



City of New Port Richey
Development Department
5919 Main Street, 1st Floor
New Port Richey, FL 34652
Phone: 727-853-1039/Fax: 727-853-1052

Variance Schedule – 2017

Month of LDRB	Application Deadline	LDRB Meeting Date	Appeal Expiration
January	Wednesday, December 7, 2016	Thursday, January 19, 2017	January 30, 2017
February	Wednesday, January 11, 2017	Thursday, February 16, 2017	February 27, 2017
March	Wednesday, February 8, 2017	Thursday, March 16, 2017	March 27, 2017
April	Wednesday, March 8, 2017	Thursday, April 20, 2017	May 1, 2017
May	Wednesday, April 12, 2017	Thursday, May 18, 2017	May 29, 2017
June	Wednesday, May 10, 2017	Thursday, June 22, 2017	July 3, 2017
July	Wednesday, June 14, 2017	Thursday, July 20, 2017	July 31, 2017
August	Wednesday, July 12, 2017	Thursday, August 17, 2017	August 28, 2017
September	Wednesday, August 9, 2017	Thursday, September 21, 2017	October 2, 2017
October	Wednesday, September 13, 2017	Thursday, October 19, 2017	October 30, 2017
November	Wednesday, October 11, 2017	Thursday, November 16, 20167	November 27, 2017
December	Tuesday, November 8, 2017	Thursday, December 14, 2017	December 26, 2017

Meeting Times: Development Review Committee (DRC), Thursday morning, 10:00 a.m.
Land Development Review Board (LDRB), Thursday afternoon, 2:00 p.m.
City Council, Tuesday evening, 7:00 p.m.
(Call 727-853-1039 to find out when your case is scheduled)

Meeting Location: DRC meets in the Development Department conference room, 1st floor City Hall;
LDRB/ City Council meet in Council Chambers, 1st floor City Hall

Meeting Attendance: The applicant or a representative needs to attend all required meetings to present the case and address any comments or concerns. These meetings include DRC, LDRB and City Council (as needed).

Process: A pre-application meeting will be held with City Staff to ensure the application is complete. ***Cases that are not complete by the application deadline, may not be processed according to the above schedule.*** Once deemed complete, the application will be scheduled for review by the DRC. The DRC will approve, approve with conditions, deny or continue the application. Changes may be suggested and additional reviews by the DRC may be necessary. The DRC decision will be forwarded to the LDRB. The LDRB will approve, approve with conditions, deny or continue the application. If the DRC/LDRB decisions are in agreement, the decision made is final. There is a 10-day appeal period after the LDRB decision. If the DRC and LDRB decisions are not in agreement, the case will be forwarded to City Council for final determination. Sign variances that exceed five feet in setback or height or five square feet in area will be reviewed by City Council (not LDRB). The process will be determined by the Development staff.

Quasi-Judicial Proceedings: The hearing process to review this application is considered quasi-judicial and operates much like a court of law. The LDRB and City Council members act in a similar capacity as a judge and must govern themselves in accordance with the basics of due process in making decisions. Contact with any of these members about the application should be avoided. Decisions will be made based on evidence and testimony that is presented at scheduled public hearings and not on information gathered outside of these hearings.