



City of Coral Gables Planning and Zoning Staff Report

Applicant: City of Coral Gables
Application: **Zoning Code Text Amendments – Appeals**
Public Hearing: Planning and Zoning Board
Date & Time: **May 20, 2026; 6:00 – 9:00 p.m.**
Location: Community Meeting Room, Police and Fire Headquarters,
2151 Salzedo Street, Coral Gables, Florida, 33134

1. APPLICATION REQUEST

The City of Coral Gables is requesting review and consideration of the following:

An Ordinance of the City Commission of the City of Coral Gables, Florida, amending Zoning Code Article 14, "Process", Section 14-208, "Appeals" to revise appeal procedures, extensions deadlines, increase specificity in notices of appeal; limit the scope of stays; establish provisions regarding consolidation, related approvals, and abandonment of appeals, providing for a severability, repealer, codification, and an effective date.

The request requires three (3) public hearings, including review and recommendation by the Planning and Zoning Board, and 1st and 2nd Reading before the City Commission.

2. BACKGROUND INFORMATION

Article 14, "Process," Section 14-208 of the City of Coral Gables Official Zoning Code establishes the procedures and requirements governing appeals of administrative decisions and quasi-judicial determinations. These provisions outline the applicable timelines, filing requirements, notice procedures, and review standards for appeals before the Board of Adjustment, Historic Preservation Board, and City Commission.

The amendment request is proposed to improve clarity, consistency, and administrative efficiency within the appeal process. In particular, certain provisions related to appeal timelines, scope of appealable actions, procedural requirements, and postponement standards have resulted in ambiguity or unintended delays in processing appeals. The proposed amendments are intended to address these issues and align the Code with current administrative practices while ensuring due process for aggrieved parties.

The proposed amendments include:

- Shortening appeal filing timelines;
- Clarifying appealable actions and procedural requirements;
- Establishing standards for consolidation and finality;
- Refining City Commission review procedures; and
- Updating notice, postponement, and abandonment provisions.

Overall, the amendments are intended to improve clarity, consistency, and efficiency in the appeal process.

3. PROPOSED ZONING CODE TEXT AMENDMENT

The proposed Zoning Code text amendment is provided in Attachment A in ~~striketrough~~/underline format.

4. REVIEW TIMELINE / PUBLIC NOTICE

City Review Timeline

The submitted applications have undergone the following City reviews:

REVIEW COMMITTEES AND BOARDS	DATE
Planning and Zoning Board	05.20.26
City Commission – 1 st Reading	TBD
City Commission – 2 nd Reading	TBD

The following has been completed to solicit input and provide notice of the Application:

PUBLIC NOTICE	DATE
Legal advertisement	05.08.26
Posted agenda and Staff report on City web page/City Hall	05.15.26

5. FINDINGS OF FACT

In accordance with Section 14-212.5 of the Zoning Code, the Planning and Zoning Board shall not recommend adoption of, and the City Commission shall not adopt, text amendments to these land Zoning Code unless the text amendment:

Standard	Staff Evaluation
a. Promotes the public health, safety, and welfare.	The proposed amendments promote the public health, safety, and welfare by improving the clarity, consistency, and efficiency of the appeal process. The revisions establish clearer timelines, procedures, and standards for appeals, which enhances transparency, ensures due process, and supports orderly decision-making.
b. Does not permit uses the Comprehensive Plan prohibits in the area affected by the text amendment.	The proposed zoning text amendment is procedural in nature does not permit any land uses that are prohibited by the City's Comprehensive Plan.
c. Does not allow densities or intensities in excess of the densities and intensities which are permitted by the future land use categories of the affected property.	The proposed amendment does not modify or increase the allowable densities or intensities of development.

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| d. Will not cause a decline in the level of service for public infrastructure which is the subject of a concurrency requirement to a level of service which is less than the minimum requirements of the Comprehensive Plan. | The proposed amendment is limited to procedural changes related to appeals will not affect the level of service for public infrastructure. |
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| e. Does not directly conflict with any objective or policy of the Comprehensive Plan. | The proposed amendments are consistent with the Comprehensive Plan, as they enhance administrative procedures and support effective implementation of the City’s land development regulations. No conflicts with any Comprehensive Plan objectives or policies have been identified. |
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Staff finds that, based on the analysis above, all five of these criteria are **satisfied**.

6. STAFF RECOMMENDATION

The Planning and Zoning Division recommends **approval**.

7. ATTACHMENTS

A . Proposed Text Amendments.

Please visit the City’s webpage at www.coralgables.com to view all Application plans and materials, notices, applicable public comments, minutes, etc. The complete Application and all background information also is on file and available for examination during business hours at the Planning and Zoning Division, 427 Biltmore Way, Suite 201, Coral Gables, Florida 33134.

Respectfully submitted,



Jennifer Garcia, AICP, CNU-A
Assistant Director of Development Services
for Planning and Zoning
City of Coral Gables, Florida