

# 2025 CLAY COUNTY APPLICATION SCHEDULE FOR: REZONINGS, FUTURE LAND USE MAP AMENDMENTS AND CHANGES TO THE LAND DEVELOPMENT CODE

## Application Prerequisites:

- 1 - All Future Land Use and Zoning changes require a pre-app meeting with Planning & Zoning Staff prior to submittal.
- 2 - Rezoning Applications to PCD/PID/PUD must complete a review by the Development Review Committee (DRC) prior to application submittal.
- 3 - A meeting before the Citizen Advisory Committee (CAC) will be required if the property lies within the Planning District of one of the CAC's listed below.

### Citizen Advisory Committees

<b>Fleming Island CAC</b>												
<b>Location: TBD</b>												
<i>3rd Wednesday of the Month - 6:00 P.M.</i>	<i>JAN 15</i>	<i>FEB 19</i>	<i>MAR 19</i>	<i>APR 16</i>	<i>MAY 21</i>	<i>JUN 18</i>	<i>JUL 16</i>	<i>AUG 20</i>	<i>SEP 17</i>	<i>OCT 15</i>	<i>NOV 19</i>	<i>DEC 17</i>

<b>Lake Asbury-Penney Farms CAC</b>												
<b>Location: Clay County Administration Bldg. (477 Houston Street, Green Cove Springs)</b>												
<i>2nd Thursday of the Month - 6:00 P.M.</i>	<i>JAN 9</i>	<i>FEB 13</i>	<i>MAR 13</i>	<i>APR 10</i>	<i>MAY 8</i>	<i>JUN 12</i>	<i>JUL 10</i>	<i>AUG 14</i>	<i>SEP 11</i>	<i>OCT 9</i>	<i>NOV 13</i>	<i>DEC 11</i>

<b>Middleburg-Clay Hill CAC</b>												
<b>Location: Middleburg Civic Center (2102 Palmetto Street, Middleburg)</b>												
<i>3rd Monday of the Month - 6:00 P.M.</i>	<i>TBD</i>	<i>TBD</i>	<i>MAR 17</i>	<i>APR 21</i>	<i>MAY 19</i>	<i>JUN 16</i>	<i>JUL 21</i>	<i>AUG 18</i>	<i>SEP 15</i>	<i>OCT 20</i>	<i>NOV 17</i>	<i>DEC 15</i>

<b>Springs District CAC</b>												
<b>Location: Clay County Administration Bldg. (477 Houston Street, Green Cove Springs)</b>												
<i>2nd Wednesday of the Month - 6:00 P.M.</i>	<i>JAN 8</i>	<i>FEB 12</i>	<i>MAR 12</i>	<i>APR 9</i>	<i>MAY 14</i>	<i>JUN 11</i>	<i>JUL 9</i>	<i>AUG 13</i>	<i>SEP 10</i>	<i>OCT 8</i>	<i>NOV 12</i>	<i>DEC 10</i>

**Please Note the Following:**

- 1 - The Citizen Advisory Committees meet on an "as needed" basis when there are applications pending within the Planning District that they represent.
- 2 - Applications required to be heard before a CAC will be scheduled the month prior to the Planning Commission meeting.

### PLANNING COMMISSION

<b>FIRST PUBLIC HEARING</b>												
<i>1st Tuesday of Month - 5:00 P.M.</i>	<i>JAN 7</i>	<i>FEB 4</i>	<i>MAR 4</i>	<i>APR 1</i>	<i>MAY 6</i>	<i>JUN 3</i>	<i>JUL 1</i>	<i>AUG 5</i>	<i>SEP 2</i>	<i>OCT 7</i>	<i>NOV 4</i>	<i>DEC 2</i>
Closing Date for Accepting Applications (60 days prior to meeting date)	Nov 8	Dec 6	Jan 3	Jan 31	Mar 7	Apr 4	May 2	Jun 6	Jul 3	Aug 8	Sep 5	Oct 3
Applicant to Post Signs for Rezoning or FLU Amendments (21 days prior to meeting date)	Dec 17	Jan 14	Feb 11	Mar 11	Apr 15	May 13	Jun 10	Jul 15	Aug 12	Sep 16	Oct 14	Nov 10

### BOARD OF COUNTY COMMISSIONERS

<b>SECOND PUBLIC HEARING</b>												
<i>4th Tuesday of Month - 5:00 P.M. ( OR AS SOON THEREAFTER AS CAN BE HEARD )</i>	<i>JAN 28</i>	<i>FEB 25</i>	<i>MAR 25</i>	<i>APR 22</i>	<i>MAY 27</i>	<i>JUN 24</i>	<i>JUL 22</i>	<i>AUG 26</i>	<i>SEP 23</i>	<i>OCT 28</i>	<i>NOV 25</i>	<i>N/A</i>

**Please Note the Following:**

- 1 - The Applicant is responsible for the payment of all legal ad fees prior to the date of publication. In the event the fee is not paid in time, the application will be rescheduled and readvertised to the next available meeting date.

2 - Substantive changes submitted on/after the Closing Date will require the item to be heard at the following month's Planning Commission Meeting.

3- For Large Scale Land Use Amendments the 2nd Public Hearing is a Transmittal hearing before the Board of County Commissioners. The Adoption hearing before the Board will be scheduled after State review comments are received by the County.

**BOARD OF ADJUSTMENT**

<b>BOARD OF ADJUSTMENT</b>												
<b>PUBLIC HEARING</b>												
<i>4th Thursday of Month - 6:00 P.M.</i>	<i>JAN 23</i>	<i>FEB 27</i>	<i>MAR 27</i>	<i>APR 24</i>	<i>MAY 22</i>	<i>JUN 26</i>	<i>JUL 24</i>	<i>AUG 28</i>	<i>SEP 25</i>	<i>OCT 23</i>	<i>TBD</i>	<i>TBD</i>
Closing Date for Accepting Applications (39 Days prior to meeting date)	Dec 13	Jan 17	Feb 14	Mar 14	Apr 11	May 16	Jun 13	Jul 18	Aug 15	Sep 12		
Applicant to Post Signs (21 days prior to meeting date)	Jan 2	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 3	Aug 7	Sep 4	Oct 2		
Legal Ad Publication Date (14 days prior to meeting date)	Jan 9	Feb 13	Mar 13	Apr 10	May 8	Jun 12	Jul 10	Aug 14	Sep 11	Oct 9		

***Please Note the Following:***

1 - The Applicant is responsible for the payment of all legal advertisement fees prior to the publication date of the legal ad. In the event the fee is not paid in time, the application will be rescheduled and readvertised to the next available meeting date.