

TOWN OF MIAMI LAKES, FLORIDA WORKSHOP MEETING

Audio stream of meetings can be listened to after the meetings are held at

<http://miamilakesfl.swagit.com/meeting-categories/>

AGENDA Workshop June 27, 2017 5:30 PM Town Hall 6601 Main Street Miami Lakes, Florida 33014

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance/Moment of Silence**
- 4. Public Comment**

All comments or questions from the attending public to the Council shall be directed to the Mayor, in a courteous tone. No person other than the Council and the person recognized by the Mayor as having the floor, shall be permitted to enter into discussion without the permission of the Mayor. To ensure the orderly conduct and efficiency of the meeting, public comments shall be limited to three (3) minutes maximum per person; however, the Mayor may authorize the extension of the aforesaid time frame, and any extension shall apply to other individuals speaking on the same subject.

No clapping, applauding, heckling, verbal outburst in support of, or in opposition to a speaker or his/her remarks shall be permitted. Should a member of the audience become unruly, or behave in any manner that disrupts the orderly and efficient conduct of the meeting, the Mayor is given the right and the authority to require such person to leave the Council Chambers.

As a courtesy to others, all electronic devices must be set to silent mode to avoid disruption of the proceedings.

5. Items for Discussion:

- A. Notice Mailers & Radius and Developer Information Sessions.
- B. Intention to Nominate

6. Adjournment

This meeting is open to the public. A copy of this Agenda and the backup therefore, has been posted on the Town of Miami Lakes Website at www.miamilakes-fl.gov and is available at Town Hall, 6601 Main Street, Miami Lakes 33014. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact Town Hall at 305-364-6100 two days prior to the meeting.

Anyone wishing to appeal any decision made by the Miami Lakes Town Council with respect to any matter considered at this meeting or hearing will need a record of the proceedings and for such purpose, may 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.

Any member of the public wishing to speak on a public hearing matter on this Agenda or under public comments for items not on this Agenda, should fill out a speaker card and provide it to the Town Clerk, prior to commencement of the meeting. Any person presenting documents to the Town Council should provide the Town Clerk with a minimum of 12 copies.



Town of Miami Lakes Memorandum

To: Honorable Mayor and Councilmembers
From: Alex Rey, Town Manager
Subject: Notice Mailers & Radius and Developer Information Sessions
Date: 6/27/2017

Recommendation:

Please see attached Presentation.

ATTACHMENTS:

Description

Notice Mailers and Developer Workshop



Town Council Workshop

Notice Mailers and Developer Information Sessions

June 27, 2017



Agenda

Topic
Notice Mailers
<ul style="list-style-type: none">• Content of Mailer
<ul style="list-style-type: none">• Distance of Mailer from Subject Property
Developer Information Sessions
<ul style="list-style-type: none">• Who does this apply to?
<ul style="list-style-type: none">• Where should they be held?
<ul style="list-style-type: none">• How will they be advertised and noticed?
<ul style="list-style-type: none">• What is staff role?



NOTICE MAILERS



Notice Mailers - Content

- Key terms need to be utilized to properly identified the request so that the community understands the nature of the application. For example:

PLAT: To separate boundaries of a lot.

SITE PLAN: Identify Development Layout

CONDITIONAL USE: New Uses of Unique Impact

VARIANCE: Waivers of Code Requirements

NOTICE MAILERS: Content

Objective:

- Preserve legal requirements while informing the public in simple and clear language

Example:

- A SETBACK VARIANCE:



A Variance requesting a side yard setback of 5 feet where the minimum permitted is 7.5 feet for a bedroom addition.

NOTICE MAILERS: Required Content

- Identify:
 - The Applicant
 - The Property Address
 - The nature of the request
 - Relevant Code Section(s)
 - Date, Time and Location of Hearing or Administrative Action

Note that:

- Plans are Available for Inspection
- Public May Speak at Hearing
- ADA Accessibility Information

*Mailed Notice is Required
Receipt of Notice is Not*



CURRENT NOTICE



Town of Miami Lakes Notice of Public Zoning Hearing

NOTICE IS HEREBY GIVEN that the Town of Miami Lakes Town Council will hold a public hearing on Tuesday, July 26, 2016 at 6:30 PM, or as soon thereafter as the same may be heard, at the Town Hall Chambers, 6601 Main Street, Miami Lakes, FL 33014 to consider the following request(s) for the subject location(s):

