

The posting of the property is required. Please see Article 10 Section 10.6, Land Development Regulations, Martin County Code for the specific requirements. The sign format is provided below:

NOTICE
PROPOSED DEVELOPMENT
OR
PROPOSED ZONING CHANGE

Name of development
or
name of applicant here

**Date, time and place of hearings(s) and other
information available from
Martin County Growth Management Department
Call (772) 288-5495**

Project Number:

Sec. 10.6. - Notice requirements.

10.6.A.

General. Notice of all meetings and hearings of the LPA and BCC regarding development applications shall follow the notice requirements provided for in this section.

10.6.B.

Posting of signs. Not more than ten days after a development application has been determined to be complete, the applicant shall post the property that is the subject of the application with a waterproof sign(s) entitled "Notice of Development Application" or "Notice of Zoning Change" as appropriate which describes the nature of the development request, the name of the project (if any), the telephone number where additional information may be obtained, and the County assigned project or application number.

1.

The sign(s) shall have a uniform yellow background with letters in black. Lettering shall be at least two inches in height except as otherwise set forth in paragraph 3 below.

2.

The sign(s) shall be double-faced and placed perpendicular to the street. The sign face and lettering shall be clearly visible by drivers and pedestrians traveling in either direction and should not be obstructed. Where the property abuts more than one roadway, at least one sign for each additional roadway shall be posted to satisfy this requirement. If the property does not abut a public right-of-way, signs shall be placed at the nearest public right-of-way with an indication of the location of the subject property.

3.

Signs facing minor arterial, major arterial or major collector streets shall be at least 12 square feet in area per face and the title of the sign (e.g. "Notice of Development Application" and the project or application number shall have letters at least eight inches in height. Signs facing all other streets shall be at least six square feet in area per face and the title and project application number shall be at least four inches in height.

4.

Reasonable maintenance of the sign(s) by the applicant shall be required until the conclusion of the development review process to ensure that the required sign(s) remain legible. All posted signs shall be removed within ten days after the final action has been taken on the development application.

5.

The applicant shall submit a notarized certification to the County Administrator within ten days following the posting stating that the sign(s) was posted according to and complies with the standards of these notice provisions. Failure of the applicant to submit a notarized certification shall toll the application review periods of section 10.2.D.2.

10.6.C.

Public meetings and agendas. Notice of public meetings of the LPA and the BCC regarding development applications shall be published in a newspaper of general circulation in Martin County as defined in F.S. ch. 50 consistent with F.S. ch. 286. Agendas for public meetings shall be available no less than five calendar days prior to the scheduled meeting; however, amendments to the agenda may occur subsequent to that time.

10.6.D.

Newspaper advertisement. Notice of public hearings regarding development applications shall be published at least 14 days prior to the date of the public hearing (seven calendar days if the application is being expedited pursuant to section 10.12) in the legal advertisement section of a newspaper of general circulation in Martin County, as defined in F.S. ch. 50 and consistent with the provisions of F.S. chs. 125, 163 and 286.

10.6.E.

Mailing of notice.

1.

Notice of a public hearing. The notice of a public hearing regarding development applications shall be mailed at least 14 calendar days (seven calendar days if the application is being expedited pursuant to section 10.12) prior to the public hearing by the applicant to all owners of real property located within a distance of 300 feet of the boundaries of the affected property. For development parcels which lie outside of or border the primary urban service district, the notification distance shall be increased to 600 feet. In addition, notice shall be mailed to all homeowner associations, condominium associations and the owners of each condominium unit within the notice area.

2.

List of property owners. A list of all owners to be notified pursuant to this section shall be provided by the applicant to the County Administrator no later than two weeks prior to the scheduled time of the public hearing. This list shall be based on the most recent tax roll available and must be certified as to its authenticity and completeness by an attorney at law or title company.

10.6.F.

Notice to adjacent governments. Notice of all development applications relating to property which is within one mile of another general purpose government

shall be mailed by the applicant to the appropriate entity within the jurisdiction at least 14 days prior to the public hearing.

10.6.G.

Required content of mailing and advertisement.

1.

Mailed notices required pursuant to this article shall be in a form provided by the County Administrator and shall include at a minimum:

a.

The date, time and location of the public hearing.

b.

A general location map depicting the subject property.

c.

A description of the location of the subject property (i.e., a description of the location in relation to major streets or other landmarks in the vicinity).

d.

The current and previous names of the project (as well as any commonly known name).

e.

The address of the subject property, if available.

f.

The name of the applicant.

g.

A summary of the proposal under consideration, including density and number and type of residential units or the intensity and square footage of nonresidential uses when applicable.

h.

The name of the governmental body conducting the hearing.

i.

The notice shall advise that interested parties are invited to appear at the meeting and be heard regarding the proposal under consideration.

j.

The notice shall specify where the original application and associated documents can be reviewed.

k.

Pursuant to F.S. ch. 286, the notice shall state that if any person decides to appeal any decision made with respect to any matter considered at such hearing, a record of the proceedings may be

needed, and in that event, such person may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The notice shall also specify where the original application and associated documents can be reviewed.

2.

Newspaper advertisements required pursuant to this article shall include all items listed in subsection G.1., except item b.

10.6.H.

Additional notice. The following notices are separate and distinct from the required public notice requirements of this section. Failure of any person to receive the notice provided for in this paragraph will not violate public hearing requirements.

1.

In addition to the mailed notices required by section 10.6.E.1., the applicant shall mail copies of all public hearings notices regarding a development application to any person who has made a request for such notice to the County Administrator.

2.

A person who has made a request to the County Administrator shall receive notices of the agendas of all public meetings and hearings concerning development applications. An annual fee established by the BCC shall be required in order to defray the costs of administration, reproduction and mailing.

10.6.I.

Community redevelopment areas. Where the proposed development lies within a designated community redevelopment area, in addition to the other requirements of this section, the applicant shall notify the chairperson of the Neighborhood Advisory Committee of the filing of a development application within five days of the determination that the application is complete for review. In addition, the chairperson's name and address shall be added to the list of surrounding property owners to ensure that the chairperson is notified of all meetings and hearings required by this article.

(Ord. No. 510, pt. 4, § 10.6, 11-5-1996; Ord. No. 544, pt. 1, § 10.6, 3-2-1999; Ord. No. 579, pt. 1, 9-26-2000; Ord. No. 587, pt. 1, § 10.6, 5-15-2001; Ord. No. 612, pt. II, 5-14-2002; Ord. No. 730, pt. 1, 12-5-2006; Ord. No. 752, pt. 2, 6-5-2007; Ord. No. 817, pt. 3, 2-24-2009)
