

Sec. 23-153. Variance

(e) Notification.

(1) Notice of each meeting shall be published by the city clerk in a newspaper of general circulation in the city, which notice shall be published once, with the dates of the respective meetings

(2) The city clerk shall send notice of the aforesaid planning and zoning board meeting and city commission public hearing by first class United States mail to each owner of real property located within ~~three hundred (300)~~ **three five hundred (500)** feet of the property on which the variance is requested. Notice of said meetings shall also be sent, via certified mail, to the petitioner.

(3) Each applicant for a variance on non-residentially zoned property(s) shall post the property(s), which is (are) the subject of such application with signs indicating that a variance is pending.

a. Each sign to be posted in conformity with this section shall measure forty-eight (48) inches by forty-eight (48) inches and shall be constructed of three-quarter (3/4) inch A/C exterior grade plywood, set thirty-six (36) inches above surrounding grade from the bottom of the sign board, mounted on two (2) four (4) inch by four (4) inch by ten (10) foot pressure-treated posts or metal angles.

b. Signs shall be painted with white enamel paint background and black enamel painted letters, except that the top line shall be painted red enamel. Lettering shall be gothic style upper case with the top line measuring at least eight (8) inches in height and all other lines measuring at least three (3) inches in height.

c. Text sign shall read as follows:

Variance Applied For This Property

Public Hearing Dates:

Planning & Zoning: (Insert date)

City Commission: (Insert date)

For further info, call Planning Dept. 954-434-4300, ext. #226

d. Signs shall be placed at each street entrance to the subject property.

Sec. 23-152. Conditional use

(c) *Application.* Applications for **conditional use** approval shall be subject to the following provisions

(4) It shall be the responsibility of the applicant to furnish, at the applicant's expense, a certified list of all property owners within a three hundred (300) foot radius of the boundaries of the subject property. This list must be certified by a licensed title company or other qualified individual, and the applicant will be responsible for the accuracy of the list of property owners. The list must be submitted to the city clerk at the time of the filing of the application. The list of property owners must be dated and certified to a date not exceeding thirty (30) days prior to the date of filing of the application.

(5) It shall be the responsibility of the applicant to furnish, at the applicant's expense, a map showing all property within a **three five hundred (300) (500)** foot radius of the boundaries of the subject property.

(6) Each application shall be accompanied by such other information as may be required by the city commission, the planning and zoning board, or staff for a determination of the nature of the proposed use and its effect on the comprehensive development plan, the neighborhood and surrounding properties.

(d) *Review procedure.* Applications for approval of a **conditional use** shall be subject to the following review procedures.

(2) *Review by planning and zoning board.* Within a reasonable time of the receipt of the application, the planning and zoning board shall hold a public hearing in relation thereto, at which parties in interest and citizens shall have an opportunity to be heard.

a. At least fifteen (15) days notice of the time and place of such hearing shall be published in a newspaper of general circulation in the city, notice of the hearing shall be posted on the subject property and all property owners within a **three five hundred (300) (500)** foot radius of the boundaries of the subject property shall be notified by certified and/or ordinary first class mail at least fifteen (15) days in advance of the hearing, provided, that where the applicant is the owner of land not included in the application, and the land not included is a part of or adjoins the parcel for which the conditional use is requested, the **three five hundred (300) (500)** foot requirement shall be measured from the boundaries of the applicant's ownership, including the land not covered by the application.

Sec. 23-151. Rezoning (map amendment)

(c) The procedure for the review and granting of rezoning requests shall be in accordance with or exceed applicable provisions of F.S. Chps. 163 and 166, as may be amended.

(1) At least fifteen (15) days notice of the time and place of such hearing shall be published in a newspaper of general circulation in the city, notice of the hearing shall be posted on the subject property and all property owners within a five hundred (500) foot radius of the boundaries of the subject property shall be notified by first class mail at least fifteen (15) days in advance of the hearing

(e) In addition to those procedures required by state law, each applicant for a rezoning shall post the property(s) which is (are) the subject of such application with signs indicating that a rezoning is pending.

(1) Each sign to be posted in conformity with this section shall measure forty-eight (48) inches by forty-eight (48) inches and shall be constructed of three-quarter (3/4) inch A/C exterior grade plywood, set thirty-six (36) inches above surrounding grade from the bottom of the sign board, mounted on two (2) four (4) inch by four (4) inch by ten (10) foot pressure-treated posts or metal angles.

(2) Signs shall be painted with white enamel paint background and black enamel painted letters, except that the top line shall be painted red enamel. Lettering shall be gothic style upper case with the top line measuring at least eight (8) inches in height and all other lines measuring at least three (3) inches in height.

(3) Text sign shall read as follows:

Rezoning Applied For This Property

From: (Insert zoning district)

To: (Insert zoning district)

Public Hearing Dates:

Planning & Zoning: (Insert date)

City Commission: (Insert date)

For further info, call Planning Dept. 434-4300, ext. 226

(4) Signs shall be placed on each street frontage of the subject property at a distance of no more than ten (10) feet within the property line.