



DEVELOPMENT SERVICES

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ADMINISTRATIVE MEMORANDUM NO. 21-090

TO: Planning & Zoning Board
VIA: David L. Recor, ICMA-CM, Development Services Director
VIA: Jennifer Gomez, AICP, Assistant Director of Development Services
FROM: Daniel T. Keester-O’Mills, AICP, Principal Planner *DK*
SUBJECT: Mailed Notices for Rezoning at 900 N Ocean - Rehearing
DATE: August 12, 2021

At the July 28, 2021 Planning & Zoning Board Meeting, the Board approved the rezoning application (P&Z: 21-13000002) to rezone property from RM-45 (Multiple-Family Residence -45) to PD-I (Planned Development-Infill). Following the meeting, Staff became aware of an issue with the mailed notices. When a rezoning application is presented to the Planning & Zoning Board, the City’s Zoning Code requires that: (1) all property owners within 500 feet be notified of rezoning applications by mail, (2) a published notice be placed in a newspaper having general circulation in the city, and (3) signs be posted on the property notifying the public about the rezoning application.

After further review of the recipients of the mailed notice, it was clear that not all property owners within 500 feet of the subject property received the notice. Thus, the City did not notice the public in accordance with the Zoning regulations (155.2305. C. Public Hearing Notice Requirements).

Since the July Meeting, Staff has resent mailed notices to all property owners within 500 feet of the subject property. The newspaper advertisement has been re-published in the sun-sentinel with the corrected date, and signs advertising the rezoning that were posted on the property, have remained on the property & will remain on the property until a decision is rendered by the City Commission.

The Applicant has maximized on the opportunity to address some of the conditions that were mentioned at the July Meeting. The changes to the plans are limited to the following:

1. Dimensions have been added to the plans illustrating the proposed distance between the proposed building and the southern boundary.
2. “Grocery Store” & “Convenience Store” have been removed from the list of permitted uses in the proposed PD-I regulating plan, as they were not uses permitted within PD-I districts.
3. On-Street parking spaces have been illustrated on the conceptual plan on the north side of the property, as conditioned by the Planning & Zoning Board at the July Meeting.

Staff is requesting that the Planning & Zoning Board reconsider this item at the August Meeting. All correspondence presented to the Board at the July Meeting has remained as part of the back-up.