

ORDINANCE NO. 1572-25
[Numbering system varies by the city]

**[KNOWN AS THE TITLE OF ORDINANCE AND SHOULD ONLY
ADDRESS ONE TOPIC]**

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAKE ALFRED, FLORIDA, (Always have the legislative authority listed in the title) **RELATING TO THE ESTABLISHMENT OF REGULATIONS AND PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES AND FOR REQUESTING A REASONABLE ACCOMMODATION AS REQUIRED BY CHAPTER 2025-182, LAWS OF FLORIDA [TOPIC]; IMPLEMENTING SECTION 397.487(15), FLORIDA STATUTES (2025)** [the reason why the ordinance is being established and it is shown in the recitals here]; **CREATING CHAPTER 15, ARTICLE 1, OF THE CODE OF ORDINANCES, CITY OF LAKE ALFRED, FLORIDA**; [this is establishment of a new section of the code of ordinances where the new code will be codified / if amending a section of the existing code of ordinances it would show **AMENDING CHAPTER XX, ARTICLE X.....**](Section 1 at bottom with legal language) **PROVIDING FOR THE INCORPORATION OF FACTUAL RECITALS** (Section 2 at bottom with legal language) ; **PROVIDING FOR CONFLICTS** (Section 3 at bottom with legal language); **PROVIDING FOR SEVERABILITY** (Section 4 at bottom with legal language); **PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS** (Section 5 at bottom with legal language); **PROVIDING FOR CODIFICATION** (Section 6 at bottom with legal language); **PROVIDING FOR BUSINESS IMPACT ESTIMATE** (Section 7 at bottom with legal language); **AND PROVIDING FOR AN EFFECTIVE DATE** (Section 8 at bottom with legal language).

[WHEREAS CLAUSES ARE KNOWN AS RECITALS OR BODY OF THE RESOLUTION/ORDINANCE]

WHEREAS, the City of Lake Alfred (the "City") is a Florida municipal corporation vested with home rule authority pursuant to the *Municipal Home Rule Powers Act* (F.S. Chapter 166) and *Article VIII, §2 of the Florida Constitution*; and

WHEREAS, pursuant to *Section 2(b), Article VIII of the Florida Constitution* and *Chapter 166, Florida Statutes*, the City is vested with governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services, including the general exercise of any power for municipal purposes; and

[Standard authority to enact ordinances – common language in both resolutions and ordinances. These two in BOLD are very common in both resolutions and ordinances.]

WHEREAS, in 2015, the Florida Legislature established a voluntary certification program for sober recovery residences within the Florida Department of Health to provide foundational support for those individuals receiving a program of addiction treatment or reentering society after successful completion of a program of addiction treatment; and

WHEREAS, CS/CS/CS/SB 954 (2025), codified at Section 397.487(15), *Florida Statutes*, requires the City Commission of the City of Lake Alfred, Florida (the “City Commission”), to adopt an ordinance *establishing procedures for the review and approval of certified recovery residences* within the City’s municipal limits inclusive of a process for requesting reasonable accommodations from any local land use regulation that serves to prohibit the establishment of a certified recovery residence; and

WHEREAS, the City Commission desires to implement the reasonable accommodation component of CS/CS/CS/SB 954 (2025), codified at Section 397.487(15), *Florida Statutes*, by adopting a process for requesting a reasonable accommodation from any local land use regulation that serves to prohibit the establishment of a certified recovery residence; and

WHEREAS, a *reasonable accommodation* is an established method by which an individual who is disabled or handicapped (as those terms are defined in Title II of the *Americans with Disabilities Act* and/or the *Fair Housing Amendments Act of 1988*, hereafter collectively the “disabled”), or a qualified provider of services to the disabled, can request a reasonable and necessary modification or alteration in the application of a specific provision of local law, rule, policy, or practice to afford an equal opportunity for the individual or the disabled within the service provider’s care to use and enjoy housing; and

WHEREAS, City Commission desires to implement the requirements of CS/CS/CS/SB 954 (2025), codified at Section 397.487(15), *Florida Statutes*, by adopting and creating *Chapter 15, Article I*, of the *Code of Ordinances, City of Lake Alfred, Florida* (the “Code”); and

