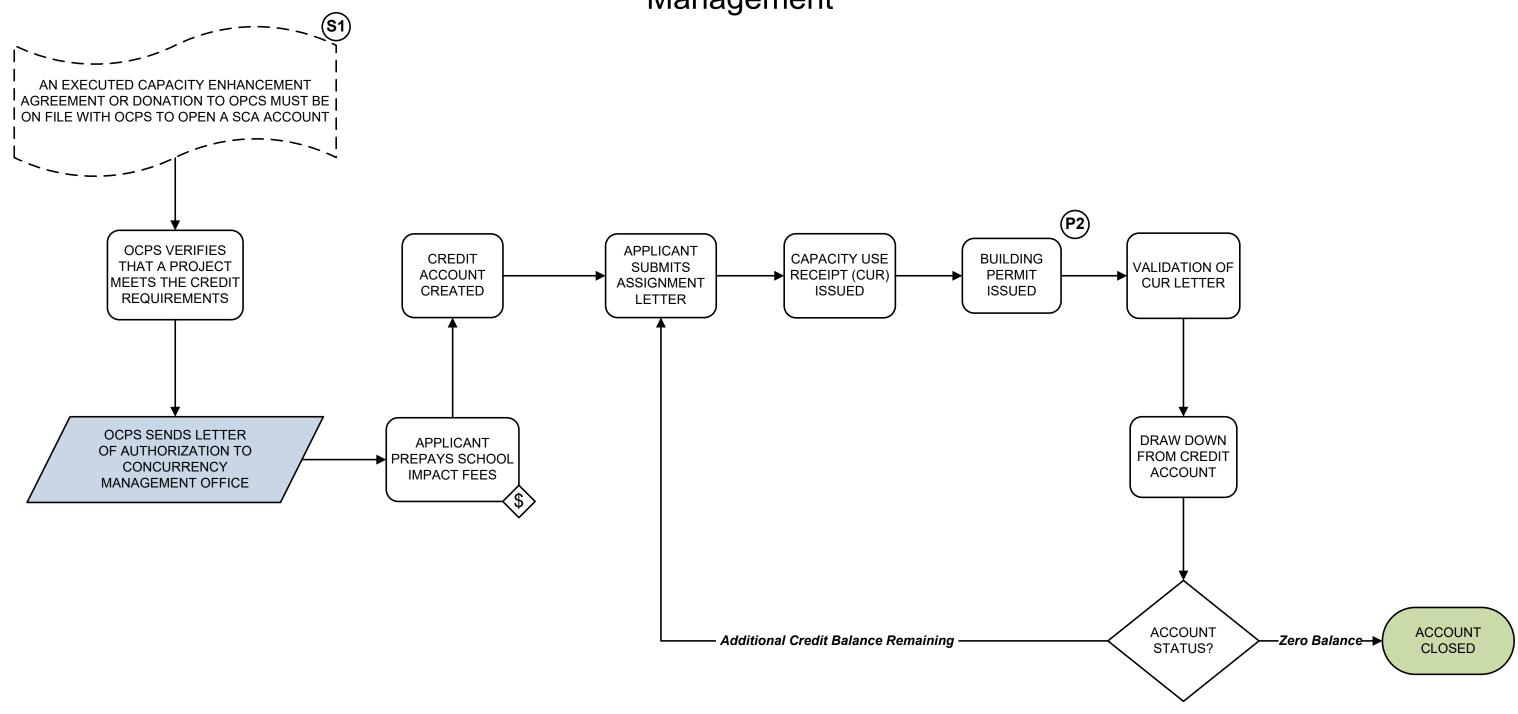


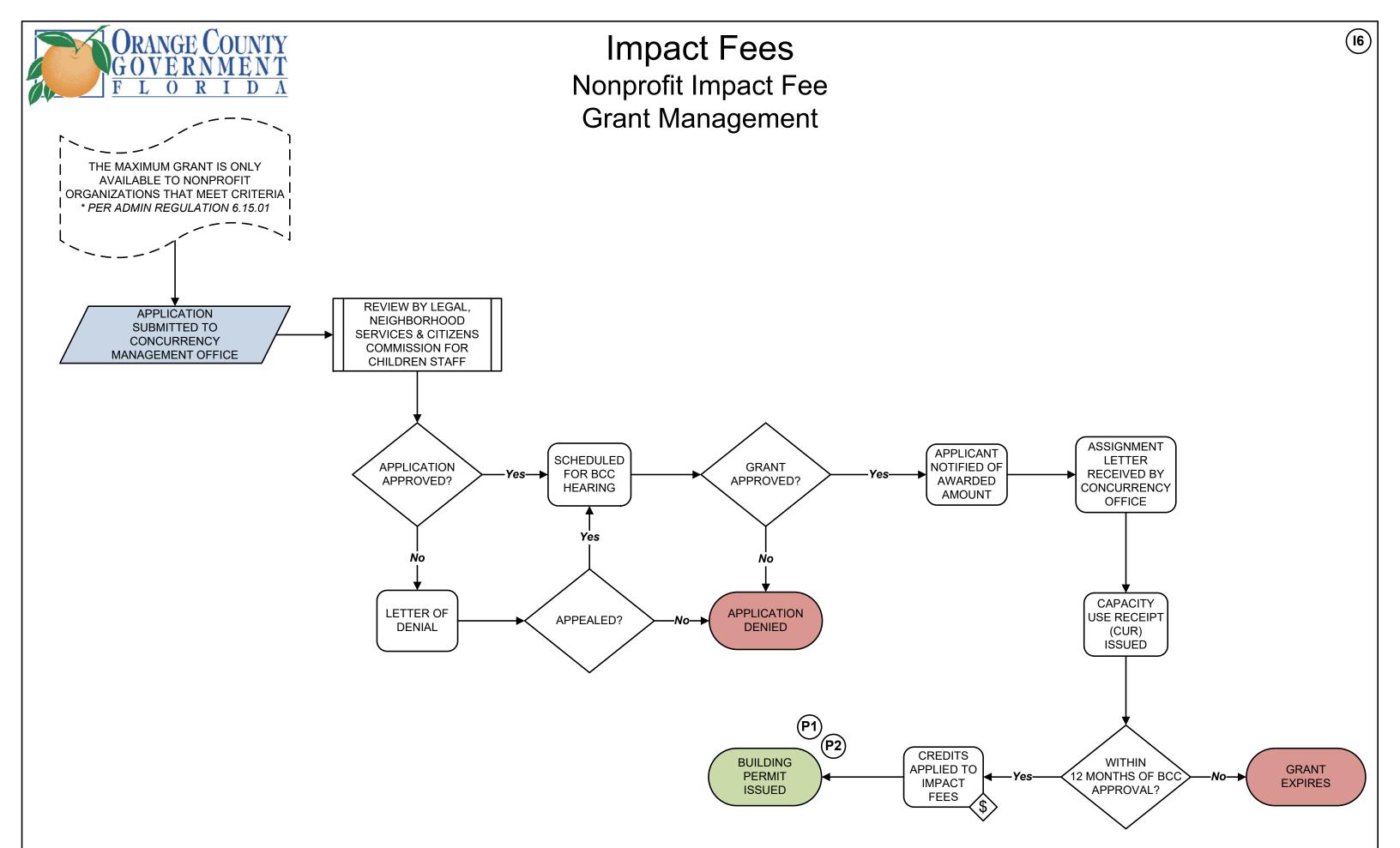


(15)

School Credit Account (SCA)
Management

NOTE: CREDITS ARE SPECIFIC TO PARTICULAR PARCEL ID'S.

