

**CITY OF CORAL GABLES, FLORIDA**

**ORDINANCE NO. 2024-**

AN ORDINANCE OF THE CITY COMMISSION OF CORAL GABLES, FLORIDA, PROVIDING FOR TEXT AMENDMENTS TO THE CITY OF CORAL GABLES OFFICIAL ZONING CODE ARTICLE 15, “NOTICES,” SECTION 15-102, “NOTICE,” TO REQUIRE DOOR HANGERS AS AN ADDITIONAL NOTIFICATION FOR REQUIRED PUBLIC INFORMATION MEETINGS FOR MULTI-FAMILY AND MIXED-USE PROJECTS, PROVIDING FOR REPEALER PROVISION, SEVERABILITY CLAUSE, CODIFICATION, AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City respects the rights of all people to participate in the City’s planning processes; and

**WHEREAS**, multiple policies in the Coral Gables Comprehensive Plan allow every affected person the opportunity to participate early and throughout the decision-making process; and,

**WHEREAS**, Staff has drafted a Zoning Code text amendment to require door hangers as an additional notification for required public information meetings for multi-family and mixed-use projects; and,

**WHEREAS**, after notice was duly published, a public hearing was held before the Planning and Zoning Board on April 10, 2024, at which hearing the Board deferred the item; and

**WHEREAS**, after notice was duly published, a public hearing was held before the Planning and Zoning Board on May 8, 2024, at which hearing all interested parties were afforded the opportunity to be heard; and

**WHEREAS**, the Planning and Zoning Board was presented with the text amendments to the Official Zoning Code, and after due consideration, the Board recommended denial (vote: 5 to 1); and

**WHEREAS**, the City Commission held a public hearing on May 21, 2024 at which hearing all interested persons were afforded an opportunity to be heard, and the item was approved on first reading (vote: 5 to 0); and,

**WHEREAS**, after notice was duly published, a public hearing for Second Reading was held before the City Commission, at which hearing all interested parties were afforded the opportunity to be heard, and the item was approved on second reading.

**NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES THAT:**

**SECTION 1.** The foregoing “**WHEREAS**” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

**SECTION 2.** The Official Zoning Code of the City of Coral Gables is hereby amended as follows<sup>1</sup>.

**Article 15. Notices**

Section 15-102. Notice.

\*\*\*

D. Applicants required public information meeting. All applicants filing applications requiring a public hearing before the Planning and Zoning Board and City Commission shall conduct a minimum of one (1) public information meeting, a minimum of fourteen (14) days in advance of the Planning and Zoning Board public hearing. An additional public information meeting shall be required prior to the Board of Architects preliminary review meeting for proposed buildings and structures on building sites of twenty thousand (20,000) square feet or more. These meetings shall be conducted by the applicant representatives to inform surrounding property owners, neighborhoods, homeowners associations, interested parties, etc. of pending applications under review by the City. As a minimum the following shall be completed and provided:

1. Notification to all surrounding property owners within the identified mail notification radius as provided within Section 15-102.C. or additional mail notification radius as determined by the Development Review Official.
2. The mail notice and door hanger notice(s) shall provide the website and QR Code for residents to sign up for all future required notices as to the property.
3. Multi-family and Mixed-Use projects shall require door hangers as an additional notification for required public information meetings prior to review. Any door hangers that are still visible from a street shall be removed within forty-eight (48) hours after the meeting occurs.
4. The meeting is conducted on the subject property or in a location that is convenient to surrounding property owners.
5. Copy of forwarded notice.
6. Listing of all mailing addresses of all parties notified.
7. Meeting attendance records including the property owner addresses and other applicable contact information.
8. Meeting summary minutes or verbatim record as determined by the Development Review Official.

---

<sup>1</sup> Deletions are indicated by ~~striketrough~~. Insertions are indicated by underline.

Above items 5 6 through 7 8 shall be provided to the Development Review Official seven (7) days after the public information meeting. It is recommended these meetings occur after the application has undergone preliminary review by City Staff. This will ensure City review and comments are included as a part of the information provided to the interested parties. The Development Review Official may require additional public information meetings and notice to provide for further public input and dissemination of information.

**SECTION 3.** All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 4.** If any section, part of section, paragraph, clause, phrase or word of this Ordinance is declared invalid, the remaining provisions of this Ordinance shall not be affected.

**SECTION 5.** It is the intention of the Commission of the City of Coral Gables, Florida, that the provisions of this Ordinance shall become and be made part of the “Zoning Code” of the City of Coral Gables, Florida; and that the sections of this “ordinance” may be changed to “section”, “article”, or such other appropriate word or phrase in order to accomplish such intentions.

**SECTION 6.** If the Official Zoning Code of the City of Coral Gables Tables of Contents or other reference portions is affected by these provisions, then changes are approved as a part of this Ordinance.

**SECTION 7.** This Ordinance shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS THIRTEENTH DAY OF APRIL, A.D., 2024.

APPROVED:

VINCE LAGO  
MAYOR

ATTEST:

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

BILLY Y. URQUIA

CRISTINA SUAREZ

CITY CLERK

CITY ATTORNEY