

Prepare a timeline for adoption of the EAR-based amendment.

Complete the following worksheet to develop a timeline for your city or town to prepare your EAR-based amendments, transmit the EAR-based amendments to DCA, and adopt the EAR-based amendments within the 18-month deadline established by *Florida Statutes*.

1. Enter the approximate scheduled due date.
(This date is 18 months after a finding of sufficiency of the EAR.) _____

2. Enter the latest regular meeting date for your elected body that occurs prior to the scheduled due date. (This will be the adoption public hearing, second reading. At least 10 days between first and second readings.) _____

3. Enter the latest date to advertise and provide notice for the adoption public hearing, second reading. (Ad runs for at least 5 days prior to hearing.) _____

4. Enter the dates for the adoption hearing, first reading, and public hearing. _____

5. Enter the latest date to advertise and provide public notice for first public hearing. (Ad runs for at least 7 days prior to hearing.) _____

6. If needed, enter the date for an LPA public meeting to review the final adoption amendments. _____

7. Enter the latest date to advertise and provide public notice for the LPA public meeting. (Ad runs for at least 10 days prior to meeting.) _____

8. Enter the date that is one week prior to the notice date in (3) above. (This is the date for the final production of the adoption package.) _____

9. Enter the date that is 60 days prior to the date for final production in (4) above. (This is the date on which the ORC report from DCA is received.)

10. Enter the date that is 60 days prior to the date on which the ORC report from DCA is received. (This is the date for transmittal of the EAR-based amendment to DCA.)

11. Enter the date that is the latest date prior to the transmittal date in (10) above for the elected body to hold its transmittal public hearing.

12. Enter the date that is the latest date prior to the public hearing in (11) above for the LPA to hold its public hearing.

13. Enter the latest date(s) to advertise and provide notice for the hearings in (11) and (12) above. (Ads run for at least 10 days prior to LPA and at least 7 days prior to transmittal public hearing.)

14. Enter the date that is one (1) week prior to the notice date in (13) above. (This is the date for the final production of the transmittal public hearing package.)

15. Enter the date on which the finding of sufficiency is granted by DCA. (The time between (15) and (14) above is the time available to prepare the EAR-based amendments.)