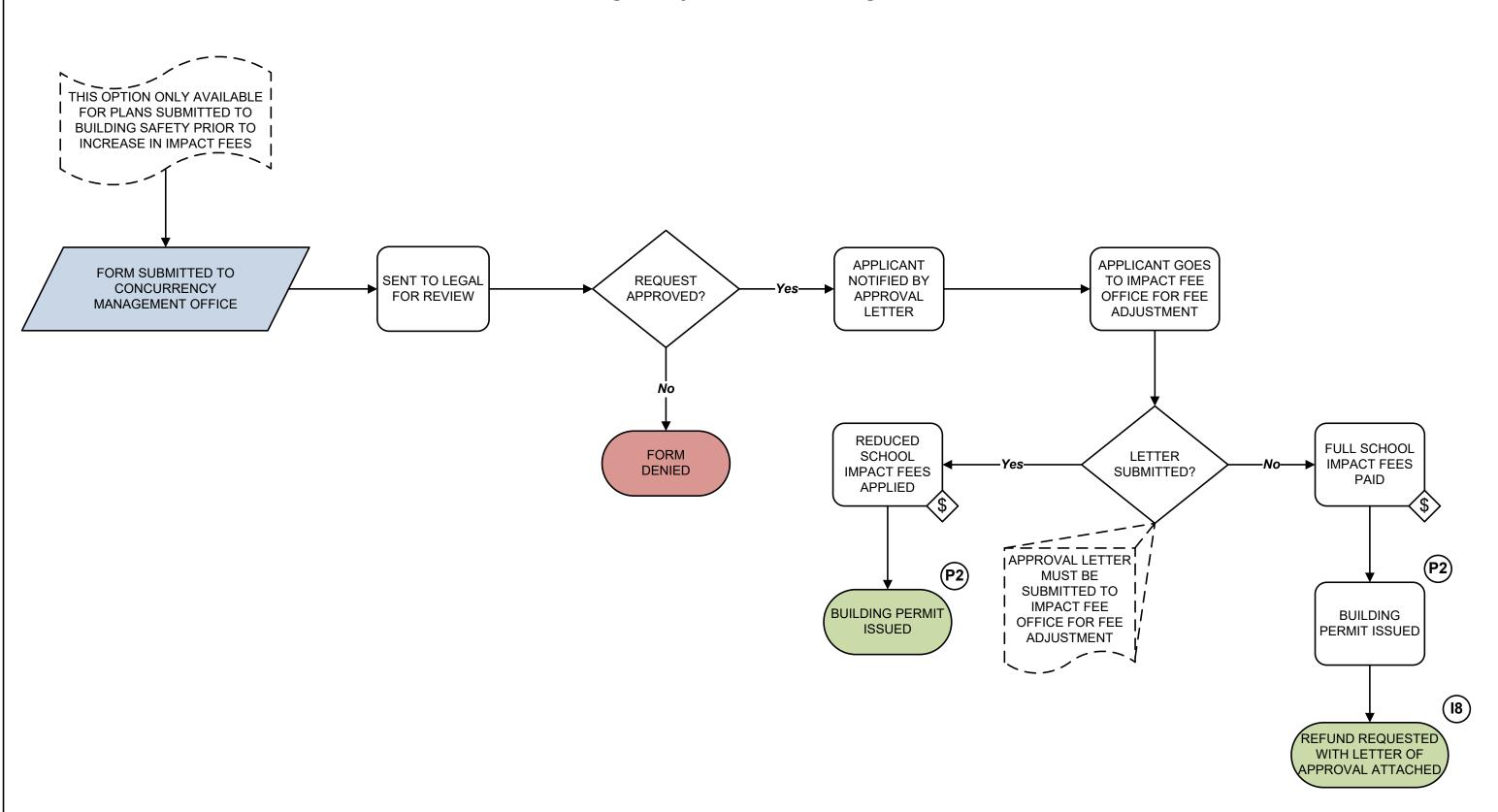






17

School Impact Fee Eligibility Form Management





Impact Fees Impact Fee Refund Determination

BASED ON ORANGE COUNTY CODE CHAPTER 23:

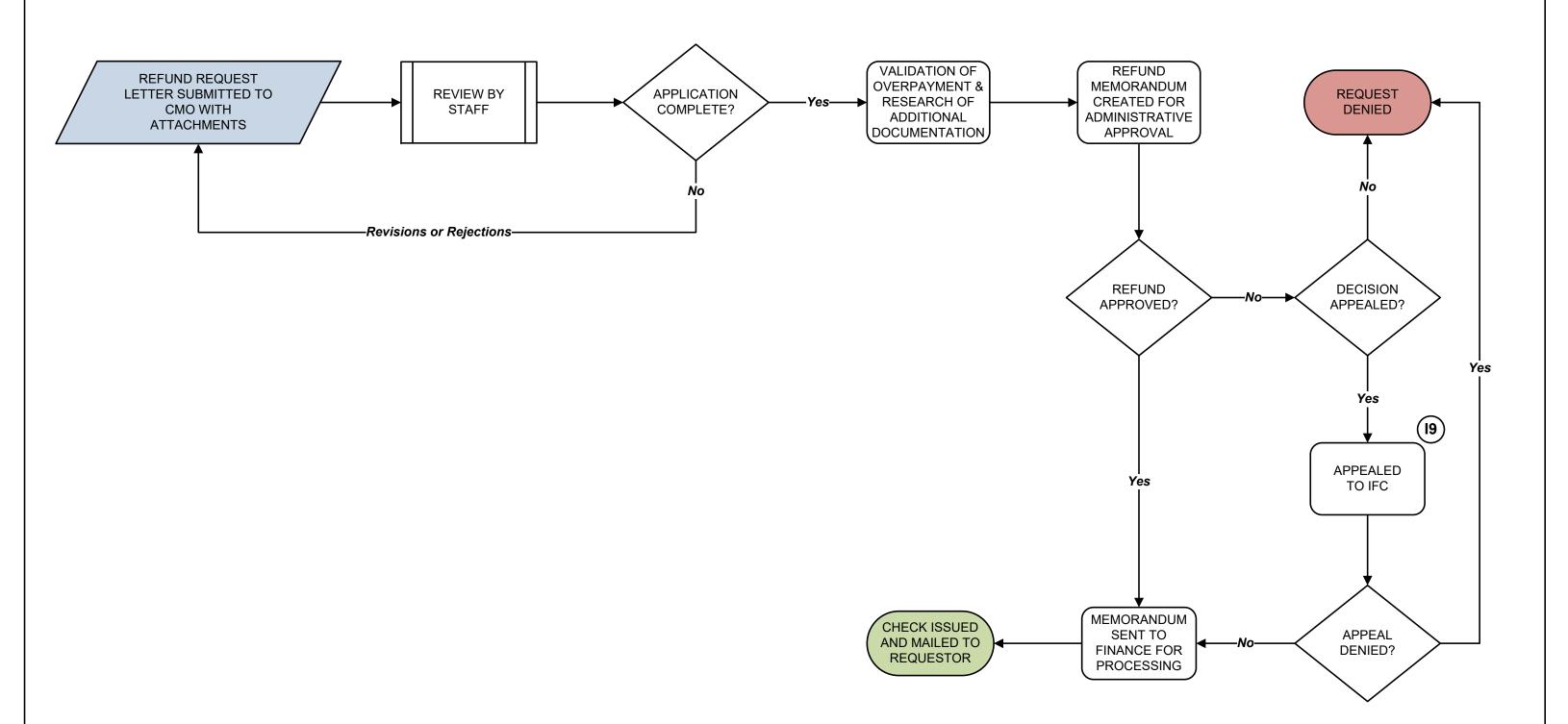
(18)

