

Developer's Public Meeting Information Guide

City of Hallandale Beach
 Planning and Zoning Division
 400 South Federal Highway
 Hallandale Beach, FL 33009
 Phone (954) 457-1378
 Fax (954) 457-1488



This guide is provided to inform major development applicants about the required developer's public meeting notice requirements.

Administrative Regulations for Developer's Public Meeting

Community Meetings

The applicant of a Major Development-Community Impact project shall be required to hold at least one community meeting (to include all area property owners) at least 30 days prior to the Planning and Zoning Board hearing, or City Commission hearing if Planning and Zoning Board action is not required. The meeting shall be held for the applicant to present the plans to the community and obtain input regarding the application. The Development Services Director shall determine if more than one community meeting is needed to resolve issues or amendments as a result of the community meeting input.

Notification Requirements

All applications for Development Projects shall conform to the notice requirements for community meetings set forth in Article IX, Section 32-1004(6)(C) of the Zoning and Land Development Code as identified in the table below:

	Advertisement (Published Notice)	Mailing (Mailed Notice)	Signage (Posted Notice)
Proposed Action	Minimum of 10 days prior to the scheduled meeting	Minimum of 10 days prior to the scheduled meeting	Minimum of 10 days prior to the scheduled meeting
Major Development	½ Page	½ mile radius	4' x 4' – Double-sided

Advertisement (Published Notice) Requirements

The Developer's public meeting shall be advertised at least 10 days prior to the meeting in a newspaper of general circulation in the City or County as follows:

- Must be advertised in a newspaper the City deems appropriate; and,
- The ad must be at least ½ page in a standard size tabloid paper; and,
- The headline in type no smaller than (18) point; and,
- Notice shall **not** be placed in the portion of the newspaper where legal notices and classified ads appear; and,
- Notice shall be placed in a newspaper published at least weekly; and,
- Notices shall be published at least ten (10) days prior to the public meeting.

Instructions for Contacting Sun Times

Cecile Hiles, Vice President

305 NW 10th Terrace
Hallandale Beach, FL 33009
Dir. 305-725-6015
Tel. 954-458-0635
Fax. 954-458-0765
Suntimescecile@aol.com

Deadlines: Display ads at 12 (noon) Tuesday and Classified at 3:30 p.m. Tuesday
Mark up of ad is due to Sun Times 48 hours prior to printing day.

Cancellations: None after 12 (noon) Tuesday.

****PLEASE NOTE, THE SUN TIMES ONLY RUNS DISPLAY ADS ONCE PER WEEK,**
EACH THURSDAY. AS SUCH, ADVANCE SCHEDULING IS PARAMOUNT.**

Example:

Day of Community Meeting	February 13
Ad must be published: (10 days prior)	February 3
Published Date for Sun Times	January 30
Mark up of ad due to Sun Times	January 28

