



# City of Coral Gables Planning and Zoning Staff Report

Applicant: City of Coral Gables  
Application: **Zoning Code Text Amendment – Planning & Zoning Board Voting**  
Public Hearing: Planning and Zoning Board  
Date & Time: **January 9, 2019; 6:00 – 9:00 p.m.**  
Location: City Commission Chambers, City Hall,  
405 Biltmore Way, 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 Coral Gables, Florida providing for text amendments to the City of Coral Gables Official Zoning Code (Zoning Code), amending Article 2, "Decision Making and Administrative Bodies," Division 2, "Planning and Zoning Board," Section 2-203 "Meetings; quorum; required vote," providing for clarifying Planning and Zoning Board voting procedures, providing for repealer provision, severability clause, codification, and providing for an effective date.*

## 2. BACKGROUND INFORMATION

As directed by the City Attorney, Staff has prepared Zoning Code text amendments to clarify voting procedures for the Planning and Zoning Board. The Zoning Code provides that where a Planning and Zoning Board motion results in a tie vote or does not receive a minimum of 4 votes, the item is transmitted to the City Commission without a Board recommendation. The proposed text amendment clarifies and reaffirms that the Board has the opportunity to modify its motion in order to obtain the necessary votes so that it can make a recommendation to the City Commission on a zoning item.

## 3. PROPOSED ZONING CODE TEXT AMENDMENT

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

### ARTICLE 2-DECISION MAKING AND ADMINISTRATIVE BODIES

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#### Division 2. Planning and Zoning Board

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#### Section 3-203. A Meetings; Quorum; Required vote.

A. Meetings. The Planning and Zoning Board shall schedule one (1) regular meeting each month, and special meetings at such times as the Board may determine or at the call of the Chairperson or Secretary thereof, for the consideration of business before the Board. All meetings of the Board shall be open to

the public. The time and place of the meetings, and the order of business and procedures to be followed at meetings, shall be as prescribed by the Chairperson and the Secretary of the Board.

B. Quorum; Required Vote. Four (4) members of the Board shall constitute a quorum and the affirmative vote of four (4) members shall be necessary for the adoption of any motion. A vote of less than four (4) members on a motion regarding an application shall be deemed a tie vote. Whenever a tie vote occurs, and no other available motion on the application is made and approved before the next application is called for consideration or before recess or adjournment is called, whichever occurs first, the application shall proceed to the City Commission without a recommendation. A workshop meeting where no business is conducted may be held without a quorum. If only four (4) members of the Board are present, an applicant may request and be entitled to a continuance to the next regularly scheduled meeting of the Board. If a matter is continued due to lack of a quorum, the Chairperson or Secretary of the Board may set a special meeting to consider such matter. In the event that four (4) votes are not obtained an applicant may request a continuance or allow the application to proceed to the City Commission without a recommendation.

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#### 4. FINDINGS OF FACT

In accordance with Section 3-1405 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:

- A. Promotes the public health, safety, and welfare.
- B. Does not permit uses the Comprehensive Plan prohibits in the area affected by the district boundary change or text amendment.
- 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.
- 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 the minimum requirements of the Comprehensive Plan.
- E. Does not directly conflict with an objective or policy of the Comprehensive Plan.

Staff finds that all five of these criteria are **satisfied**.

#### 5. COMPREHENSIVE PLAN CONSISTENCY

In accordance with Section 3-1407 of the Zoning Code, the Planning and Zoning Board shall determine whether the Zoning Code text amendment is consistent with the Comprehensive Plan. Staff finds that the proposed text amendment **is consistent** with the Comprehensive Plan.

**6. PUBLIC NOTIFICATION**

The following has been completed to provide notice of the request:

Type	Date
Legal advertisement	12.28.18
Posted agenda at City Hall	12.28.18
Posted Staff report on City web page	01.04.19

**7. STAFF RECOMMENDATION**

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

**8. ATTACHMENTS**

- A. 12.28.18 Legal advertisement published.

Please visit the City’s webpage at [www.coralgables.com](http://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,

Ramon Trias  
 Assistant Director of Development Services  
 for Planning and Zoning  
 City of Coral Gables, Florida

**MIAMI DAILY BUSINESS REVIEW**

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

NOTICE OF PUBLIC HEARING  
CITY OF CORAL GABLES - LOCAL PLANNING AGENCY /  
PLANNING AND ZONING BOARD - JAN. 9, 2019

in the XXXX Court,  
was published in said newspaper in the issues of

12/28/2018

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

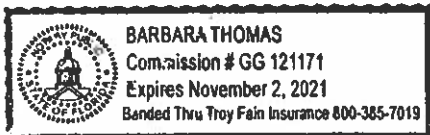
*Guillermo Garcia*

Sworn to and subscribed before me this  
28 day of DECEMBER, A.D. 2018

*Barbara Thomas*

(SEAL)