ROAD SEC. 23-97

LAW SEC. 23-33 FIRE SEC. 23-63

PARKS SEC. 23-184

SCHOOLS SEC. 23-143 & INTERLOCAL AGREEMENT

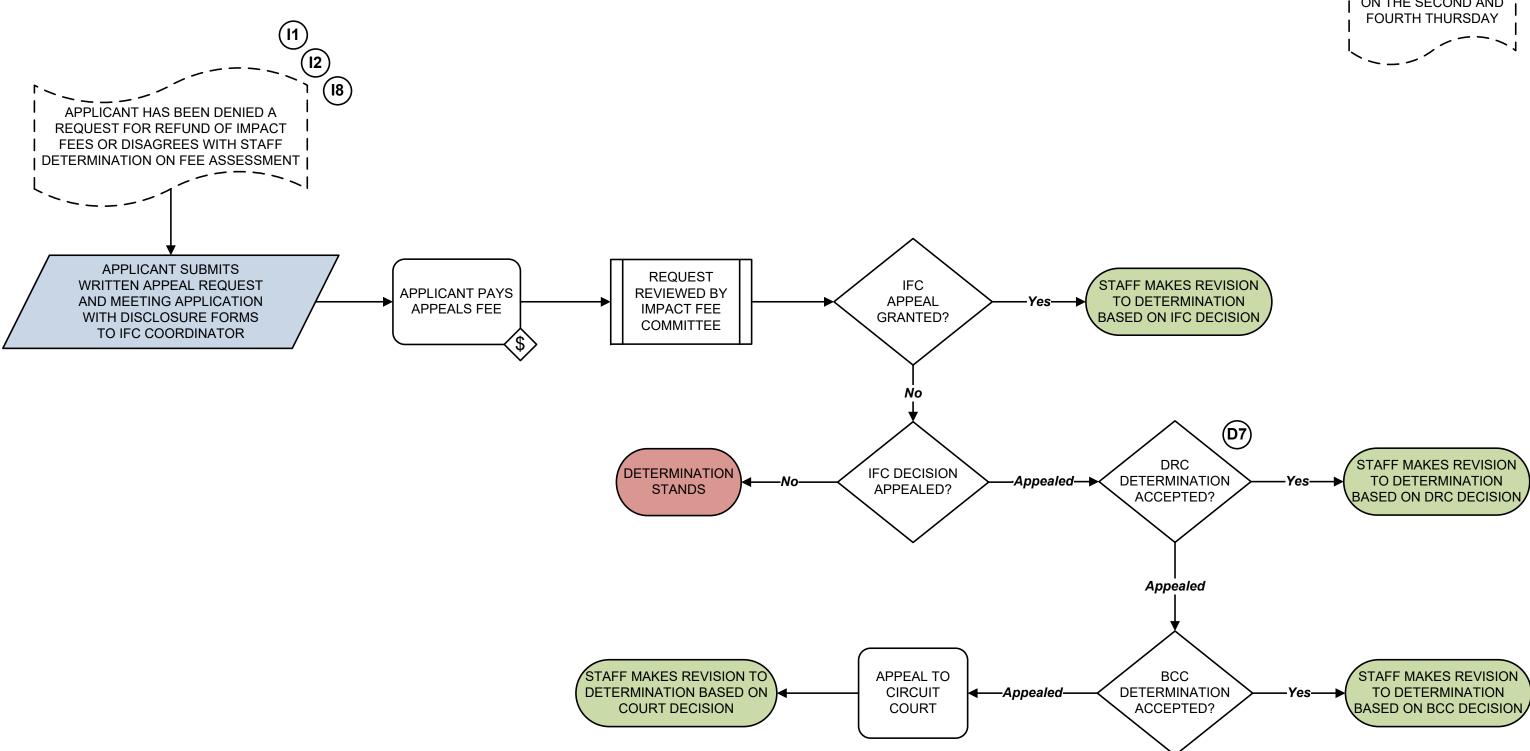


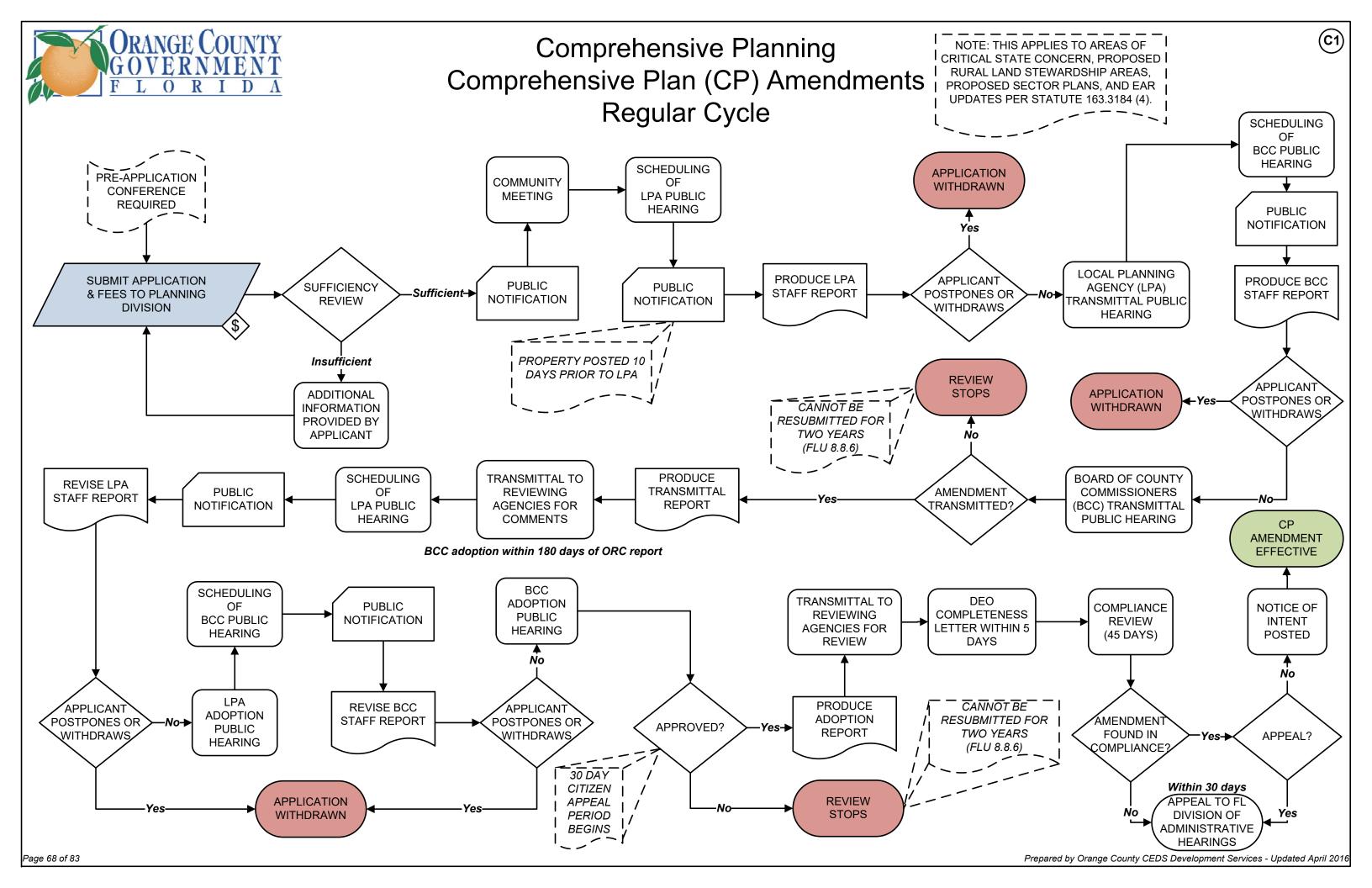


