



News Release

FOR IMMEDIATE RELEASE ON:
FOR MORE INFORMATION, CALL:

March 26, 2012
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New Procedures for Public Notice Boards

At the March 22, 2012 Board of County Commission (BCC) Hearing, staff updated the Board on the status of implementing the Public Notice changes they requested in October 2011.

➤ [Memo to BCC on Courtesy Notices and Notice Signs](#)

1. **Public Notice - Increase property notices from 500' to 1,000 feet in Exurban/Rural Tiers.**

The ULDC amendments were adopted in January 2012 Ordinance 2012-003 for Zoning applications. Staff has already implemented this requirement on new application accepted in February 2012.

2. **Public Notice Board posted on site -Increase the size of the boards and the size of the font so the public can read the request**

Staff will begin to implement the new Public Notice Boards for Notices in May 2012. The procedures for processing and posting of signs subject to an application type listed above are modified herein.

- a. The applicant shall confirm with the Zoning Division the number of required signs per frontage;
- b. The applicant shall go to a licensed sign contractor to have Public Notice signs created in accordance with the template established in the Technical Manual;

➤ [Link to new Requirements and Affidavit](#)

- c. The applicant shall place the signs on the subject property no later than 15 days prior to the Public Hearing, in accordance with the requirements of Article 2.A.1.J.3.
- d. The applicant shall sign an Affidavit (Form 28) that the signs were posted to the property and provide pictures, date stamped, to the Zoning Division confirming signs have been posted to the property.

3. **New Zoning Web Site to View Courtesy Notices**

The Zoning Web Page will be released to the public in April 2012. The Web Page will list each application going to a Public Hearing and will allow the user to open the Courtesy Notice to view a summary of the request and will provide Staff contact information in case they have additional questions.

➤ [Link to the new Web Site](#)