WHEREAS, in the exercise of its legislative authority, the City Commission has determined it is in the best interests of the health, safety and welfare of the citizens and residents of the City of Lake Alfred, Florida, and consistent and in accordance with applicable Florida law to amend the Code by adopting and creating *Chapter 15, Article I*, of the Code relating to certain requests for reasonable accommodations and the establishment of certified recovery residences; and

WHEREAS, on **December 1, 2026**, at a duly noticed public meeting, the City Commission of the City of Lake Alfred determined and found that the provisions of this **Ordinance No. 1572-25**, which are required in accordance with applicable Florida law, concerning certain requests for reasonable accommodations and the establishment of certified recovery residences **does not** impose *more restrictive* and/or *more burdensome* regulation or procedures on construction, reconstruction, or redevelopment of property; and

WHEREAS, on January 5, 2026, the City Commission finds that the purpose of this **Ordinance No. 1572-25** is to comply with state law and, pursuant to *Section 397.487(15), Florida Statutes (2025)*, no business impact estimate is required to be prepared or posted prior to adoption; and

WHEREAS, on January 5, 2026, at a duly noticed public hearing, the City Commission determined that this **Ordinance No. 1572-25** amending the Code promotes the public health, safety, and general welfare of the community and found that the passage and enactment of this **Ordinance No. 1572-25** is consistent with the *City of Lake Alfred 2030 Comprehensive Plan*; and

WHEREAS, the City Commission of the City of Lake Alfred, Florida, finds that the approval and adoption of this **Ordinance No. 1572-25** is intended to enhance the present

advantages that exist within the corporate limits of the City of Lake Alfred, Florida; is consistent with the public interest; and this **Ordinance No. 1572-25** is intended to promote, protect, and improve the public health, safety, and general welfare of the citizens and residents of the City of Lake Alfred, Florida. [Public interest/purpose recital is common in both resolutions and ordinances]

[Ordinances enact law]

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE ALFRED, FLORIDA, AS FOLLOWS: [LEGAL LANGUAGE (Sections Below) SHOULD BE INDICATED IN THE TITLE AND DETAILED HERE IN THE SAME ORDER IN WHICH IT APPEARS IN THE TITLE]

Section 1. Amendment.

The *Code of Ordinances, City of Lake Alfred, Florida* (the "Code") is hereby amended to create *Chapter 15, Article I, of the Code* as set forth in **Exhibit "A"** attached hereto and made a part hereof by reference (provisions deleted are shown as ~~strike through~~ and provisions added are shown as underlined).

Section 2. Incorporation of Recitals.

The above-referenced factual recitals (WHEREAS clauses) and referenced exhibits are incorporated herein as true and correct statements which form a factual and material basis for the adoption of this **Ordinance No. 1572-25**, and the City Commission of the City of Lake Alfred, Florida, hereby adopts the above-referenced factual recitals as the legislative findings supporting the adoption of this **Ordinance No. 1572-25**.

Section 3. Conflicts.

All ordinances in conflict herewith are hereby repealed but only to the extent necessary to give this **Ordinance No. 1572-25** full force and effect, provided however, that nothing herein shall be interpreted so as to repeal any existing ordinance or resolution relating to means of securing compliance with the *City of Lake Alfred 2030 Comprehensive Plan* and/or *Code of Ordinances, City of Lake Alfred, Florida*, unless such repeal is explicitly set forth herein.

Section 4. Severability.

The provisions of this **Ordinance No. 1572-25** are severable. If any section, subsection, sentence, clause, phrase of this **Ordinance No. 1572-25**, or the application thereof shall be held invalid, unenforceable, or unconstitutional by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby. The City Commission of the City of Lake Alfred hereby declares that it would have passed this **Ordinance No. 1572-25**, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared invalid, unenforceable, or unconstitutional, or unenforceable. If any word, sentence, clause, phrase, or provision of this **Ordinance No. 1572-25** for any reason is declared by any court of competent jurisdiction to be invalid, unenforceable, or unconstitutional, then all remaining provisions and portions of this

Ordinance No. 1572-25 shall remain in full force and effect. If any section, subsection, sentence, clause or phrase of this **Ordinance No. 1572-25** is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this **Ordinance No. 1572-25**. The City of Lake Alfred, Florida, by and through its City Commission, hereby declares that it would have passed this **Ordinance No. 1572-25**, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 5. Administrative Correction of Scrivener's Errors.