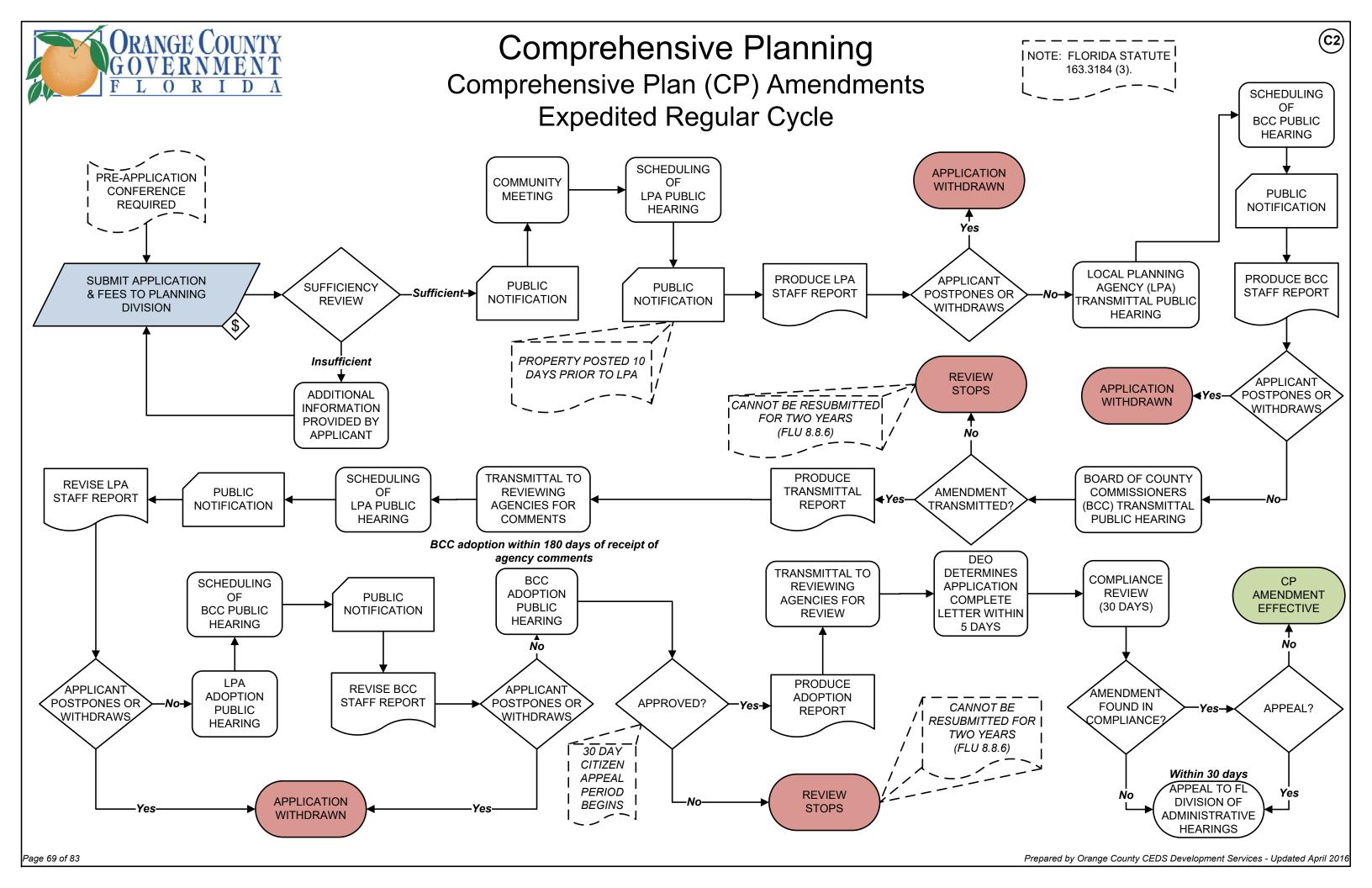
Appeal of Impact Fee Determination

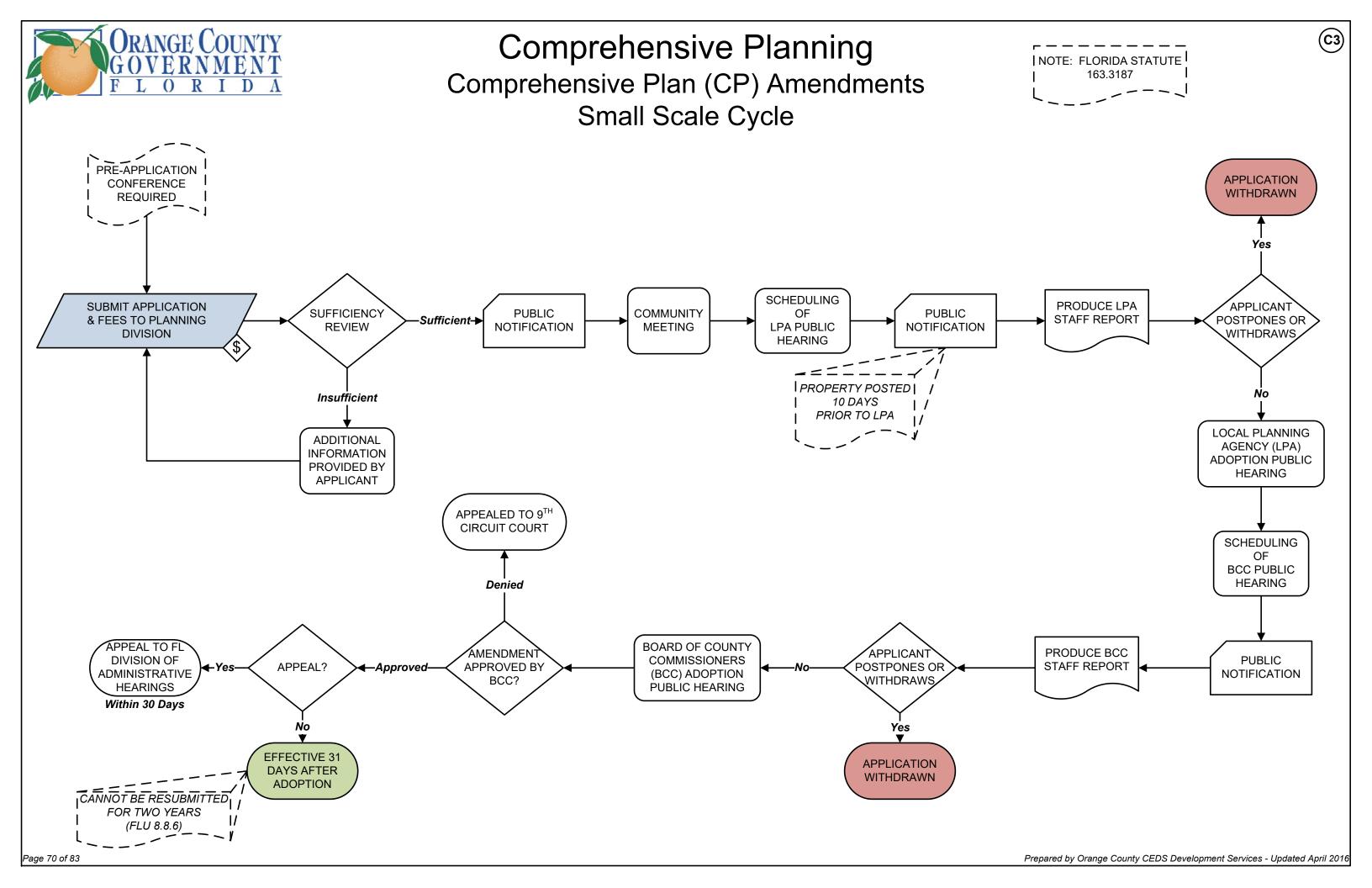
NOTE: THE IMPACT FEE
COMMITTEE (IFC)
MEETS TWICE A MONTH
ON THE SECOND AND
FOURTH THURSDAY