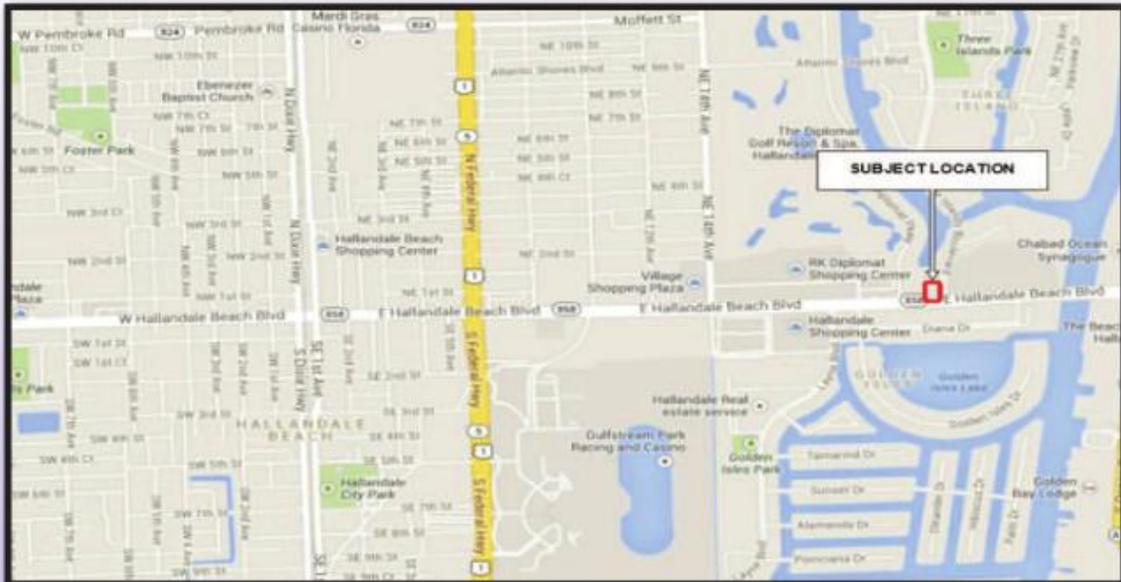
**ADVERTISEMENT
(Published Notice)**

NOTICE OF COMMUNITY MEETING

CVS 10078 FL,LLC, will hold a Community Meeting concerning its application # 54-12-DB to the City of Hallandale Beach, Florida for approval of a new CVS Pharmacy at the vacant lot located at 2101 East Hallandale Beach Boulevard. The map below shows the project location.

To learn about this project, please attend our public meeting on **Thursday, February 13, 2014 at 6:00 P.M. at Ingalls Park** located at **735 S.W 1st Street, Hallandale Beach, FL 33009**. For more information, please contact John Q. Citizen at (954) 123-4567.

**CITY OF HALLANDALE BEACH
Location of Subject Property**



Mailing (Mailed Notice) Requirements

Pursuant to Section 32-1004(6)(c), courtesy letters announcing a community meeting of a major development project shall be mailed at least 10 days prior to the meeting to all property owners within ½ mile radius of property.

Such courtesy letter shall include the following information:

- Date, time, and place of meeting
- Current general zoning and referenced permitted uses of the property
- Future Land Use map designation
- Type of petition to be considered/applicant request/proposed use
- Place and time the petition may be reviewed
- Information on its posting on the City's website
- A location map of the subject site, which shall include major street names as a means of identification of the general area.

SAMPLE MAILED NOTICE

September 13, 2013

APPLICANT: B&H Fort Lauderdale Beach, LLC
APPLICATION: Site Plan (Application #88-13-DB)
PROJECT NAME: 2000 South Ocean Drive
LOCATION: 2000 S. Ocean Drive, Hallandale Beach, Florida 33009
ZONING OF PROPERTY: RM-25 (Residential multi-family district) / PDD (Planned Development Overlay District)
FUTURE LAND USE: Residential High-density up to 25 DU/Acre
PERMITTED USES: Refer to Section 32-156 (b) and (c) and Section 32-174 (e) of the Hallandale Beach Code of Ordinances for a complete listing of permitted uses:

Dear Hallandale Beach Resident:

This correspondence serves as a courtesy notice of a Community Meeting to be held regarding the proposed site plan for a 64 unit condominium, located at 2000 South Ocean Drive. Due to the size and scope of the proposed project, it is required to undergo three levels of review by the City as follows: DRC, Planning and Zoning Board, City Commission. In addition, the applicant is required to host a public meeting for the community before the City required public hearings. As such, the applicant will hold a meeting on September 24, 2013 at 7:00 pm.

B and H Fort Lauderdale Beach, LLC will make a presentation of the proposal for a new 64 unit residential condominium project and the following application filed with the City of Hallandale Beach:

