

Melrose Reference Sheet — Common Land Use, Permit & Governance Abbreviations

Residents are encouraged to use this guide when reviewing or discussing land use, zoning, and development applications in Alachua, Putnam, Bradford, and Clay Counties. These terms are frequently used in county codes, agendas, and permit hearings.

Section 1: Permit Types

Abbreviation / Term	Full Term	Definition / Purpose	Example / Notes
TUP	Temporary Use Permit	Allows short-term activities not otherwise permitted in a zoning district (e.g., a weekend event, seasonal sale, or festival). Usually limited by time, size, and frequency.	Alachua County ULDC §402.45, Putnam County Code §12.03.05
SEP	Special Event Permit	Authorizes large gatherings or festivals that exceed normal land use allowances, often requiring safety, parking, and emergency plans.	Used for multi-day events such as music festivals
SUP	Special Use Permit	Grants permission for specific uses in certain districts under conditional review by the Development Review Committee or Board of Adjustment.	Rural event center, campgrounds, etc.
PUD	Planned Unit Development	A master-planned approach allowing flexible zoning and mixed uses if overall development goals are met.	May combine residential and recreation uses
DRC	Development Review Committee	Staff-level body that reviews site plans for compliance with land development codes, environmental, and engineering standards.	Alachua County Growth Management
BOCC	Board of County Commissioners	Elected governing body responsible for approving or denying rezoning, land use amendments, and some special permits.	All four counties have a BOCC

LDC / ULDC	(Unified) Land Development Code	The comprehensive rulebook defining zoning districts, permitted uses, setbacks, buffers, signage, parking, etc.	Alachua County ULDC, Putnam County LDC
CPA	Comprehensive Plan Amendment	Formal change to a county's long-term land use vision; must comply with Florida Statutes Chapter 163.	Used to rezone large tracts of land
VAR	Variance	Permission to deviate from dimensional standards (e.g., setbacks or height) due to hardship.	Reviewed by Board of Adjustment

Section 2: Planning & Environmental

Abbreviation / Term	Full Term	Definition / Purpose	Example / Notes
FLUM	Future Land Use Map	Part of the Comprehensive Plan designating long-term land use categories (Agriculture, Rural Residential, Commercial, etc.).	Guides all zoning decisions
FDOT	Florida Department of Transportation	Oversees state highways (SR-26, SR-21) and access permits for driveways or entrances onto state roads.	Event traffic management
FDEP	Florida Department of Environmental Protection	Regulates wetlands, water quality, stormwater, and air permits.	Required for dredge/fill or wastewater projects
SJRWMD	St. Johns River Water Management District	Regional agency regulating surface and groundwater, wetlands, and stormwater systems.	Reviews drainage and retention pond designs
FEMA	Federal Emergency Management Agency	Determines flood zones and floodplain development requirements.	Must comply for building near wetland/flood zones
GIS	Geographic Information System	Mapping tool used by counties to identify parcels, zoning layers, and environmental overlays.	Used for MyMap and parcel analysis

Section 3: Codes, Maps & Governance Terms

Abbreviation / Term	Full Term	Definition / Purpose	Example / Notes
LDS	Land Development Services (or Standards)	County department that reviews development plans for compliance with code, drainage, access, and infrastructure standards.	May include Engineering, Environmental, and Zoning Review.
MSBU	Municipal Service Benefit Unit	A special taxing district that funds road, drainage, or fire services within a defined area.	Quail Lane MSBU in Melrose is an example.
SAP	Special Area Plan	A localized zoning and design policy that tailors development rules for a specific community.	Melrose SAP (2014).
RAC	Rural Activity Center	A designated node for small-scale commercial and community uses within rural areas, meant to reduce sprawl.	Found at major rural intersections like SR-26/SR-21.
ROW	Right-of-Way	Public land corridor reserved for transportation, drainage, or utilities.	Roads, ditches, and easements often fall within ROW.
ROW Permit	Right-of-Way Use Permit	Required for any construction or event activity that encroaches into county or state road ROW.	FDOT or County Public Works issues these.
Quasi-Judicial	—	A decision-making process that resembles a court hearing, where boards apply existing laws to specific facts. Requires evidence, public notice, and the right to appeal.	BOCC or DRC hearings on permits and variances.
Jurisdictional	—	Refers to the legal authority of a government agency to regulate, enforce, or decide on matters within a defined boundary.	Example: FDEP's jurisdiction over wetlands; county jurisdiction over zoning.
Incorporated Area	—	Land that lies within the legal boundaries of a city or town, governed by its municipal council and codes.	Gainesville (Alachua) or Keystone Heights (Clay) are incorporated.

Unincorporated Area —

Land outside any city limits, governed directly by the county's ordinances and BOCC.

Most of Melrose, including the Wildflower site, is unincorporated.

Prepared by Connecting Melrose — Helping residents understand local land use and permitting processes.

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