HEARING NUMBER: PHSP2016-0003
APPLICANT: Oriallis Gamayo
FOLIO: 32-2013-004-0100
LEGAL DESCRIPTION: Lot 10, Block 1, of "MIAMI LAKES WINDMILL GATE SECTION" according to the plat thereof, as recorded in Plat Book 103, at Page 41, of the Public Records of Miami-Dade County, Florida
16336 Oak Walk
Miami Lakes, FL 33014
LOCATION:
ZONING DISTRICT: RU-TH, Townhouse District

In accordance with the Town of Miami Lakes Land Development Code (the "Town LDC"), Oriallis Gamayo (the "Applicant") is requesting the following Site Plan approval from the Town LDC:

1. A Site Plan amendment to allow the addition of enclosed, air-conditioned space in the RU-TH Zoning District [Section 13-445(2)(d)].

All persons interested may appear in person, by attorney or agent, by letter or by email at pz@miamilakes-fl.gov and express objection or approval. All documentation pertaining to this item(s) is on file in the Office of the Town Clerk located at 6601 Main Street, Miami Lakes, FL 33014.

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Town of Miami Lakes Town Council with respect to any matter considered at this meeting, such 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.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceedings should call Town Hall at (305) 364-6100 no later than two (2) days before the proceedings for assistance.

Gina Inguanzo
Town Clerk

- Meets Legal Standard
- Individual Envelope
- 8 ½ x 11 letter insert
- Same ad posted in Newspaper



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PROPOSED NOTICE

TOWN of MIAMI LAKES NOTICE of PUBLIC HEARING

HEARING NUMBER: PHSP 2016-0005

APPLICANT: Recondite, LLC.

FOLIO: 32-2015-044-0010

ZONING: RO-50

PROJECT LOCATION: 15800 NW 77th Court,
Miami Lakes, FL 33016

APPLICATION: New construction of a 6-story, 220-unit apartment building as provided by Section 13-204 of the Land Development Code.

A PUBLIC HEARING WILL BE HELD ON: **Tuesday, Jan 17, 2017 at 6:30 PM**
At Council Chambers in
TOWN HALL, 6601 MAIN STREET

YOU ARE NOT REQUIRED TO RESPOND TO THIS NOTICE: All persons interested may appear in person, by attorney or agent, by letter or by email at pz@miamilakes-fl.gov and express objection or support. All documentation pertaining to this item is on file in the Office of the Town Clerk located at 6601 Main Street, Miami Lakes, FL 33014. Any hearing may be opened and continued, and under such circumstances, additional legal notice may be provided only as required by law. Please contact Town Hall at (305) 364-6100 for additional information. If you need special accommodations to participate in the hearing, including mobility, hearing or visual assistance, as per the American with Disabilities Act, please contact the Town Clerk at least two (2) days before the hearing.



Town of Miami Lakes
Planning Department
6101 Main Street
Miami Lakes FL 33014



Miami Lakes Resident Name
14200 ToML Drive
Miami Lakes FL, 33016

- Meets Legal Standard
- Postcard
- Simplified Format
- No Envelopes



PROPOSED NOTICE

TOWN of MIAMI LAKES NOTICE of PUBLIC HEARING

HEARING NUMBER:	PHSP 2016-0005	APPLICANT:	Recondite, LLC.
FOLIO:	32-2015-044-0010	ZONING:	RO-50
PROJECT LOCATION:	15800 NW 77 th Court, Miami Lakes, FL 33016		

APPLICATION: Site plan request for a 6-story 220-unit apartment building as provided by Section 13-204 of the Land Development Code.

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At Council Chambers in TOWN HALL,

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ZONING: RO-50

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NOTICE REQUIREMENTS



Which projects require notice?

