

Southgate Condominium Conversion Notice Requirement Guide

NOTICES	Required Prior to Public Hearing/Meets Requirement	Date Mailed or Distributed	Notes
Notice of Application (City Responsibility)	YES/YES	June 17, 2004	
Posting of Notice of Application on site (City Responsibility)	YES/YES	June 22, 2004	
Published Notice (City Responsibility)	YES/YES	September 16, 2004	
Notice of Public Hearing (City Responsibility)	YES/YES	September 16, 2004	
Notice of Intent to Convert – 60 day notice (applicant responsibly)	YES/YES	March 24, 2004	
Notice of Intent to Convert for Perspective Tenants – 60 day notice (applicant responsibly)	YES/YES	March 24, 2004 = Begin Date	All prospective tenants received notice subsequent to March 24, 2004
180-Day Notice of Intent to Convert (applicant responsibly)	NO/YES	March 24, 2004	All prospective tenants received notice subsequent to March 24, 2004
10-Day Notice of Application for Public Report (applicant responsibility)	NO/YES	August 18, 2004	All prospective tenants received notice subsequent to March 24, 2004
90-Day Notice of Exclusive Right to Purchase	NO/YES	August 18, 2004	All prospective tenants received 60 day notice subsequent to March 24, 2004
Planning Commission Report	YES/YES	Prior to Public Hearing	