



NEIGHBORHOOD MEETING & NOTICE REQUIREMENT

Community Development Dept. | 9220 Bonita Beach Road, Ste. 111 | Bonita Springs, FL 34135 | (239) 444-6150 | permitting@cityofbonitaspringscd.org

RE: *UPDATED* Neighborhood Meeting & Notice Mandatory Requirement for Comprehensive Plan Amendment, Rezoning (conventional or planned development), and Special Exception applications.

On September 5, 2018, the Bonita Springs City Council adopted regulations for Neighborhood Meetings. The purpose of a neighborhood meeting is to educate occupants and owners of nearby lands about the proposed development and application, receive comments, address concerns about the development proposal, and resolve conflicts and outstanding issues, where possible. Previously, notices were sent by city staff to surrounding property owners as a courtesy once development projects made it to public hearing. On June 15, 2022, the City of Bonita Springs City Council adopted changes making these notices mandatory and requiring them to become the applicant's responsibility.

Neighborhood meetings are mandatory for applications for a future land use map amendment, rezoning, and special exception. Neighborhood meetings are optional for all other applications. Applicants are required to conduct a neighborhood meeting prior to filing its application with the city and a second neighborhood meeting within 30 days after the city has deemed the application to be sufficient. Applicants must also send notices to the surrounding property owners of the hearing dates at least 30 days prior to the Zoning Board public hearing date. Applicant will submit a Mailing Notice Affidavit ensuring notices were sent out. Failure to do so will result in a delay and rescheduling of application requests.

Please see City of Bonita Springs LDC Section 4-28 and 4-194 or our website for more information.

For additional questions, contact the Planner on Call at (239)-444-6166.