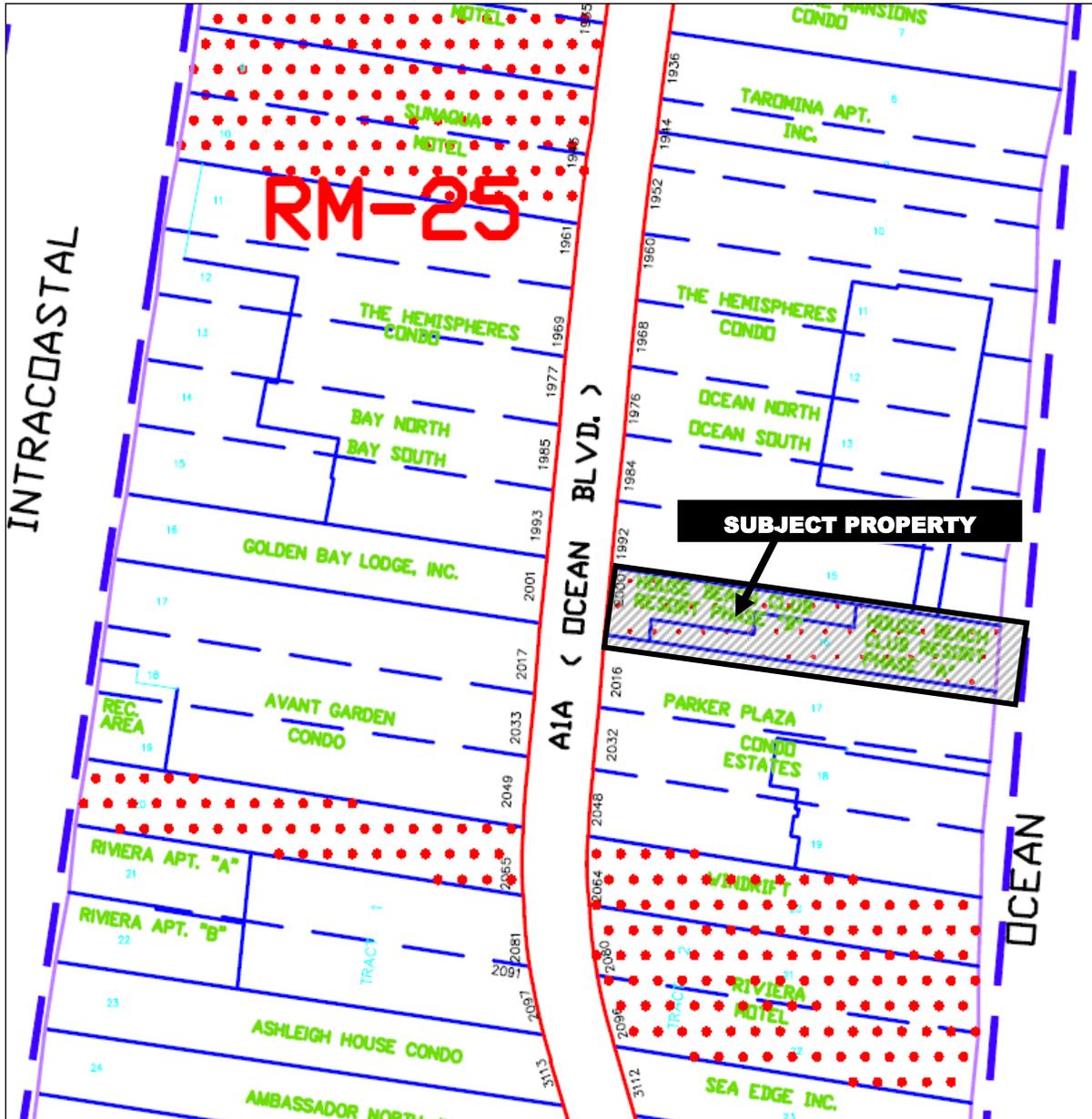
- a. Application # 88-13-DB request for Major Development approval for a 64 unit residential multi-family high rise building.

The applications, backup materials and plans are available for review in the Development Services Department, City of Hallandale Beach Municipal Complex 400 S. Federal Highway, during normal business hours. In addition, the applications can be viewed on the City's website at <http://www.cohb.org> under Development Services/Current Development Applications.

We invite you to attend our public meeting on **Tuesday, September 24, 2013 at 7:00 p.m.** at **The Hemispheres Condominium Association's Ballroom** located at **1980 South Ocean Drive, Hallandale Beach, FL 33009** and look forward to addressing any questions you may have. For further information you may contact John Q. Citizen at (954) 123-4567.

(SEE MAP ON BACK→)

LOCATION OF SUBJECT PROPERTY



Signage (Posted Notice) Requirements

Major Development, Land Use Plan Amendment, and Rezoning applications are required to post notification signs. Such signs must be **double-sided** and erected perpendicular to the street.

10 days prior to the Developer's Public Meeting, post a four by four feet (4x4) sign, which states the following:

- "Community Meeting"
- Provide the time, date, and place of meeting
- Type of application: i.e. "Major Development"
- State the application number
- State where further information can be obtained
- Please send a proof of the sign message before having it made.
- Make sure a dated photograph certifying the posting is provided to City of Hallandale Beach

SAMPLE POSTED NOTICE

