



COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: Commissioner David Suarez

DATE: February 3, 2025

TITLE: REFERRAL TO LAND USE AND SUSTAINABILITY COMMITTEE – CONSIDER AMENDMENTS TO NOTICE REQUIREMENTS IN THE LAND DEVELOPMENT REGULATIONS TO FACILITATE RESCHEDULING OF LAND USE BOARD MEETINGS IN THE EVENT THAT A MEETING IS CANCELED DUE TO A LACK OF QUORUM; AND DISCUSS AMENDMENTS TO LAND USE BOARD MEMBER ATTENDANCE REQUIREMENTS.

RECOMMENDATION

N/A

BACKGROUND/HISTORY

N/A

ANALYSIS

Please place the above item on the February 3, 2025 City Commission meeting agenda as a referral to the Land Use and Sustainability Committee ("LUSC").

Currently, if a land use board meeting is canceled due to a lack of quorum, the City is required to publish a new 30-day notice. This causes significant delay and expense to property owners with pending applications.

I would like the LUSC to consider possible amendments to the Land Development Regulations to amend the notice requirements for land use board meetings that are canceled and rescheduled, to allow the City to reschedule a board meeting to an earlier date, and minimize inconvenience to applicants, neighbors, and other members of the public.

I would also like the LUSC to review and consider amending the attendance requirements for land use board members. Currently, if a land use board member fails to attend three of the board's regularly scheduled meetings in a calendar year, the member is automatically removed from the board. I would initially propose reducing the maximum number of absences to two per year, to promote board member attendance and ensure applicants have an opportunity to present to a full board. As part of this discussion, I would like the LUSC to consider how to expedite the appointment of a replacement member in the event an existing board member resigns or is automatically removed due to absences. For example, the appointment of a replacement board member could be assigned a time-certain on an upcoming City Commission agenda.

These amendments are intended to make our land use board process friendlier and more efficient for our residents, property owners, and interested members of the public.

FISCAL IMPACT STATEMENT

N/A

Does this Ordinance require a Business Impact Estimate?
(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on:
See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>

FINANCIAL INFORMATION

N/A

CONCLUSION

N/A

Applicable Area

Citywide

**Is this a “Residents Right to Know” item,
pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond
Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481,
includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s): N/A

Department

Office of Commissioner David Suarez

Sponsor(s)

Commissioner David Suarez

Co-sponsor(s)

Condensed Title

Ref: LUSC - Land Use Board Notice and Attendance Requirements. (Suarez)

Previous Action (For City Clerk Use Only)