

Sec. 118-8. - Notice procedures for quasi-judicial, public hearing quasi-judicial land use board actions.

Quasi-judicial, public hearing, applications for land use board actions (board of adjustment, design review board, historic preservation board, and planning board) that require notice shall be noticed in accordance with the following provisions, unless otherwise more specifically provided for in these land development regulations, and shall pay a fee pursuant to section 118-7, and appendix A:

- (a) *Advertisement.* At least 30 days prior to the quasi-judicial, public hearing date, a description of the request, and the date, start time of the meeting and location of the hearing shall be noticed in a newspaper of general circulation. Applicant shall be required to pay all associated costs relating to the advertisement.
- (b) *Mail notice.* At least 30 days prior to the quasi-judicial, public hearing date, a description of the request, and the date, start time of the meeting, and location of the hearing shall be given by mail to the owners of record of land lying within 375 feet of the property subject to the application. Applicants shall submit all information and certifications necessary to meet this requirement, as determined by the department. Additionally, courtesy notice shall also be given to any Florida nonprofit community organization which has requested of the director in writing to be notified of board hearings. Applicant shall be required to pay all associated costs relating to the mailed notice.
- (c) *Posting.* At least 30 days prior to the quasi-judicial, public hearing date, a description of the request, and the date, time, and place of such hearing shall be posted on the property. Such posting shall be a minimum dimension of 11 inches by 17 inches, and located in a visible location at the front of the property, and shall not be posted on a fence or wall that would be obstructed by the operation of a gate. Applicant shall be required to pay all associated costs relating to the posting.

(Ord. No. 2015-3976, § 1, eff. 12-19-15; Ord. No. 2016-3999, § 2, 3-9-16)