- Administrative Reviews
- Public Hearing Reviews

Distance of Notice from Subject Property

- PUBLIC HEARING ITEMS
 - Comp Plan FLUM 2,500' radius
 - Rezoning 2,500' radius
 - All Others 500' radius
 - Public Hearing Variances
 - Conditional Uses - 4,000 sq. ft. or more
 - Site Plans



Distance of Notice from Subject Property

- ADMINISTRATIVE ITEMS



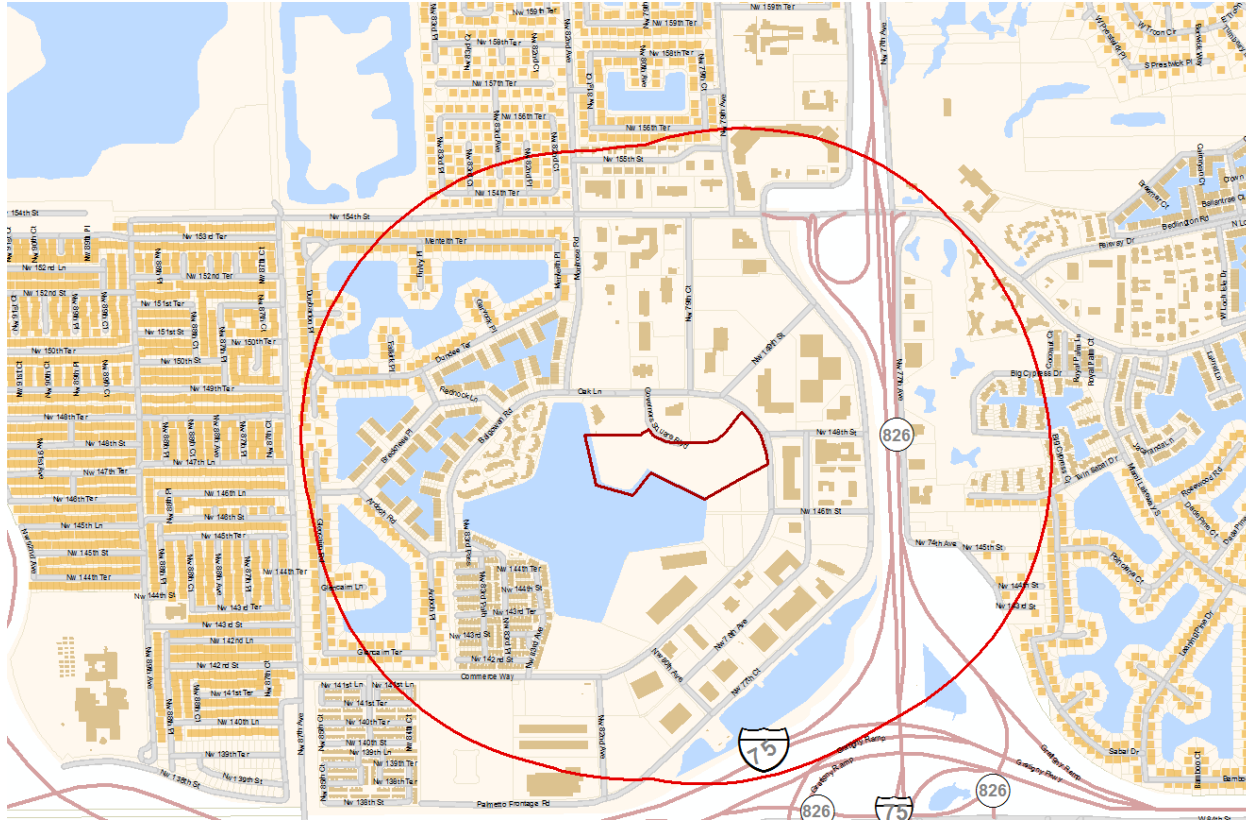
- Notice to Adjacent properties

- Residential Site Plan of 50 or more units
 - Commercial Site Plan over 20,000 sq. ft.
 - (de minimis) Variances

- No Notice Required

- Administrative Site Plans of
 - Fewer than 50 residential units
 - Less 20,000 sq. ft. commercial

2500 Feet Radius



The map shows a residential area with a large lake in the center. A red circle highlights a specific area, and a red polygon outlines a smaller area within the circle. The map includes various streets, a highway (826), and a school district boundary.

