



FROM THE DESK OF:

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PUBLIC HEARING APPLICATION PROCESSING SCHEDULE

Queue Cycle #	Month Complete Application Packet and Fee Submitted – With associated deadlines	Planning & Zoning Board / Board of Adjustment Hearing Month	City Council Hearing Month 1st Reading (If necessary – not all matters go to the City Council)	City Council Hearing Month Final Reading - Adoption (Required when passed for 1st Reading)
1	January or February 3rd Monday of February is application deadline	March	April	May
2	March or April 3rd Monday of April is application deadline	May	June	July
3	May, June or July 3rd Monday of July is application deadline	August	September	October
4	August or September 3rd Monday of September is application deadline	October	November	December
5	October, November or December 3rd Monday of December is application deadline	January	February	March

- Requests for Annexation must be processed prior to Land Use and Zoning Changes – add additional months for that process.
- Subdivision of land can be submitted after required Land Use and Zoning has been adopted – add additional months for that process.
- Land Use amendments which are Large Scale (over 20 acres) – add additional months for distribution/transmittal and comment period by State Agencies.

George Curtis
 Development Manager

City of Live Oak Planning Department Mission:

World class service which promotes and preserves the character and sense of place for the City, raising the expectation for a standard of excellence, meeting challenges with genuine solutions, and facilitating results which will serve as a model for all to emulate and take pride in.