

ORDINANCE – 25-20

AN ORDINANCE TO AMEND ARTICLE 8, USES OF THE UNIFIED DEVELOPMENT CODE, SPECIFICALLY ARTICLE 8 – TABLE 8-1 USE MATRIX, ARTICLE 8.5 – USE DEFINITIONS, AND ARTICLES 13.1.A.7 AND 17.5.D- INACTIVE APPLICATIONS TO CREATE A NEW USE CATEGORY FOR “PUBLIC FACILITIES” AND CREATE A PROCESS TO REVOKE INACTIVE APPLICATIONS

ZTA 1871-2025 PUBLIC FACILITIES  
ZTA 1872-2025 INACTIVE APPLICATIONS

WHEREAS, on August 20, 2018 the Board of Mayor and Aldermen adopted Ordinance 18-21 to adopt the Unified Development Code, along with subsequent amendments thereto, that sets forth standards and requirements necessary for the preservation and protection of the public health, safety and general welfare; and

WHEREAS, the City of Spring Hill Board of Mayor and Alderman affirmed the intention to revise the development standards and requirements regulated to Public Facilities and Inactive Applications; and

WHEREAS, that all resolutions or parts of resolutions in conflict herewith, be and the same hereby, repealed or modified as the case may be; and

WHEREAS, the Spring Hill Planning Commission, after conducting a public meeting on August 11, 2025, has reviewed these proposed amendments in their entirety and provided a favorable recommendation for their adoption by the Board of Mayor and Alderman; and

WHEREAS, that this ordinance shall become effective immediately upon its adoption.

NOW, THEREFORE BE IT ORDAINED, by the City of Spring Hill Board of Mayor and Aldermen, that Article 8, Uses, be revised as shown in the exhibits to follow:

1. Exhibit A: Article 8.2, Use Matrix; Table 8-1, and Article 8.5, Use Definitions
2. Exhibit B: Articles 13.1.A.7, and 17.5.D

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Spring Hill Board of Mayor and Aldermen, to amend Article 2.3(B) to insert a definition of the term “Substantial Compliance” in alphabetical order defined as:

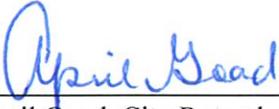
*Substantial compliance means that an application includes all required documents, plans, and forms as identified by the unified development code (specifically excluding concept plans or other pre-submittal documentation), and that each submission is complete, accurate, and conforms to the city’s zoning ordinance, subdivision provisions, and all applicable general regulations or relevant regulatory actions or agreements. The application must demonstrate that the proposed plan meets the intent and substantive requirements of all applicable codes, even if minor, technical, or non-material errors or omissions are present.*

Passed and adopted by the City of Spring Hill Board of Mayor and Aldermen, this 2nd day of September 2025.

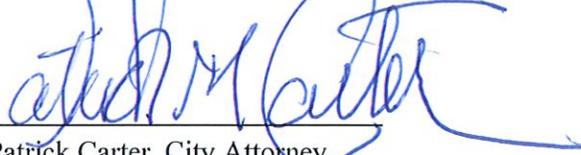


Matt Fitterer, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney

Approved on 1<sup>st</sup> Reading: September 2, 2025

Approved on 2<sup>nd</sup> Reading: September 15, 2025



**REQUEST:** Ordinance 25-20

**SUBMITTED BY:** Dara Sanders, Development Services Director

**DATE:** August 18, 2025

**RE:** To approve an ordinance amending the Unified Development Code

**BACKGROUND:**

The Unified Development Code, adopted in 2018, restructured and redefined permitted and special uses in Spring Hill for zoning purposes, and government offices and facilities were among those changes. The current definition specifically excludes public safety and public works facilities, and the code is absent of a use category that captures these critical facilities. In June 2025, City staff initiated an amendment to the UDC to incorporate this use category and allow for the construction and operation of these uses established primarily for the benefit, service, and protection of the population of the community.

