



**City of Coral Gables
CITY COMMISSION MEETING
July 9, 2024**

ITEM TITLE:

Ordinance on First Reading. Zoning Code Text Amendment.

1. 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 mailed notice for Mediterranean Bonus applications before the Board of Architects, providing for repealer provision, severability clause, codification, and providing for an effective date.

Resolution. Amendment to Fee Schedule. (This Resolution is not for consideration at this time and will be included with the above related ordinance on Second Reading if approved on First Reading.)

2. A Resolution of the City Commission of Coral Gables, Florida, amending Ordinance No. 2015-17, as amended, to create a Board of Architects Mediterranean Style Review Fee; providing for severability, and an effective date.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

PLANNING AND ZONING BOARD RECOMMENDATION:

At the June 12, 2024, meeting, the Planning and Zoning Board recommended approval of the proposed Zoning Code text amendment (vote: 6-1).

BRIEF HISTORY:

As requested by a Commissioner, Staff prepared a Zoning Code text amendment to require mailed notice for Mediterranean Bonus applications before the Board of Architects. Currently, mailed notice is provided for public hearings before the Planning & Zoning Board, Board of Adjustment, Historic Preservation, and City Commission. However, since certain small-scale development is encouraged through the Zoning Code's adopted procedures and therefore not required to have an approved site plan by the City Commission via the Conditional Use review process (i.e. properties less than 20,000 square feet), neighbors are not aware of some proposed development unless they immediately about the property and see the signs for Development Review Committee (DRC) or Board of Architects. Property owners and developers are always encouraged to abide by the current Zoning Code regulations and not request changes to the land use or zoning. Therefore, the proposed text amendment requires mailed notice for Board of Architects meeting that are considering granting the Mediterranean Bonus.

The City Commission discussed the proposed mailed notice requirement at their May 21, 2024, Commission meeting and directed Staff to prepare the text amendments for consideration.

Planning & Zoning Board

At the June 12, 2024, meeting, the Planning & Zoning Board was presented with the proposed Zoning Code text amendment to require mailed notice for Mediterranean Bonus applications before the Board of Architects. Most of the Board members agreed with the proposed requirement and recommended approval of the proposed mailed notice, vote: 6-1.

Board of Architects

The Board of Architects discussed the proposed text amendment at their May 30, 2024, meeting. The Board welcomed the idea of mailing notice to notify nearby neighbors of upcoming meetings. However, the Board was concerned about the additional time that would be required for public comments, as the Board meets weekly and on a voluntary basis. After discussion, the Board unanimously recommended that mailed notice should be provided for Mediterranean Bonus applications, however, public comment should be collected via email or e-comment, and that public comment should be gathered prior to the Board of Architects meeting at a neighborhood meeting by the development team.

As directed by the Commissioner, Staff will be administering the mailing. The fee schedule for Development Services will need to be amended to add an additional administrative fee for the Mediterranean Bonus review and mailing.

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

LEGISLATIVE ACTION:

Date:	Resolution/Ordinance No.	Comments

PUBLIC NOTIFICATION(S):

Date	Form of Notification
05.14.24	City Commission meeting agenda posted on City webpage.
05.27.24	PZB Legal Advertisement.
06.07.24	Planning & Zoning Board meeting agenda posted on City webpage.
06.24.24	City Commission Legal Advertisement.
07.02.24	City Commission meeting agenda posted on City webpage.

FINANCIAL INFORMATION:

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

Fiscal Impact: The approval of requiring mailed notice for Board of Architects applications seeking Mediterranean Bonus will not have a direct fiscal impact on the city. However, if Staff will be administering the mailed notice to be completed by an approved vendor, the new requirement will have a fiscal impact on the city. An additional administrative fee of \$4,000 will be added to the Board of Architects fee schedule to accommodate additional cost the City to provide the mailed notice.

BUSINESS IMPACT:

The intent of the proposed text amendment is to require mailed notice for the Board of Architects when considering the granting of the Mediterranean Bonus an additional type of providing notice to adjacent neighbors.

The proposed mailing requirement will have an additional cost for compliance, as the property owner or developer will be required to pay the City the additional administrative fees for Mediterranean Bonus applications before the Board of Architects. Compliance will affect and create a new administrative fee of \$4,000 on businesses seeking Mediterranean Bonus review by the Board of Architects. In review of past mailings that the City contracted for, the range varied from \$1,225 to \$2,200, depending on the amount of addresses for printing and postage. However, Mediterranean Bonus applications are located in or near the densest urban areas of the city (eg. downtown, North Ponce, Design & Innovation District, US-1 corridor, and other major commercial thoroughfares). A range from 6 to 10 Board of Architects applications seek Mediterranean Bonus per year.

EXHIBIT(S):

- A. Draft Ordinance.
- B. Draft Resolution – Fee Schedule.
- C. Draft Fee Schedule for Board of Architects.
- D. 06 12 24 PZB Staff Report with Attachments.
- E. Excerpt from 06 12 24 PZB Meeting Minutes.