



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: August 3, 2023

RE: Postponement of Hearings for Ordinance Numbers 23-15, 23-16, and 23-17 for Eichelberger/Novack

The noticing procedures and timelines for the referenced Ordinances were not properly met.

The applicant and their representative were notified by City Staff, on August 19, 2023, of the signposting and abutting property owner mailing deadlines. The applicant and their representative were provided the deadline of Monday, August 24, 2023. Materials for the mailing were provided and the applicant and their representative were notified that the signs were ready to pick up and post on August 19, 2023. The applicant or their representative failed to proceed until Wednesday, August 26, 2023, failing to meet the minimum 10-day notice timeframe.

Due to the failure to meet the City's 10-day notice timeframe, it is recommended that the hearing for the proposed Ordinances be postponed until September 7, 2023, to allow for re-notification.