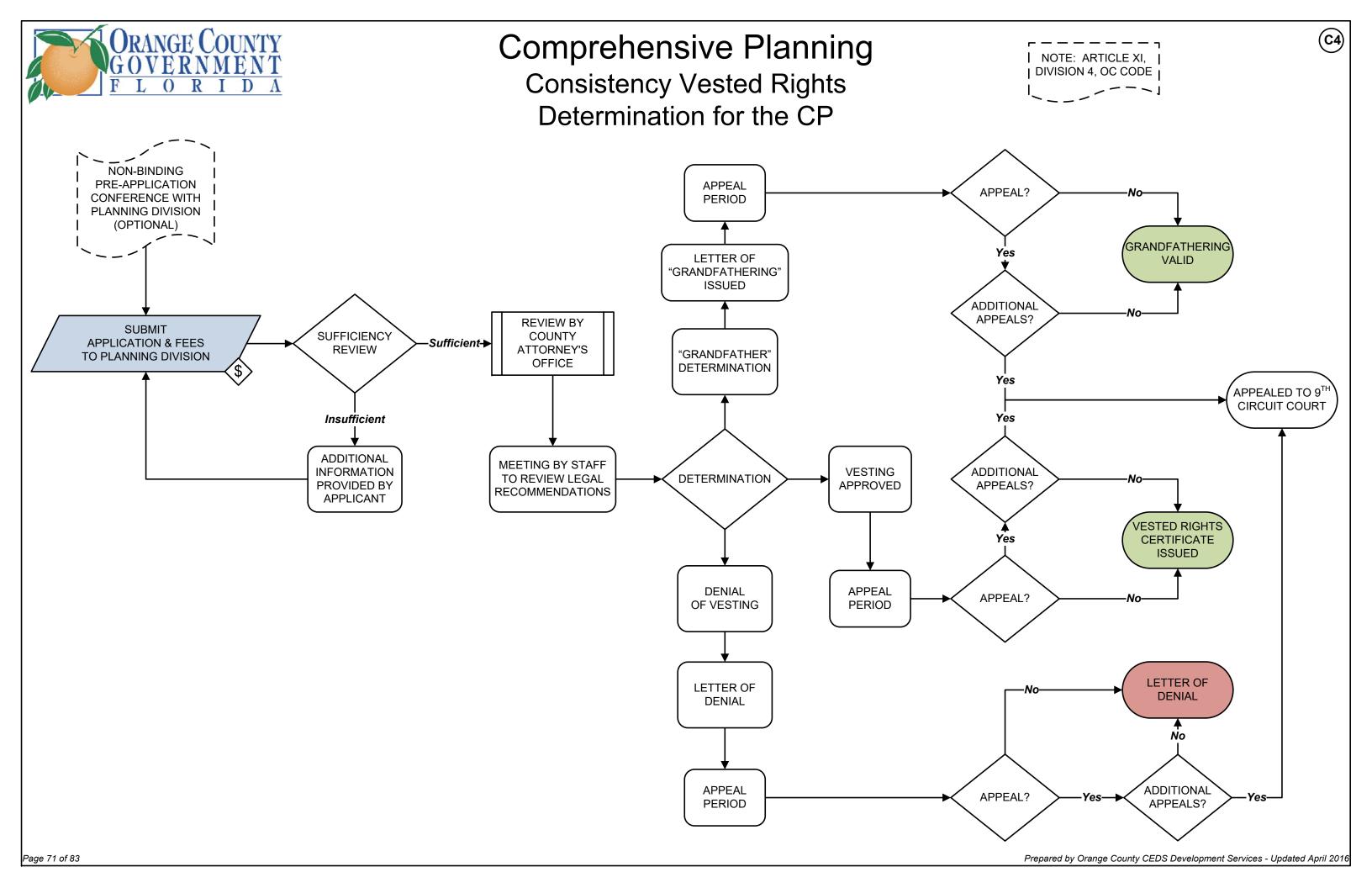
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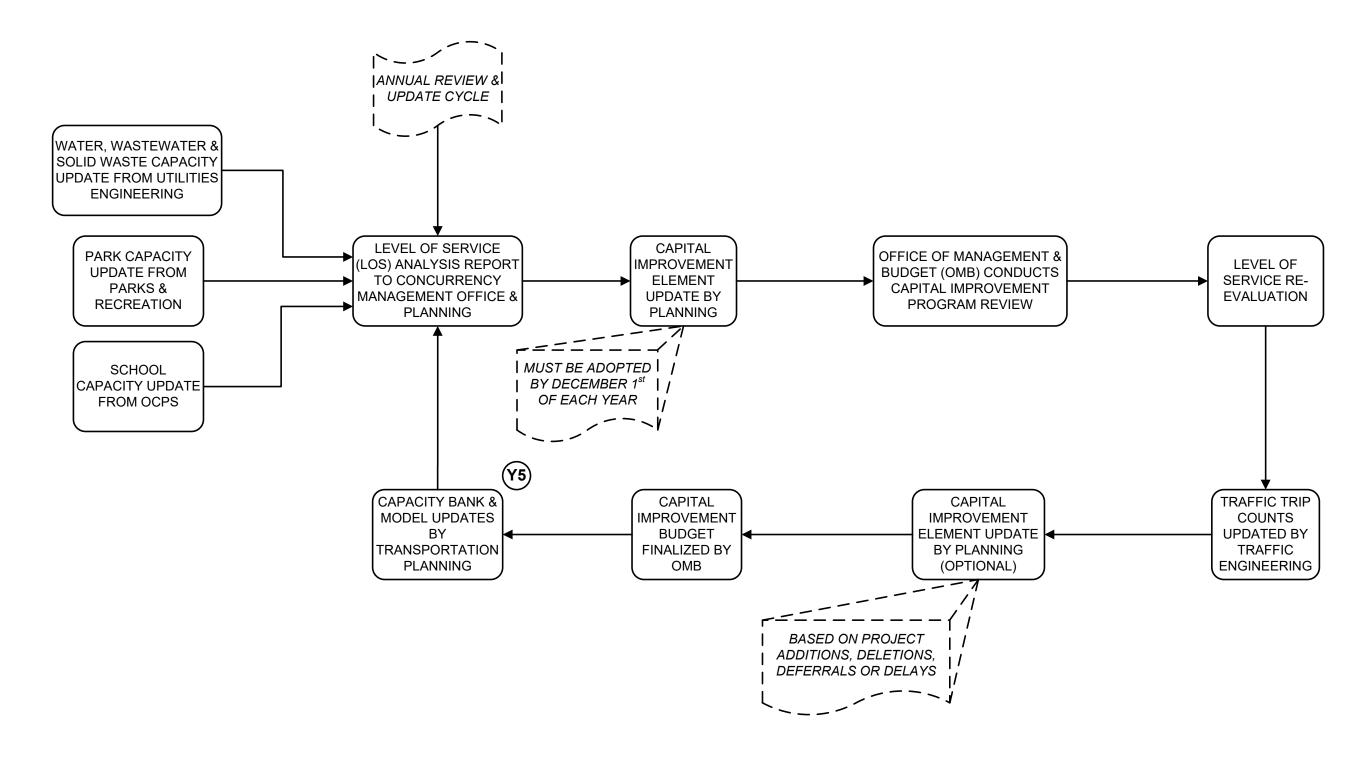