It is the intention of the City Commission that sections of this **Ordinance No. 1572-25** may be renumbered or re-lettered and the word "ordinance" may be changed to, "section", or such other appropriate word or phrase in order to accomplish such intentions; and sections of this **Ordinance No. 1572-25** may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

Section 6. Codification.

It is the intent of the City Commission that the provisions of Section 2 to this **Ordinance No. 1572-25** shall be codified as and become and be made a part of the *Code of Ordinances of the City of Lake Alfred, Florida*. The implementing sections of this Ordinance, Sections 1, 3, 4, 5, and 6, shall not be codified. The code codifier is granted liberal authority to codify the provisions of this **Ordinance No. 1572-25**, *provided* that the City Commission requests for the codifier to make a State Law reference to "CS/CS/CS/SB 954 (2025), codified at Section 397.487(15), Florida Statutes, for reasonable accommodations for certified recovery residences" "as a courtesy to readers and users of the Code.

Section 7. Business Impact Estimate.

On October 1, 2023, *Senate Bill 170* ("SB 170"), *Chapter 2023-309, Laws of Florida*, was enacted amending *Section 166.041, Florida Statutes*, requiring a local government to prepare a *business impact estimate* before the enactment of an ordinance. On October 1, 2024, *Senate Bill 1628* ("SB 1628"), as codified under *Chapter 2024-145, Laws of Florida*, further amended *Section 166.041, Fla. Stat. (2024)*, by creating certain express exclusion(s).

In this instance, this **Ordinance No. 1572-25** is required for compliance with general law of the State of Florida. As such, pursuant to applicable Florida law, this **Ordinance No. 1572-25** is exempt and does **not** require a business impact estimate.

Section 8. Effective Date.

This **Ordinance No. 1572-25** shall become effective immediately upon its passage and adoption after Second and Final Reading.

INTRODUCED AND PASSED on first reading and public hearing with a quorum present and voting at the meeting of the City of Lake Alfred City Commission duly assembled held this 1st day of December, 2025.

PASSED AND FINALLY ADOPTED on second reading and adoption public hearing with a quorum present and voting at the meeting of the City of Lake Alfred City Commission duly assembled on this 5th day of January 2026.

(Regular ordinances require the title to be read at two public readings; the second public reading has to be a public hearing and advertised not less than 10 days before adoption (FS 166.041). Some municipalities require signatures on both readings; however, our city requires signatures only after adoption.)

Please note that Florida Statutes govern other Ordinance advertising requirements, such as Annexations (different types), Future Land Use, Zoning, and Truth in Millage (TRIM). (Please consult your city attorney or subject matter experts to ensure advertisement requirements are appropriately met.)

**CITY OF LAKE ALFRED
CITY COMMISSION**

C. Mac Fuller, Mayor

ATTEST:

Linda Bourgeois, BAS, MMC, City Clerk

[Place City Seal on the Document]

Approved as to form:

Frederick J. Murphy, Jr., City Attorney

Please note: Whenever an Exhibit is indicated in the Ordinance, ensure it is attached before scanning, distribution, and filing in the permanent records.

Please use your own City Attorney's legal language, as each City Attorney may have similar but different requirements.

CITY OF LAKE ALFRED

EXHIBIT "A" ORDINANCE 1572-25

Provisions being deleted are shown as ~~strikethrough~~ and
provisions being added are shown as underlined

CHAPTER 15 – REASONABLE ACCOMMODATIONS

ARTICLE I. – CERTIFIED RECOVERY RESIDENCE(S)

Sec. 15-1. – Purpose.

The purpose of this section is to address the establishment of certified recovery residences, as defined in s. 397.311(5), F.S., and provide procedures for the review and approval of requests for a reasonable accommodation in the application of the City's ordinances, rules, policies, and procedures consistent with the federal Fair Housing Amendments Act (42 U.S.C. 3601, et seq.) ("FHA") and Title II of the Americans with Disabilities Act (42 U.S.C. Section 12131, et seq.) ("ADA").