The State recently amended the Vested Property Rights Act so that projects are vested in the regulations adopted by the City at the time of application submittal instead of at the time of project approval. The City has not adopted provisions that nullify an inactive application, and an applicant could submit several applications to the Planning Division ahead of amendments to the UDC and not act on the application until years later. This amendment is intended to prevent the possibility of inactive applications being vested into outdated versions of the Unified Development Code.

**REQUEST:**

The Development Services Department staff request to amend UDC, Article 8, Table 8-1, Article 8.5, Article 13.1.A.7, and Article 17.5.D.

The code amendment to Article 8 would amend UDC, Article 8 (Uses) to include a new use category for “Public Facilities” and an associated use definition.

The code amendment Articles 13 and 17 would create a process for projects that remain inactive for 180 days following their designated Planning Commission deadlines which will be removed from the inactive list and revoked. To proceed thereafter, the project must re-enter and complete the full Planning Commission review process from the beginning.

Topic	UDC Section	Proposed	Reason
Public Facilities	Article 8, Table 8-1: Use Matrix	Update the Use Matrix to: <ul style="list-style-type: none"> <li>include Public Facilities as a new use category</li> </ul>	Identify “Public Facilities” as an established Use in Table 8-1.  Establish limited zoning districts that would allow



			the new use permitted by-right. Also establish the new use a special use in all other zoning districts.
	Article 8.5: Use Definitions	Adopt "Public Facilities" definition	Adopt a new definition to create a basic framework for a clear understanding of the new term in the UDC.
Revoke Inactive Projects	Article 13.1.A.7	<b>7. Inactive Applications</b> Projects that remain inactive for 180 days following their designated Planning Commission deadlines will be removed from the inactive list and revoked. To proceed thereafter, the project must re-enter and complete the full Planning Commission review process from the beginning.	Create a basic framework for inactive applications and establish clear criteria for what constitutes an inactive application.
	Article 17.5.D	<b>D. Inactive Applications</b> Projects that remain inactive for 180 days following their designated Planning Commission deadlines will be removed from the inactive list and revoked. To proceed thereafter, the project must re-enter and complete the full Planning Commission review process from the beginning.	Create a basic framework for inactive applications and establish clear criteria for what constitutes an inactive application.

**RECOMMENDATION:**

The Planning Commission voted unanimously to recommend BOMA approval of these amendments at their August 11, 2025 meeting.

## Exhibit A

### 8.2 USE MATRIX

Table 8-1: Use Matrix  
*P = Permitted Use S = Special Use T = Temporary Use Blank = Use not allowed in the district*

PRINCIPAL USE	R-2	R-3	R-4	R-5	R-6	R-7	R-MH	C-1	C-2	C-3	C-4	C-5	C-D	C-G	I-1	I-2	RD	IC	AG	PR	NA	USE STANDARDS
Public Facilities	S	S	S	S	S	S	S	P	P	P	P	P	P	P	P	P	P	P	S	S	S	S

### 8.5 USE DEFINITIONS

**Public Facilities.** A building, site, or structure used or intended to be used by any public utility or public agency, including but not limited to any gas treatment plant, reservoir, tank, or other storage facility; water treatment facility, well, reservoir, tank, or other storage facility; sanitary sewer treatment facility; electric generating plant, distribution, or transmission substation; telephone switching or other communications plant, earth station, or other receiving or transmission facility; any storage yard for public utility equipment or vehicles; any parking lot for parking vehicles or automobiles to serve a public utility; public works yard or facility; and police and fire protection.

## Exhibit B

### 13.1 GENERAL PROCESSES

#### **7. Inactive Applications**

Applications that do not advance through the adopted Planning Review Schedule for 180 days will be deemed null and void. To proceed thereafter, the project must re-enter and complete the full Planning Commission review process from the beginning.

### 17.5 SUBDIVISION PROCESS STEPS

#### **D. Inactive Applications**

Applications that do not advance through the adopted Planning Review Schedule for 180 days will be deemed null and void. To proceed thereafter, the project must re-enter and complete the full Planning Commission review process from the beginning.