Comprehensive Planning



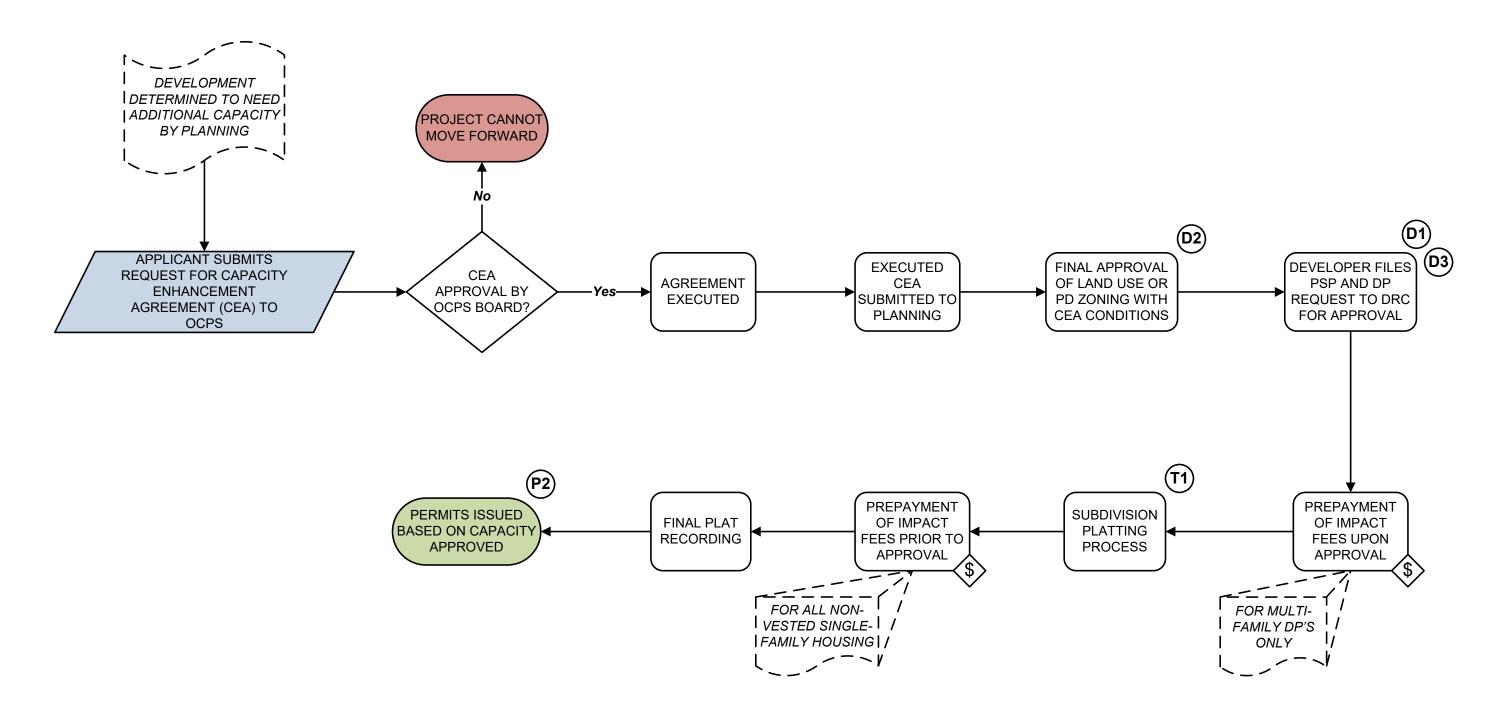
Capital Improvement Element Management





School Capacity Capacity Enhancement Agreement Process



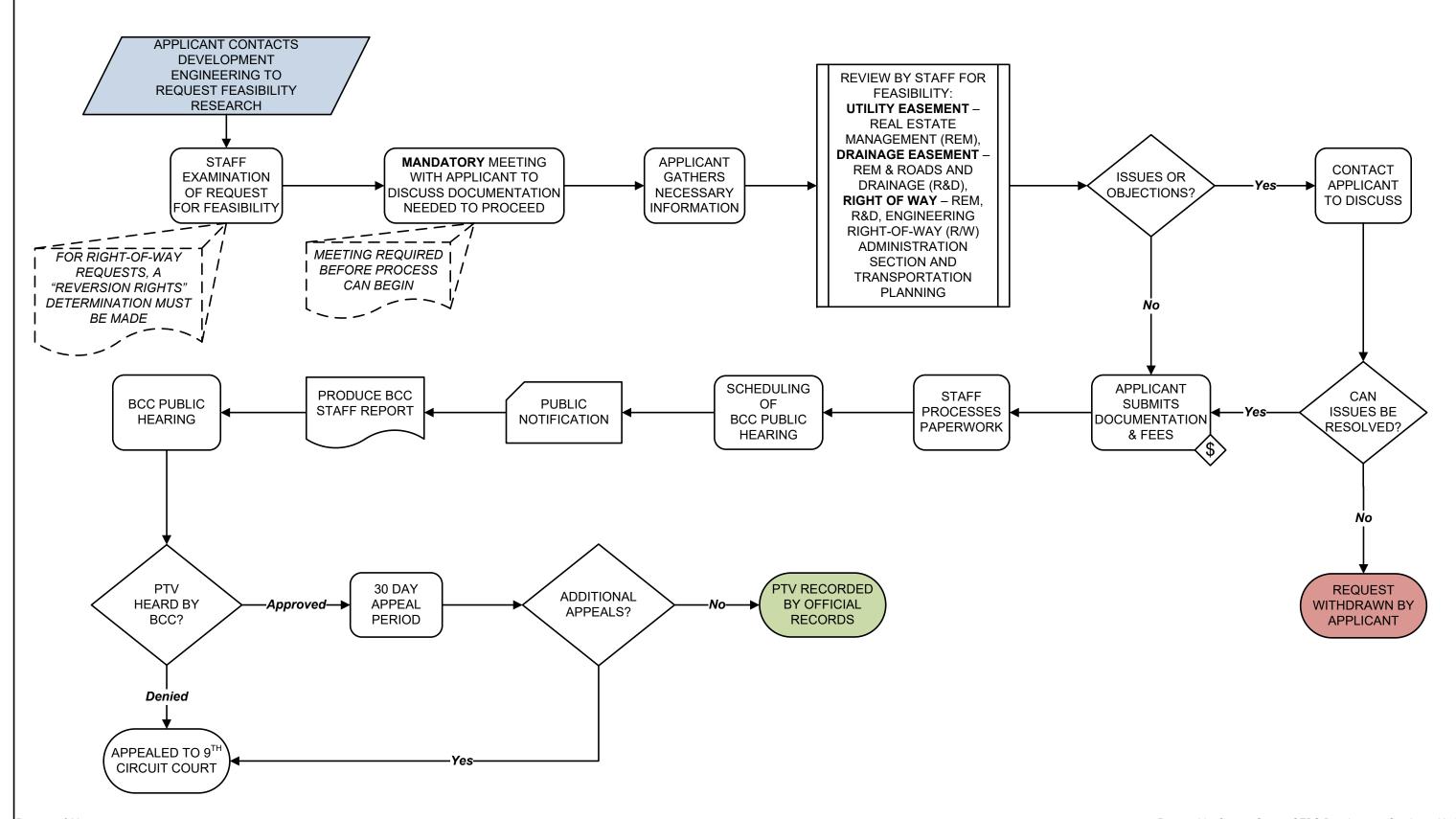


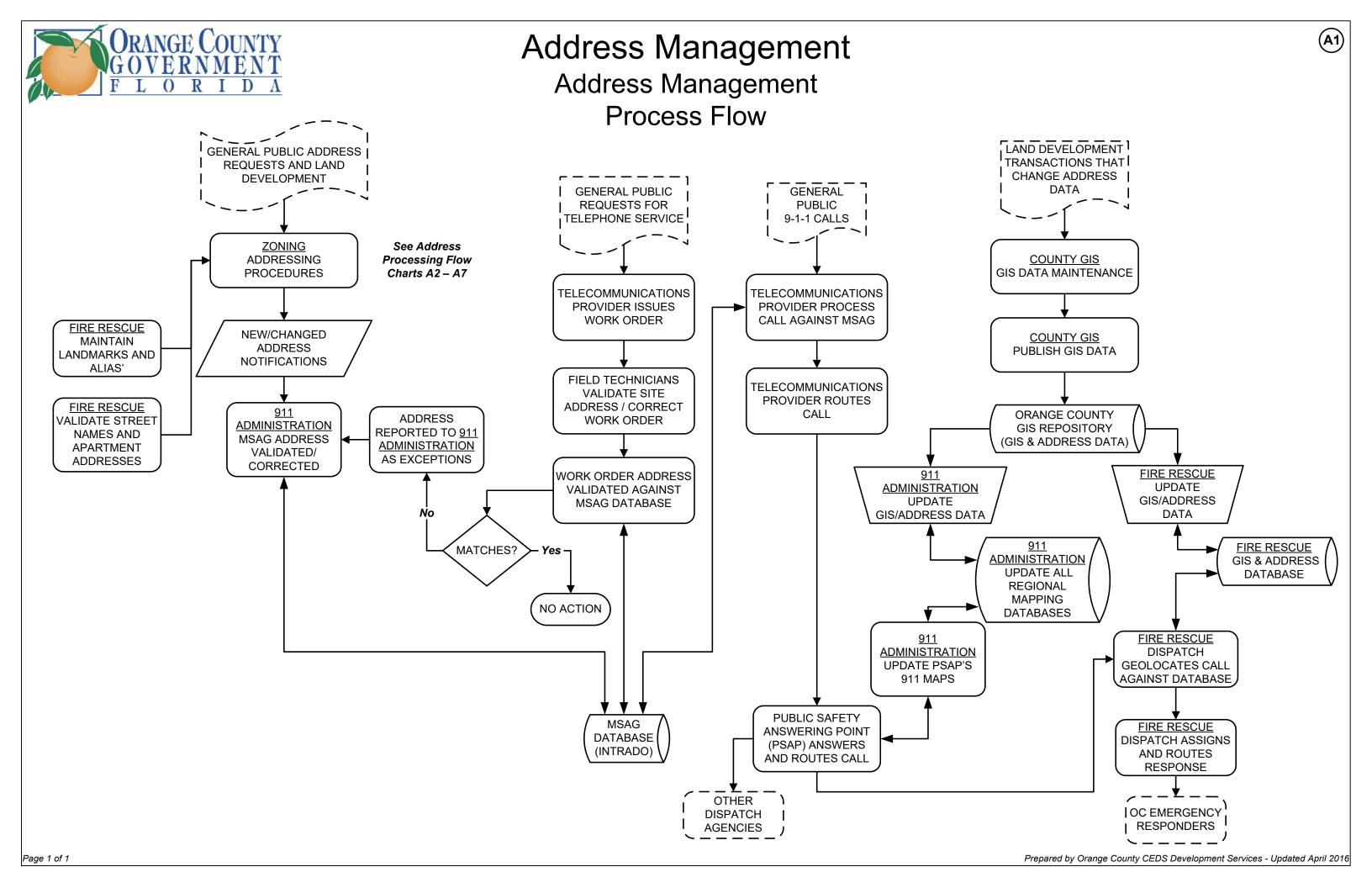


Vacations

(V1)

