



City of Coral Gables
CITY COMMISSION MEETING
February 13, 2024

ITEM TITLE:

Ordinance on Second Reading. Zoning Code Text Amendment.

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 amend requirement for the Applicants Required Public Information Meeting to occur prior to review by the Board of Architects and to require additional registration information for future notifications to be included in meeting notice, providing for repealer provision, severability clause, codification, and providing for an effective date.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

PLANNING AND ZONING BOARD RECOMMENDATION:

At the January 10, 2024 meeting, the Planning and Zoning Board recommended approval (vote: 4 - 2) with the condition to hold an additional meeting prior to the Planning & Zoning Board.

BRIEF HISTORY:

At First Reading, the City Commission requested to include the website and QR Code for residents to register for all future required notices related to the property to the Zoning Code's notice requirements for the Applicants Required Public Information Meeting.

No other changes have been made since First Reading.

As requested by multiple members of the Commission, Staff prepared a Zoning Code text amendment that amends the requirement for the Applicant's neighborhood meeting to occur prior to the preliminary review by the Board of Architects.

Currently, Zoning Code Section 15-102.D requires that an applicant conduct a Public Information Meeting 14 days prior to the Planning & Zoning Board public hearing. The information meeting is organized, noticed, and hosted solely by the Applicant, who then provides a copy of the mailing addresses, attendance, and meeting summary to Staff. Currently, any development application must complete the following prior to the Planning & Zoning Board public hearing: (1) review by the Development Review Committee (DRC), (2) preliminary approval by the Board of Architects (BOA), and (3) present to the neighbors in a public information meeting.

The proposed text amendment would require the Applicants public information meeting to occur earlier in the public review process prior to preliminary review by the Board of Architects. All other requirements for the public information meeting would remain.

Planning & Zoning Board

At the January 10th, 2024 meeting, the Planning and Zoning Board discussed the importance of engaging the neighbors earlier in the public review process. Some members shared concerns about presenting proposed projects before any approvals by the Board of Architects, as the proposed building(s) can often develop and change through the review process. Most of the Board members desired to require a community meeting both before the Board of Architects and before the Planning & Zoning Board, and therefore recommended approval with the modification that an additional meeting be required prior to the Planning & Zoning Board (vote: 4 - 2).

The draft Ordinance for the Zoning Code text amendment is provided as Exhibit A.

PUBLIC NOTIFICATION(S):

Date	Form of Notification
12.05.23	City Commission meeting agenda posted on City webpage.
12.28.23	Legal Advertisement for Planning & Zoning Board.
01.05.24	Posted PZB agenda and Staff report.
01.29.24	Legal Advertisement.
02.06.24	City Commission meeting agenda posted on City webpage.

EXHIBIT(S):

- A. Draft Ordinance.
- B. 01 10 24 PZB Staff Report with attachments.
- C. Excerpt of 01 10 24 PZB Meeting Minutes.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$0		
2.	\$0		
Total:	\$0		

Fiscal Impact:

The approval of requiring the neighborhood meeting to occur earlier in the public review process will not have a direct fiscal impact on the city.

BUSINESS IMPACT:

The intent of the proposed text amendment of requiring an Applicant’s neighborhood meeting to occur earlier in the public review process is to engage the community at an earlier stage of the process.

The proposed change in the public review process will not have an additional cost for compliance, and not create a new charge or fee on businesses.

All proposed projects that currently require public hearings before the Planning & Zoning Board and City Commission would be affected by the proposed text amendment. Approximately 20 applications reviewed by the DRC in 2023 require public hearings and therefore would be affected by this proposed change.