

# MIAMI BEACH

## COMMITTEE MEMORANDUM

TO: Land Use and Sustainability Committee Members  
FROM: Eric Carpenter, City Manager  
DATE: December 17, 2024  
TITLE: DISCUSS THE IMPLEMENTATION OF A CONSENT AGENDA FOR LAND USE BOARD MEETINGS

### **RECOMMENDATION**

The Administration recommends that the Land Use and Sustainability Committee (LUSC) discuss and conclude the item with no recommendation. The Administration does not recommend any modifications to the Land Development Regulations of the City Code.

### **BACKGROUND/HISTORY**

On October 30, 2024, at the request of Commissioner David Suarez, the Mayor and City Commission (City Commission) referred the item (C4 A) to the LUSC.

### **ANALYSIS**

As noted in the attached referral memorandum, the item sponsor has requested that the LUSC discuss a consent agenda for meetings of the City's land use boards (LUBs), which are the Board of Adjustment (BOA), Design Review Board (DRB), Historic Preservation Board (HPB), and Planning Board. The purpose of implementing a consent agenda would be to promote efficiency and minimize delays in the development approval process.

The Planning Department has implemented a consent agenda for land use board meetings in the past, with some limited success. In this regard, applications before LUBs are all public hearings and typically involve a presentation by the applicant. For an LUB application to be considered as a consent item, the following three conditions must be met:

1. The applicant must agree to all the conditions set forth in the draft development order for the proposal.
2. There is no public comment on the proposal.
3. All members of the applicable LUB must agree to forgo a presentation and/or questions on the proposal.

If all these conditions are met for an application listed under a consent agenda, the applicable LUB may approve the project without any further discussion. Planning Department staff will continue to utilize consent agendas for land use boards, in accordance with the above, as applicable, and appropriate. As such, the Administration does not recommend any modifications to the Land Development Regulations of the City Code (LDRs).

Should the LUSC recommend modifications to the LDRs, a separate referral by the City Commission to the Planning Board would be required.

**FISCAL IMPACT STATEMENT**

No Fiscal Impact

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

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**

The Administration recommends that the LUSC discuss and conclude the item with no recommendation. The Administration does not recommend any modifications to the Land Development Regulations of the City Code.

**Applicable Area**

Citywide

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

Yes

**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):

**Department**

Planning

**Sponsor(s)**

Commissioner David Suarez

**Co-sponsor(s)**

**Condensed Title**

Discuss the Implementation of a Consent Agenda for Land Use Board Meetings