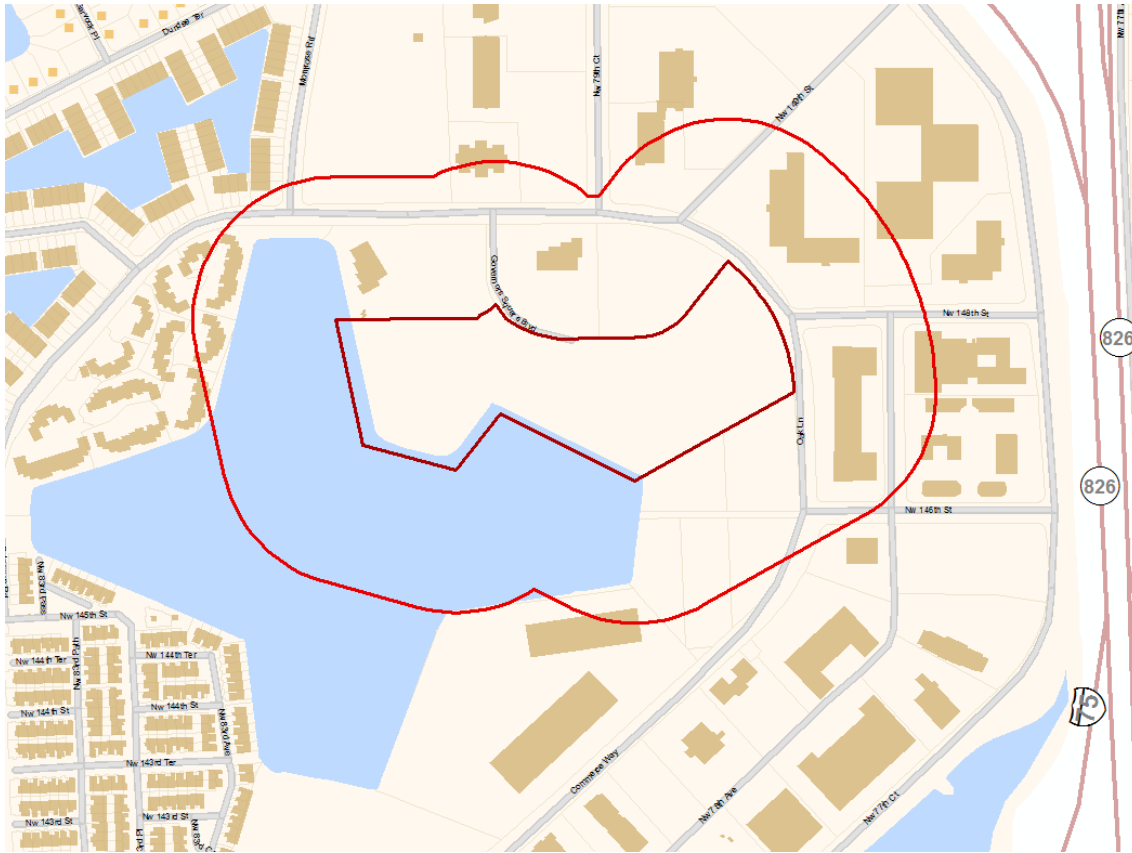
Streets shown include: NW 154th St, NW 148th St, NW 146th St, NW 145th St, NW 144th St, NW 143rd St, NW 142nd St, NW 141st St, NW 140th St, NW 139th St, NW 138th St, NW 137th St, NW 136th St, NW 135th St, NW 134th St, NW 133rd St, NW 132nd St, NW 131st St, NW 130th St, NW 129th St, NW 128th St, NW 127th St, NW 126th St, NW 125th St, NW 124th St, NW 123rd St, NW 122nd St, NW 121st St, NW 120th St, NW 119th St, NW 118th St, NW 117th St, NW 116th St, NW 115th St, NW 114th St, NW 113rd St, NW 112nd St, NW 111th St, NW 110th St, NW 109th St, NW 108th St, NW 107th St, NW 106th St, NW 105th St, NW 104th St, NW 103rd St, NW 102nd St, NW 101st St, NW 100th St, NW 99th St, NW 98th St, NW 97th St, NW 96th St, NW 95th St, NW 94th St, NW 93rd St, NW 92nd St, NW 91st St, NW 90th St, NW 89th St, NW 88th St, NW 87th St, NW 86th St, NW 85th St, NW 84th St, NW 83rd St, NW 82nd St, NW 81st St, NW 80th St, NW 79th St, NW 78th St, NW 77th St, NW 76th St, NW 75th St, NW 74th St, NW 73rd St, NW 72nd St, NW 71st St, NW 70th St, NW 69th St, NW 68th St, NW 67th St, NW 66th St, NW 65th St, NW 64th St, NW 63rd St, NW 62nd St, NW 61st St, NW 60th St, NW 59th St, NW 58th St, NW 57th St, NW 56th St, NW 55th St, NW 54th St, NW 53rd St, NW 52nd St, NW 51st St, NW 50th St, NW 49th St, NW 48th St, NW 47th St, NW 46th St, NW 45th St, NW 44th St, NW 43rd St, NW 42nd St, NW 41st St, NW 40th St, NW 39th St, NW 38th St, NW 37th St, NW 36th St, NW 35th St, NW 34th St, NW 33rd St, NW 32nd St, NW 31st St, NW 30th St, NW 29th St, NW 28th St, NW 27th St, NW 26th St, NW 25th St, NW 24th St, NW 23rd St, NW 22nd St, NW 21st St, NW 20th St, NW 19th St, NW 18th St, NW 17th St, NW 16th St, NW 15th St, NW 14th St, NW 13th St, NW 12th St, NW 11th St, NW 10th St, NW 9th St, NW 8th St, NW 7th St, NW 6th St, NW 5th St, NW 4th St, NW 3rd St, NW 2nd St, NW 1st St.