GUILLERMO GARCIA personally known to me



**CITY OF CORAL GABLES, FLORIDA  
NOTICE OF PUBLIC HEARING**

City Public Hearing	Local Planning Agency / Planning and Zoning Board
Dates/ Times	Wednesday, January 9, 2019, 6:00 - 9:00 p.m.
Location	City Commission Chambers, City Hall, 405 Biltmore Way, Coral Gables, Florida, 33134

**PUBLIC NOTICE** is hereby given that the City of Coral Gables, Florida, Local Planning Agency (LPA)/ Planning and Zoning Board (PZB) will conduct Public Hearings on the following:

1. An Ordinance of the City Commission of Coral Gables, Florida requesting Conditional Use Review for a Building Site Determination pursuant to Zoning Code Article 3, "Development Review", Section 3-206, "Building Site Determination" to separate into two (2) single-family building sites on the property zoned Single-Family Residential (SFR) District, legally described as Lots 13-18 Block 236, Coral Gables Riviera Section Part II (601 Sunset Drive), Coral Gables, Florida; one (1) building site consisting of Lots 13, 14 and 15 (east parcel), and the other (1) building site consisting of Lot 16, 17 and 18 (west parcel); including required conditions; providing for a repealer provision, providing for a severability clause, and providing for an effective date.
2. An Ordinance of the City Commission of Coral Gables, Florida providing for text amendments to the City of Coral Gables Official Zoning Code (Zoning Code), Amending Article 3, "Development Review," Division 3, "Uniform Notice and Procedures for Public Hearing," Section 3-302 "Notice," Division 5, "Planned Area Development," Section 3-506 "Application and Review Procedures for approval of plans," Division 6, "Appeals," Section 3-606 "Procedure for appeals," Division 7 "Moratorium," Section 3-708 "City Commission Review and Decision," Division 10 "Transfer of Development Rights," Section 3-1006 "Review and Approval of use of TDRs on Receiver Sites," Division 12 "Abandonment and Vacations," Section 3-1205 "City Commission Review and Decision," Division 15 "Comprehensive Plan Text and Map Amendments," Section 3-1509 "Transmittal Hearing," and Article 5 "Development Standards," Division 6 "Design Review Standards," Section 5-604 "Coral Gables Mediterranean Style Design Standards," providing for required mailed notice for certain actions pursuant to the Zoning Code, providing for repealer provision, severability clause, codification, and providing for an effective date.
3. An Ordinance of the City Commission of Coral Gables, Florida providing for text amendments to the City of Coral Gables Official Zoning Code (Zoning Code), amending Article 2, "Decision Making and Administrative Bodies," Division 2, "Planning and Zoning Board," Section 2-203 "Meetings; quorum; required vote," providing for clarifying Planning and Zoning Board voting procedures, providing for repealer provision, severability clause, codification, and providing for an effective date

## Notice of Public hearing

4. An Ordinance of the City Commission of Coral Gables, Florida providing for a text amendment to the City of Coral Gables Official Zoning Code by amending Article 5, "Development Standards," Division 11, "Landscaping," Section 5-1104, "General requirements," limiting locations for artificial turf; providing for severability, repealer, codification, and an effective date.

All interested parties are invited to attend and participate. Upon recommendation by the Board, the applications will be scheduled for City Commission consideration. Please visit the City webpage at [www.coralgables.com](http://www.coralgables.com) to view information concerning the applications. The complete applications are on file and available for examination during business hours at the Planning and Zoning Division, 427 Biltmore Way, Suite 201, Coral Gables, Florida, 33134. Questions and written comments can be directed to the Planning and Zoning Division at [planning@coralgables.com](mailto:planning@coralgables.com) (FAX: 305.460.5327) or 305.460.5211.

Ramon Trias  
Director of Planning and Zoning  
Planning & Zoning Division  
City of Coral Gables, Florida

Any person, who acts as a lobbyist pursuant to the City of Coral Gables Ordinance No. 2006-11, as amended, must register with the City Clerk prior to engaging in lobbying activities before City Staff, Boards, Committees or City Commission. A copy of the Ordinance is available in the Office of the City Clerk, City Hall. If a person decides to appeal any decision made by a Board, Committee or City Commission with respect to any matter considered at a meeting or hearing, that person will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105). Any meeting may be opened and continued and, under certain circumstances, additional legal notice will not be provided. Any person requiring special accommodations in order to attend or participate in the meeting should contact the City's ADA Coordinator, Raquel Elejabarrieta (Email: [relejabarrieta@coralgables.com](mailto:relejabarrieta@coralgables.com)), Telephone: 305-722-8686, TTY/TDD: 305-442-1600, at least three (3) working days prior to the meeting. All meetings are telecast live on Coral Gables TV Channel 77.

12/28

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