Petition to Vacate (PTV) Process



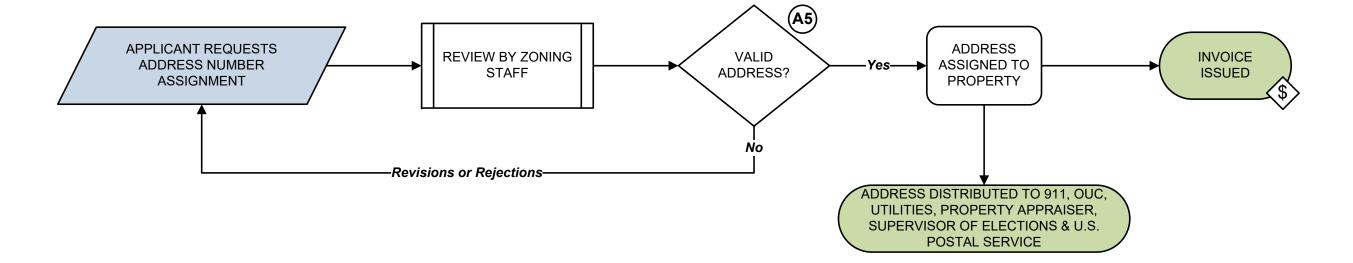




Address Management Individual Address



Assignment Process

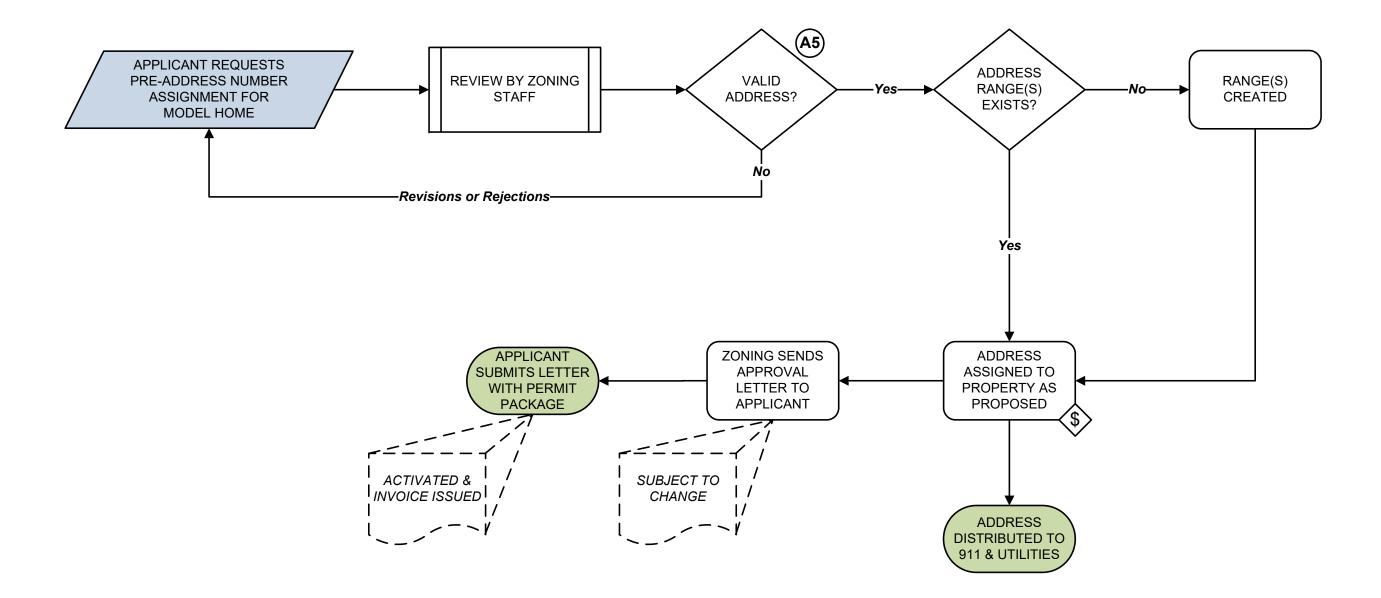




Address Management Model Home



Assignment Process

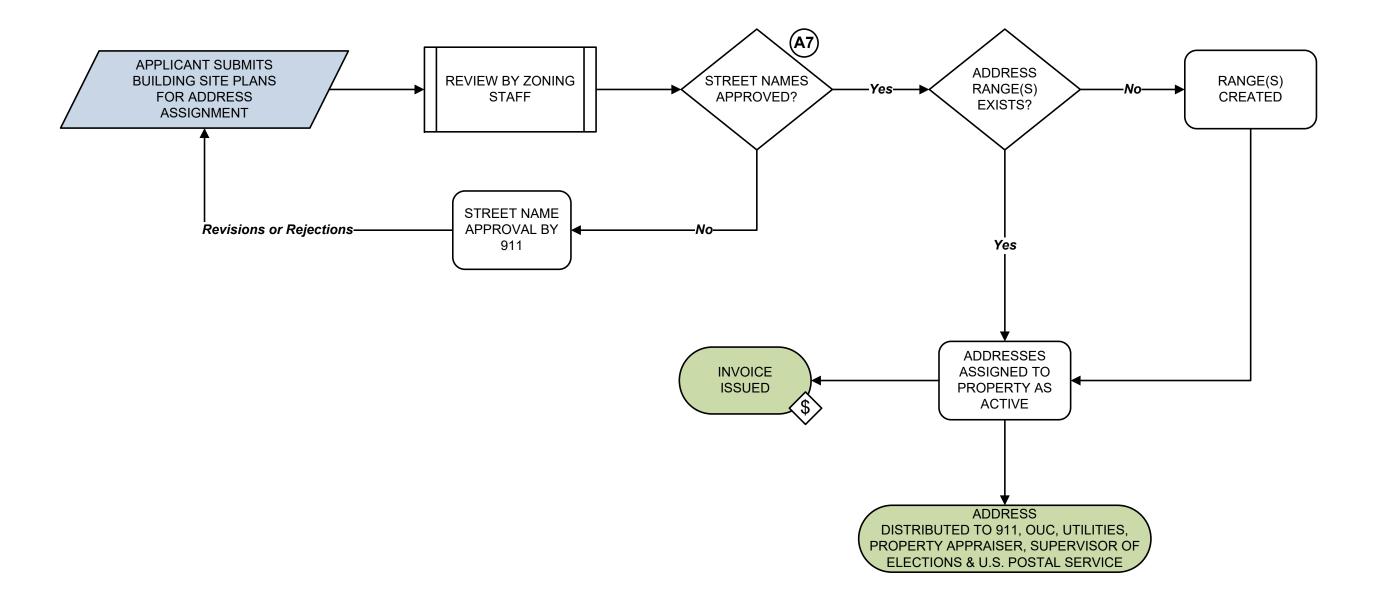




Address Management



Commercial Development Assignment Process

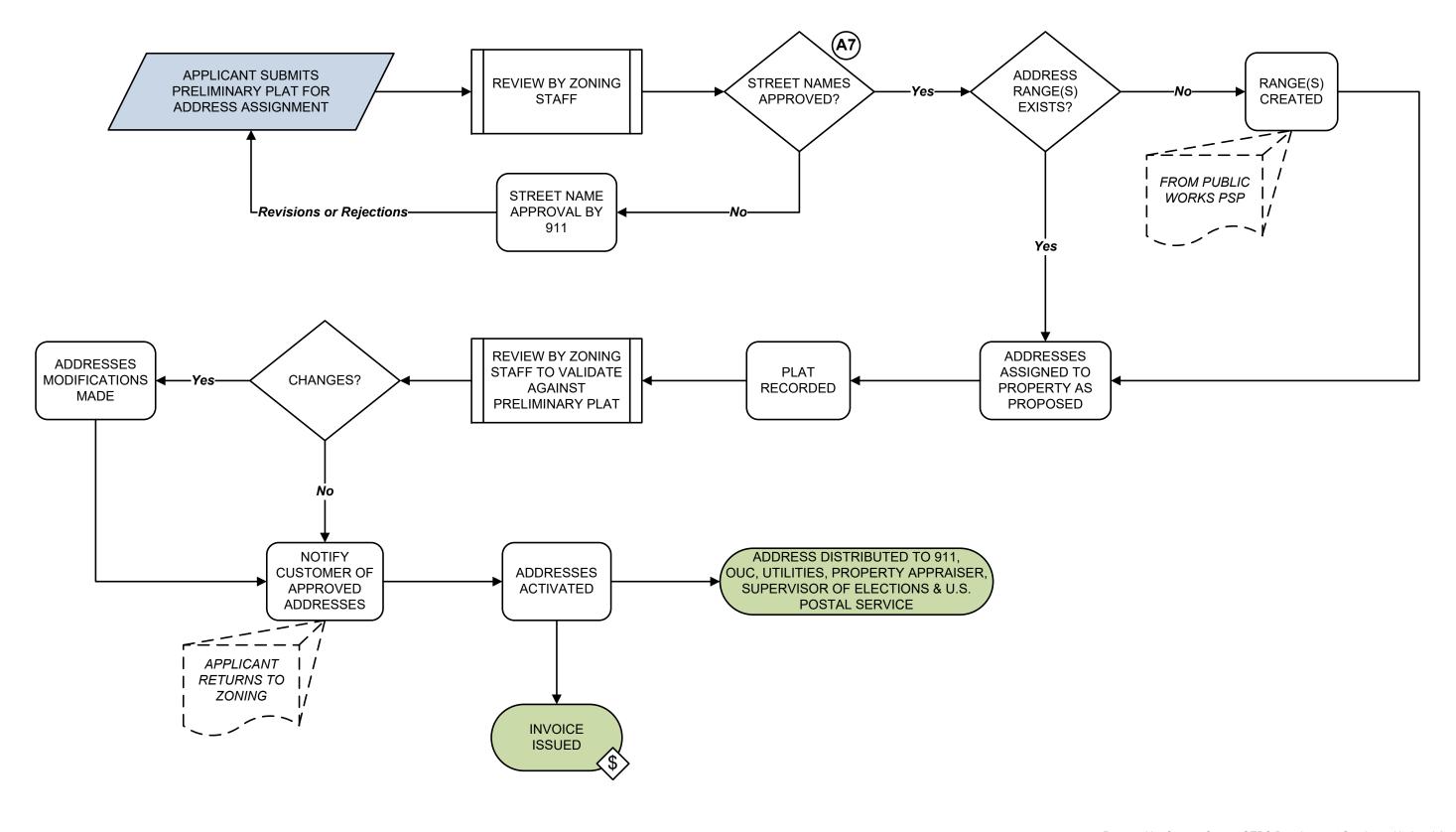




Address Management

A5

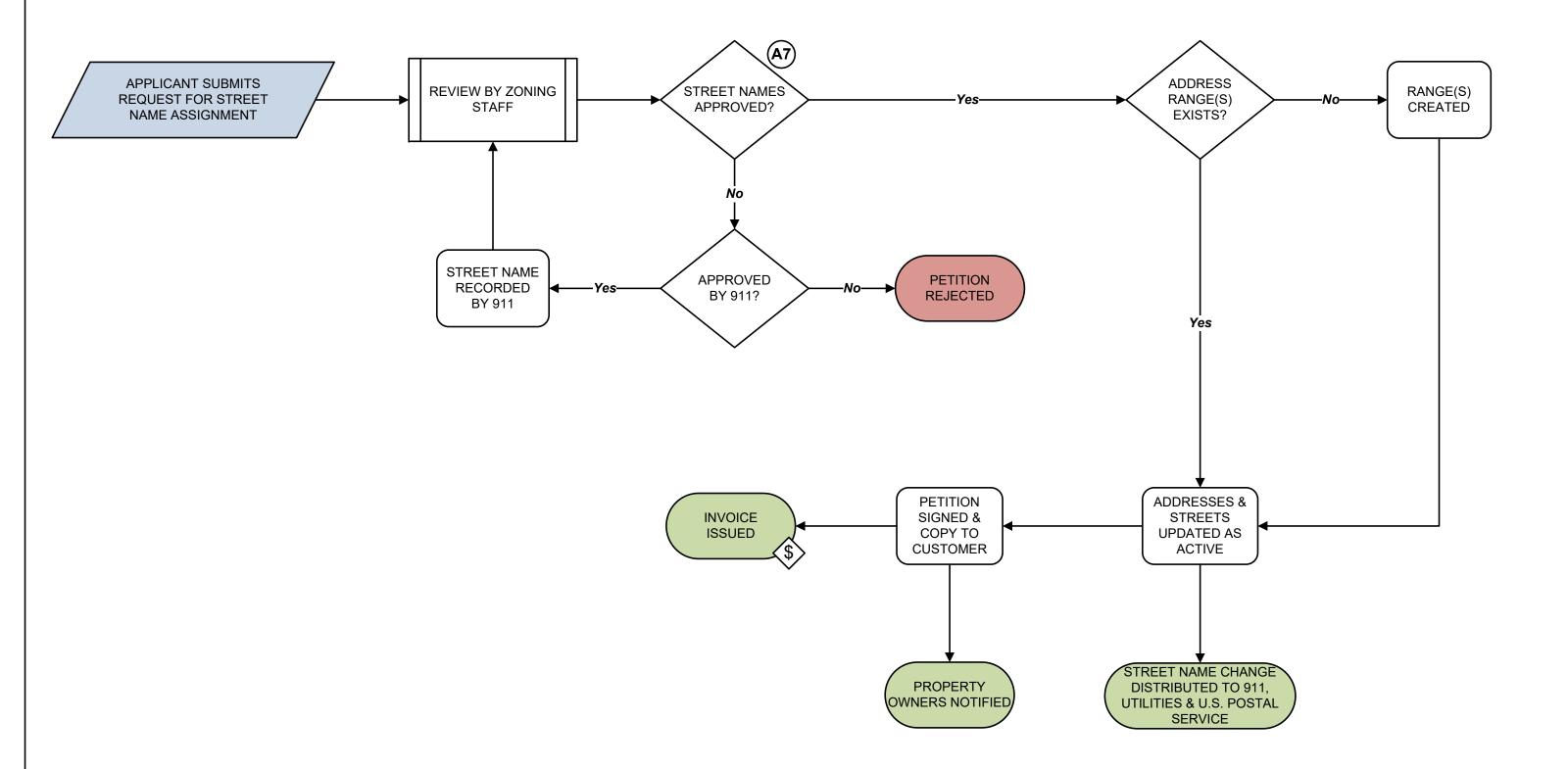
New Plat Assignment Process





Address Management Street Name Petition Assignment Process



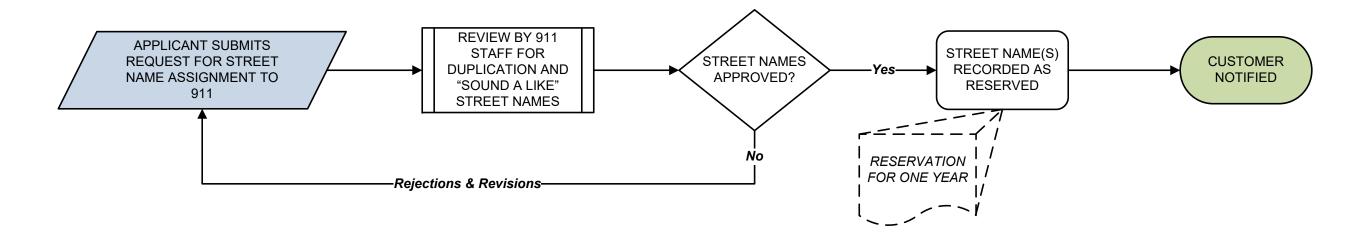




Address Management



Reserved Street Name Assignment Process





Land Development Process Glossary

AIF – Alternative Impact Fee

APF – Adequate Public Facilities

BCC – Board of County Commissioners

BZA – Board of Zoning Adjustment

CAD – Conservation Area Determination

CAI – Conservation Area Impact

CEA – Capacity Enhancement Agreement

CEDS – Community, Environmental & Development

Services Department

CEL – Capacity Encumbrance Letter

CIE – Capital Improvements Element of the CPP

CIL – Capacity Information Letter

CIP – Capital Improvement Program

CMO – Concurrency Management Official

CMS - Concurrency Management System

CP – Comprehensive Plan

CRC – Concurrency Review Committee

CUR – Capacity Use Receipt

DP – Development Plan

DRC – Development Review Committee

DRI – Developments of Regional Impact

DU – Dwelling Unit

EAR – Evaluation & Appraisal Report

EPC – Environmental Protection Commission

EPD – Environmental Protection Division

EPO – Environmental Protection Official

ESL – Environmentally Sensitive Lands

FAR – Floor Area Ratio