Sec. 15-2. – Definitions.

For purposes of this Section, the terms used in this Chapter shall possess the meanings, interpretations and/or definitions assigned in §397.311, Florida Statutes (2025), as may be amended, provided however, that where one (1) of the following listed terms set forth in this Section is used in this Chapter, such term(s) shall possess the corresponding meaning, as follows:

(a) *Certified recovery residence* means a recovery residence that holds a valid certificate of compliance and is actively managed by a certified recovery residence administrator as defined in §397.311, Florida Statutes (2025), as may be amended, including Level I through Level IV certified recovery residences.

(b) *Certificate of compliance* means a certificate issued by a credentialing entity to a recovery residence or recovery residence administrator.

(c) *Certified recovery residence administrator* means a recovery residence administrator who holds a valid certificate of compliance.

(d) *City Code* means the *Code of Ordinances, City of Lake Alfred, Florida* and/or *City of Lake Alfred Unified Land Development Code*.

(e) *City Representative* means, for purposes of this Chapter, the City Manager, or her/his designated appointee, who is authorized to act on behalf of the City of Lake Alfred, Florida, in the administration of this Chapter. The City Representative does not have the authority to waive or modify any condition or term of this Chapter.

(f) Reasonable accommodation means an established method by which an individual who is disabled or handicapped (as those terms are defined in Title II of the Americans with Disabilities Act and/or the Fair Housing Amendments Act of 1988) (hereafter collectively referred to as the "disabled"), or a service provider and/or provider to the disabled, can request a reasonable and necessary modification or alteration in the application of conditions, policies, procedures, processes, provisions, rules and requirements set forth in the City Code in order to afford an equal opportunity for the individual or the disabled within the service provider's care to use and enjoy housing which may include, but is not to be limited to, a waiver or modification of land use, zoning, or other regulations.

Sec. 15-3. - Applicability.

This Section applies to a certified recovery residence seeking a reasonable accommodation from applicable conditions, policies, procedures, processes, provisions, rules and requirements set forth in the City Code within the corporate limits of the City. This Section shall not supersede any declaration of covenants, conditions, or restrictions of a condominium, cooperative, or homeowners' association governed by Chapters 718, 719, or 720, Florida Statutes.

Except for the seeking of a reasonable accommodation, the review and approval of a certified recovery residence is governed by the applicable conditions, policies, procedures, processes, provisions, rules and requirements set forth in the City Code.

Sec. 15-4. – Application for Reasonable Accommodations.

(a) Application. Applications for a reasonable accommodation under this Section under this Section from the applicable conditions, policies, procedures, processes, provisions, rules and requirements of the City Code that may hinder the establishment of a certified recovery residence shall be made in writing to the City of Lake Alfred Community Development Department on a form provided by the City and shall, at a minimum, provide the following information:

1. The name and contact information of the applicant making the request. If the applicant is not the certified recovery residence administrator who will be actively managing the certified recovery residence, the administrator's name, contact information, and a copy of the administrator's certification must also be provided. If the applicant is not the owner of the property where the reasonable accommodation is being requested, then the contact information for the owner must be included;

2. The location where the reasonable accommodation is requested, including the address and applicable parcel identification number;

3. A description of the reasonable accommodation(s) requested, identifying the applicable conditions, policies, procedures, processes, provisions, rules and requirements of the City Code for which the applicant needs reasonable accommodation(s), and why the reasonable accommodation(s) are necessary;

4. Certification stating the following:

I certify, under penalty of perjury, that the information provided in this application is true and correct. I understand that, if I knowingly provide false information with this request, my request shall become null and void;

5. Any additional information or documentation which the applicant feels is necessary to support the request for reasonable accommodation(s);
6. Copy of the applicable certificate of compliance; and
7. The signature of the applicant and date.

