



OVERVIEW

This guide has been created to help citizens and the general public understand the process.

- **Rezone/Rezoning:** an amendment to the Official Zoning Map, changing the classification of a parcel (or parcels) of land.
- **Special Exception:** a use that may be found appropriate in a zone district if controlled as to number, area, location or relation to the neighborhood, and would promote the public safety, welfare, morals, order, comfort, convenience, appearance, prosperity or the general welfare.

PROCESS

1. Preliminary Meeting and Pre-Application Conference

- **Preliminary meetings** are available by appointment to consult with a Sarasota County planner about a proposed project.
- A **pre-application conference** with Development Review Coordination (DRC) is required for all rezones and special exceptions.

2. Neighborhood Workshop

- Per Resolution No. 2021-165, a mandatory neighborhood workshop is held by the applicant with surrounding property owners within a 750-foot radius of the subject property (1,500 feet in semi-rural and rural areas), describing the proposed project and addressing any questions.
- A Sarasota County planner attends this meeting to explain the process.

3. Staff Review

- **Application Submittals** are by appointment once the preliminary meeting, pre-application conference and neighborhood workshop have taken place.
- Staff conducts sufficiency and formal reviews.
- Sarasota County staff and applicant coordinate and **schedule public hearing** dates.

4. Public Notice for Planning Commission and Sarasota County Commission public hearings are posted as follows:

- Sarasota County Public Notices webpage (scgov.net/publicnotices)
- Sign(s) on the property
- Mailed notice to surrounding property owners

5. Planning Commission Public Hearing (with Recommendation)

- Public hearing is held and the Planning Commission makes a recommendation to the Sarasota County Commission.
- All information submitted before or at the hearing is included in the information/Board Packet that is forwarded to the Sarasota County Commission for their consideration.

6. Sarasota County Commission Public Hearing (with Decision)

Public hearing is held and the Sarasota County Commission makes the final decision/action.

Active petition details are available online at scgov.net/petitions and through Sarasota County's Planning Data Explorer at <https://ags3.scgov.net/scps/>.

RESOURCES

Contact Sarasota County staff or visit us online for more information about rezone, special exceptions, zoning district standards and specific zoning regulations in Unincorporated Sarasota County.



Call 311 or email planner@scgov.net or zoning@scgov.net