



Development Services
Administration Division
1112 Manatee Ave W
Bradenton, FL 34205
Phone: (941) 748-4501
mymanatee.org

July 10, 2025

Re: Neighborhood Meetings

Greetings,

This letter is to inform development review applicants about refinements to requirements regarding Neighborhood Workshops. Neighborhood Workshops help to ensure citizen participation is captured at an early stage in the development application and review process; while also providing an applicant the opportunity to understand any impacts an application may have on an affected community.

Pursuant to Land Development Code (LDC) *Section 312.6. Neighborhood Workshops*, the Department Director (or Board) may require an applicant to hold a Neighborhood Workshop for an application that, in the view of the Department Director (or Board), has potential neighborhood impacts.

Effective immediately, this notice of refinement, will be shared at Pre-Application meetings, and will be applied towards formal applications submitted after July 25, 2025. Applicants will be required to hold a Neighborhood Workshop for the following type of applications:

1. Comprehensive Plan Text and Future Land Use Map Amendment
2. Official Zoning Atlas Amendment
3. General Development Plan with and without rezoning
4. Preliminary Site Plan, when subject to Board of County Commissioner approval
5. Projects with an affordable housing component, which include a density bonus (examples include, but are not limited to, Manatee County's Livable Manatee Incentive Program or the Florida Live Local Act)
6. Any application which includes lands located east of the Future Development Area Boundary (FDAB)
7. Any application in an area with an established Community Plan pursuant to Comprehensive Plan policy 2.9.3 (Bayshore Area Neighborhood Plan, Cortez Village Community Vision Plan Palmetto/North Manatee County Urban Infill and Redevelopment Area/Enterprise Zone Plan, Parrish Village Neighborhood Action Plan, Rubonia Neighborhood Action Plan, Samoset Community Improvement Strategy, and Washington Park Neighborhood Action Plan)
8. Public Use Facility (TBD based on use and location)
9. Special Permit
10. Modification and Variance (TBD based on location, use, and extent of modification of standard)

CAROL ANN
FELTS
District 1

AMANDA
BALLARD
District 2

TAL
SIDDIQUE
District 3

MIKE
RAHN
District 4

DR. BOB
MCCANN
District 5

JASON
BEARDEN
At Large

GEORGE W.
KRUSE
At Large

Additionally, the Department Director may require Neighborhood Workshops for applications requiring Administrative Review. Such requirement will be determined at the time of the Pre-Application meeting or upon application in-take, whichever occurs first.

Neighborhood Workshops shall be held between the time of Pre-Application meeting and no later than completion of Sufficiency Review Version 1.

Neighborhood Workshops:

- Shall be noticed as required in LDC Table 3-2, and the Department Director will determine the boundaries of the Mailed Notices,
- The Department Director will make recommendations for Posted Notices,
- Additional workshops may be required if deemed necessary by the Department Director due to notice issues, technology issues, or if a substantial change was made in the pending application to warrant another Neighborhood Workshop, and
- The Department Director will require strict adherence to LDC Section 312.6.C.

I appreciate your time, attention, and cooperation with this matter.

Respectfully,

A handwritten signature in black ink, appearing to read "Nicole M. Knapp". The signature is fluid and cursive, with the first name "Nicole" being more prominent.

Nicole M. Knapp, CPM
Director