(b) Confidential Information. Applications for a reasonable accommodation under this Section should not include information or records specific and personal to any individual's medical diagnosis, prognosis, history, or treatment. Provided however, should the information provided by the applicant to the City include medical information or records, including records indicating the medical condition, diagnosis or medical history of the disabled, such disabled may, at the time of submitting such medical information, request that the City, to the extent allowed by applicable law, treat such medical information as confidential information of the disabled. The City shall thereafter endeavor to provide written notice to the disabled, and/or their representative, of any request received by the City for disclosure of the medical information or documentation which the disabled has previously requested be treated as confidential by the City. The City will cooperate with the disabled, to the extent allowed by applicable law, in actions initiated by such individual to oppose the disclosure of such medical information or documentation, but the City shall have no obligation to initiate, prosecute or pursue any such action, or to incur any legal or other expenses (whether by retention of outside counsel or allocation of internal resources) in connection therewith, and may comply with any judicial order without prior notice to the disabled.

(c) Review Process. The City Representative shall have the authority to consider and act on application(s) for reasonable accommodation(s), recertification of an approved reasonable accommodation, and amendment to an approved reasonable accommodation.

1. Upon receipt of an application for reasonable accommodation(s), which shall be submitted on the form provided by and submitted to the City of Lake Alfred Community Development Department, the application shall be date-stamped;
 - i. The City Representative may determine that additional information is necessary in order to reach a determination on an application for reasonable accommodation(s); and, in the event a request for additional information is required to process the application, the City Representative shall notify the applicant in writing (hereafter the "Written Notice") within 30 days following receipt of the application for reasonable accommodation(s) that additional information and/or the required minimum information was not submitted;
 - ii. The Written Notice shall identify the documents and/or information necessary to process the application;

iii. The applicant shall provide the requested documents and/or information identified in the Written Notice within 30 days; and

iv. If the applicant fails to provide the identified documents/information necessary to process the application within the above-referenced timeframe, the City Representative shall issue a written notice advising that the applicant failed to timely submit the additional information and therefore the application for reasonable accommodation(s) shall be deemed abandoned and/or withdrawn and no further action by the City with regard to said reasonable accommodation(s) application shall be required.

2. Within sixty (60) days of receipt of a completed application for reasonable accommodation(s), the City Representative shall issue a written determination approving, approving with conditions, or denying the application for reasonable accommodation(s);

3. In the event additional information is requested by the City Administrator, the 60-day time frame for issuing a written determination shall be extended by 30 days;

4. In reviewing the application for reasonable accommodation(s), the City Representative may conduct site visit(s) and/or utilize City consultant(s) in issuing a determination; and

5. If a written determination is not issued within 60 days after the receipt by the City of a completed application for reasonable accommodation(s), the application shall be deemed approved unless the time periods specified in this Chapter have been extended by mutual agreement of the parties with such extension confirmed in writing.

Sec. 15-5. – Review Criteria.

(a) Decisions on an application for reasonable accommodation(s) under this Section shall be based on making the minimum reasonable accommodation necessary to accomplish the purpose of the request and meet the requirements of the Fair Housing Amendments Act of 1988, the Americans with Disabilities Act, and Chapter 2025-182, Laws of Florida.

(b) The applicant shall be required to establish that the operator and/or administrator of the certified recovery residence is qualified to provide such services and/or housing to qualifying individuals. An operator and/or administrator may establish its qualification by demonstrating that they are certified by the Florida Association of Recovery Residences, National Alliance for Recovery Residences, or other similar nationally recognized accrediting agency for recovery residences.

(c) Alternative accommodation. If the City Representative finds that the applied for accommodation(s) impose an undue financial and/or administrative burden on the City and/or require a waiver of the City's land use or zoning regulation(s), the City Representative may consider, determine, and propose other reasonable alternative accommodation(s) which would effectively meet the applicant's need(s). In considering and proposing other reasonable alternative accommodation(s), the City Representative shall utilize City consultants.

(d) Application Fee(s). Each applicant for approval of a reasonable accommodation from the application of conditions, policies, procedures, processes, provisions, rules and requirements set forth in the City Code shall pay any applicable cost recovery as provided in *Section 9.2.3.F.3 of the City of Lake Alfred Unified Land Development Code* which includes, but shall not be limited to, an application fee and to help defray the cost to the city of reviewing the application and making a determination as to whether or not the request for a reasonable accommodation satisfies the review criteria set forth in this Chapter.