FDEP – Florida Department of Environmental Protection

FLU - Future Land Use

FLUM – Future Land Use Map

FOS – Fiscal & Operational Support Division

FR – Fire Rescue Department

GOP - Goals, Objectives & Policies of the CPP

HGL – Hydraulic Grade Line

IFC – Impact Fee Committee

LDC – Land Development Code



PW – Public Works Department

Land Development Process Glossary

LOMA – Letter of Map Amendment	PZC - Planning & Zoning Commission
LOMR – Letter of Map Revision	R & D – Roads & Drainage Division
LOS – Level of Service	RAC – Roadway Agreement Committee
LPA – Local Planning Agency	RAI – Request for Additional Information
LUP – Land Use Plan	RCID – Reedy Creek Improvement District
LUPA – Land Use Plan Amendment	REM – Real Estate Management Division
MSTU – Municipal Service Taxing Unit	ROW – Right of Way
NFIP – National Flood Insurance Program	SAP – Specific Area Plan
NHWE – Normal High Water Elevation	SCA – School Credit Account
NOI – Notice of Intent	SDRC – School Development Review Committee
NPDES – National Pollutant Discharge Elimination System	SFHA – Special Flood Hazard Area
OCPS – Orange County Public Schools	TCA – Transportation Credit Account
OCU – Orange County Utilities Department	TCO - Temporary Certificate of Occupancy
OMB – Office of Management & Budget	TDR – Transfer of Development Rights
ORC – Objectives, Recommendations & Comments Report	TIF – Transportation Impact Fee Zone
PD – Planned Development	TP – Transportation Planning Division
PSP – Preliminary Subdivision Plan	TPG – Transportation Planning Group
PTV – Petition to Vacate	TRG – Technical Review Group

USA – Urban Service Area

Prepared by Orange County CEDS Development Services - Updated April 2016