

# **Tallahassee-Leon County Planning Commission Responsibilities**

The Tallahassee-Leon County Planning Commission (hereinafter called "Planning Commission") was duly established by virtue of an interlocal agreement dated September 26, 1967, between the County of Leon and the City of Tallahassee. This agreement designates the Planning Commission as the entity responsible for comprehensive area wide planning within the City of Tallahassee and Leon County. The Planning Commission is also the duly designated Local Planning Agency (LPA) and Land Development Regulation Commission pursuant to Chapter 163, Florida Statutes and the Transportation Planning Advisory Committee (TPAC) to the Metropolitan Planning Organization pursuant to Chapter 339, Florida Statutes. Duties and responsibilities of the Planning Commission are set forth in the interlocal agreement, the Planning Commission Bylaws, and the ordinances of the City of Tallahassee and Leon County.

## **The Planning Commission**

The Planning Commission is composed of three members appointed by the Board of County Commissioners of Leon County, three members appointed by the City Commission of the City of Tallahassee and one member selected by the School Board of Leon County and appointed by the City and County Commissions.

Members serve at the pleasure of the governing body which appointed them. Reasons for termination of a member include the following: 1)(a) for City appointees, the member no longer resides or owns property within the City limits, or is no longer a City Utility customer; (b) for County and School Board-selected appointees, the member no longer resides in Leon County; 2) the member is absent for two of three successive regularly scheduled meetings; or 3) the member has frequent conflicts of interest.

Planning Commissioners shall serve for a term of three years, unless terminated as provided in section 1), and may be reappointed.

The Planning Commission shall hold regular meetings in accordance with a calendar, which is approved by the Planning Commission each November. All meetings shall be open to the public.

The Planning Commission shall be responsible for comprehensive area-wide planning which shall include, but shall not be limited to, all of the following:

1. Recommending or reviewing proposed regulatory and administrative measures which will aid in achieving coordination of all related plans of the departments or subdivisions of the governments concerned with and subject to intergovernmental coordination requirements. To the extent applicable in each study, preparation of the foregoing shall be related to metropolitan and area wide needs, but additional studies related primarily one unit of general local government may be undertaken when requested and when, in the view of the planning commission, such studies have a relationship to the harmonious development of the county as a whole.

2. Studies of zoning regulatory and administrative measures needed to achieve coordination and development in accordance with the comprehensive plan. All general and major revisions to the zoning regulations and the zoning maps shall be accomplished only after review by the planning commission for conformance with the comprehensive plan. All applications for rezoning or text amendments to any land development code, shall be filed with the governmental unit having jurisdiction, which application shall be forwarded to the planning commission for investigation and hearing. The planning commission shall submit its report and recommendation to the appropriate governing body. The planning commission may initiate applications for rezoning, or text amendments to the comprehensive plan for the purpose of evaluating changes in the zoning map, and may initiate proposals for revisions to the land development code.
3. Review of all Type D site and development plan proposals as described in Section 10-1480.
4. Review of proposed development codes and regulations and amendments and make recommendations to the governing bodies as to the consistency of the proposals with the adopted comprehensive plan.
5. Study and propose regulatory and administrative measures which aid in the coordination of planning and development by all agencies of local government and by agencies of state government concerned with planning in the Tallahassee Metropolitan Area.
6. Review and comment on plans for joint development projects which relate to the comprehensive Plan or other physical plans as described herein or which affect the programming of capital improvements by the local governmental units.
7. Perform such other reviews and approvals as may be authorized by the Leon County Code of Laws or the City Zoning, Site Plan and Subdivision Regulations.

The Planning Commission acts on recommended orders entered by Administrative Law Judges who have conducted formal hearings on certain matters coming before the Commission that involve the application of a general rule or policy, as set out below.

#### **City of Tallahassee**

1. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the Director of Growth Management or Designee on a Type A site plan.
2. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the Development Review Committee on a Type B site plan.

3. Render a recommendation on a recommended order from the Administrative Law Judge on a Development of Regional Impact or a Florida Quality Development.
4. Render a recommendation on a recommended order from the Administrative Law Judge on a rezoning (official zoning map amendment).
5. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the Land Use Administrator on a certificate of exemption in connection with a governmental right-of-way taking.
6. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the Development Review Committee on a preliminary plat.
7. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the Director of Growth Management on a limited partition.
8. Render a final decision on a recommended order from the Administrative Law Judge on a Type C site plan.
9. Render a recommendation on a recommended order from the Administrative Law Judge on a Type D site plan.

### **Leon County**

1. Render a final decision on a recommended order from the Administrative Law Judge on an appeal of a determination of the County Administrator or designee on a certificate of exemption in connection with a governmental right-of-way taking or an interpretation of district boundaries with respect to the official zoning map.
2. Render a recommendation on a recommended order from the Administrative Law Judge on a Type D Review, Development of Regional Impact or Florida Quality Development.
3. Render a recommendation on a recommended order from the Administrative Law Judge on a rezoning (official zoning map amendment).