Sec. 15-6. – Determination.

Within sixty (60) days of receipt of a completed application, the City Representative shall issue a written determination approving, approving with conditions, approving with reasonable alternative accommodation(s), or denying the application for reasonable accommodation(s). If no determination is issued within sixty (60) days of the City's receipt of a completed application, and no written extension of time and/or other extension of time is applicable, the application shall be deemed approved.

Sec. 15-7. – Appeals.

Pursuant to Section 9.4.4 of the City of Lake Alfred Unified Land Development Code, the Development Review Special Magistrate shall hear and decide appeals when it is alleged by the applicant and/or disabled that there is an error in any requirement, decision, or determination made by the City Representative in the administration and enforcement of this Chapter.

Sec. 15-8. – Enforcement.

(a) Stay of enforcement. While an application for reasonable accommodation(s), or an appeal of a determination on and/or for an application for reasonable accommodations, is pending, the City shall not enforce the conditions, policies, procedures, processes, provisions, rules and requirements set forth in the City Code against the applicant.

(b) Revocation. The approval(s) granted under this Chapter for reasonable accommodation(s) may be revoked or modified, as follows:

i. Any approved reasonable accommodation(s) shall be deemed revoked if the applicant or the property upon which the accommodation is granted is found in violation of any conditions of the approval granting the reasonable accommodation(s) by a court of law or by the special magistrate hearing code enforcement cases;

ii. The failure to obtain state certification(s), required state license(s), or the failure to maintain state certification(s), required state license(s), or alternate certification(s) permitted by this Chapter, shall result in revocation of the reasonable accommodation(s) and cessation of operations within sixty (60) days of termination of the license(s) and/or certification(s); and

iii. The City shall provide 30-days' written notice of any proposed revocation.

(c) *Expiration of approvals.* The approval(s) of and/or for reasonable accommodation(s) shall expire within one hundred eighty (180) days if not implemented and/or acted upon by the applicant.

(d) *Reinstatement.* If the certificate of compliance is reinstated within one hundred eighty (180) days of revocation, the accommodation(s) may be reinstated administratively by the City Representative.

Sec. 15-9. – General Provisions.

The general provisions set forth in this Section shall be applicable to this Chapter, as follows:

(a) *Calculation of Time.* The calculation of the number of days that have passed during any time period prescribed by this Chapter shall be based on Calendar Days (unless specified otherwise in this Chapter). Unless otherwise specified in this Chapter, the calculation of the number of days that have passed during any time period prescribed in or by this Chapter shall commence on the day immediately following the event triggering such time period. For purposes of this Chapter, unless otherwise specified herein, the tolling of any such time period(s) shall be in Calendar Days. In the event any time period or deadline identified in this Chapter expires and/or falls on a Saturday, Sunday or City recognized holiday, said expiration and/or deadline shall be automatically tolled until 5:00 pm on the next available Business Day which the City is open for business to the public.

(b) For purposes of this Chapter, *business days* shall mean each calendar day which is not a Saturday, Sunday or a recognized holiday by the City of Lake Alfred, Florida.

(c) For purposes of this Chapter, *calendar days* and/or *days* shall mean any day in a 365-day calendar.

(d) *Date of receipt.* For purposes of this Chapter, an e-mail and/or submittal(s) sent electronically and received by the City Representative on or before 12:00 PM on a Business Day shall be deemed to have been received on the Business Day which the e-mail and/or submittals were sent. In the event an e-mail and/or submittal(s) are sent electronically and received by the City Representative on or after 12:01 PM on a Business Day, the e-mail and/or submittals shall be deemed to have been received on the next Business Day.

(e) A reasonable accommodation is specific to the applicant and shall not run with the land.

(f) A reasonable accommodation shall not excuse and/or waive an applicant's obligation to adhere to and comply with applicable law.

(g) *Public Notice of availability of reasonable accommodation(s).* The City shall display a notice in the City's public notice bulletin board (and shall maintain copies available for review in the Community Development Department and the Office of the City Clerk), advising the public that the disabled and qualifying entities may request a reasonable accommodation as provided in this Chapter.