Highway 826 is shown on the right side of the map.

The map also shows a large lake in the center, and a red circle and polygon highlighting specific areas.



500 Feet Radius

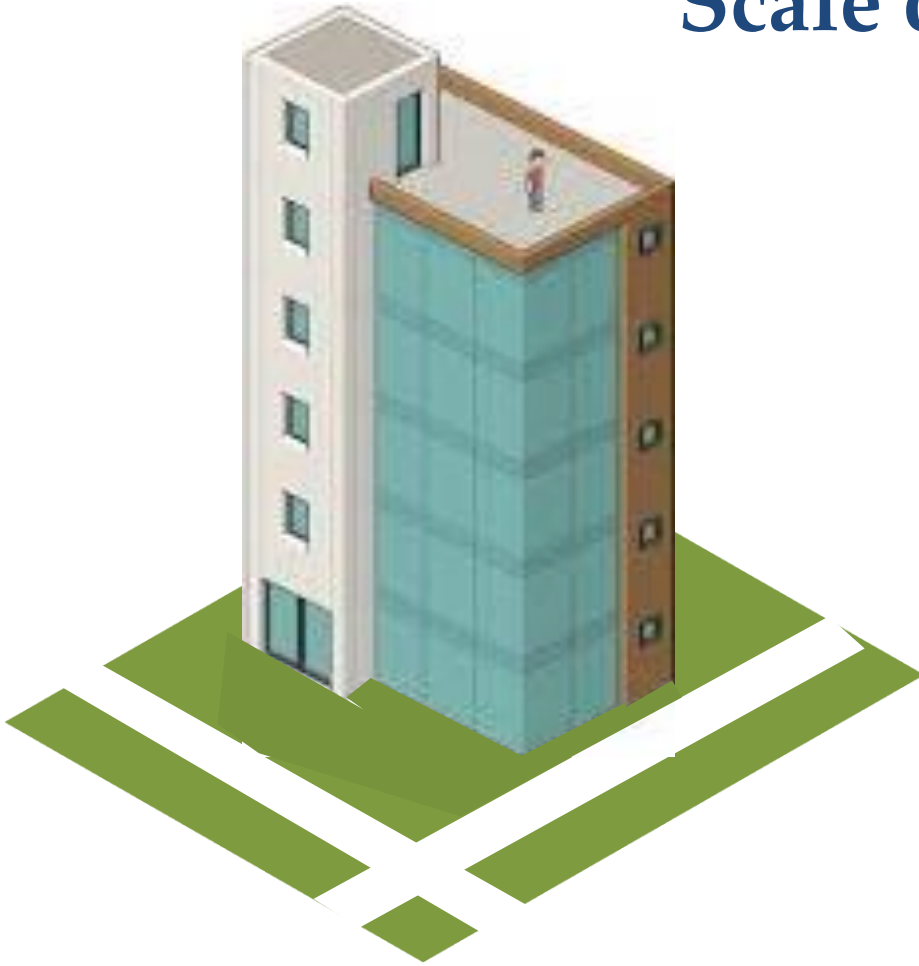


RECOMMENDATION

A Scaled Approach



Proposed Notice Requirements Scale of Development



Proposed Notice Requirements

5,000' radius

- Rezoning & FLUM
- >100 Residential Units
- >100,000 sq. ft. Commercial

2,500' radius

- 50-99 Residential Units
- 50,000 – 99,000 sq. ft. Commercial

500' radius

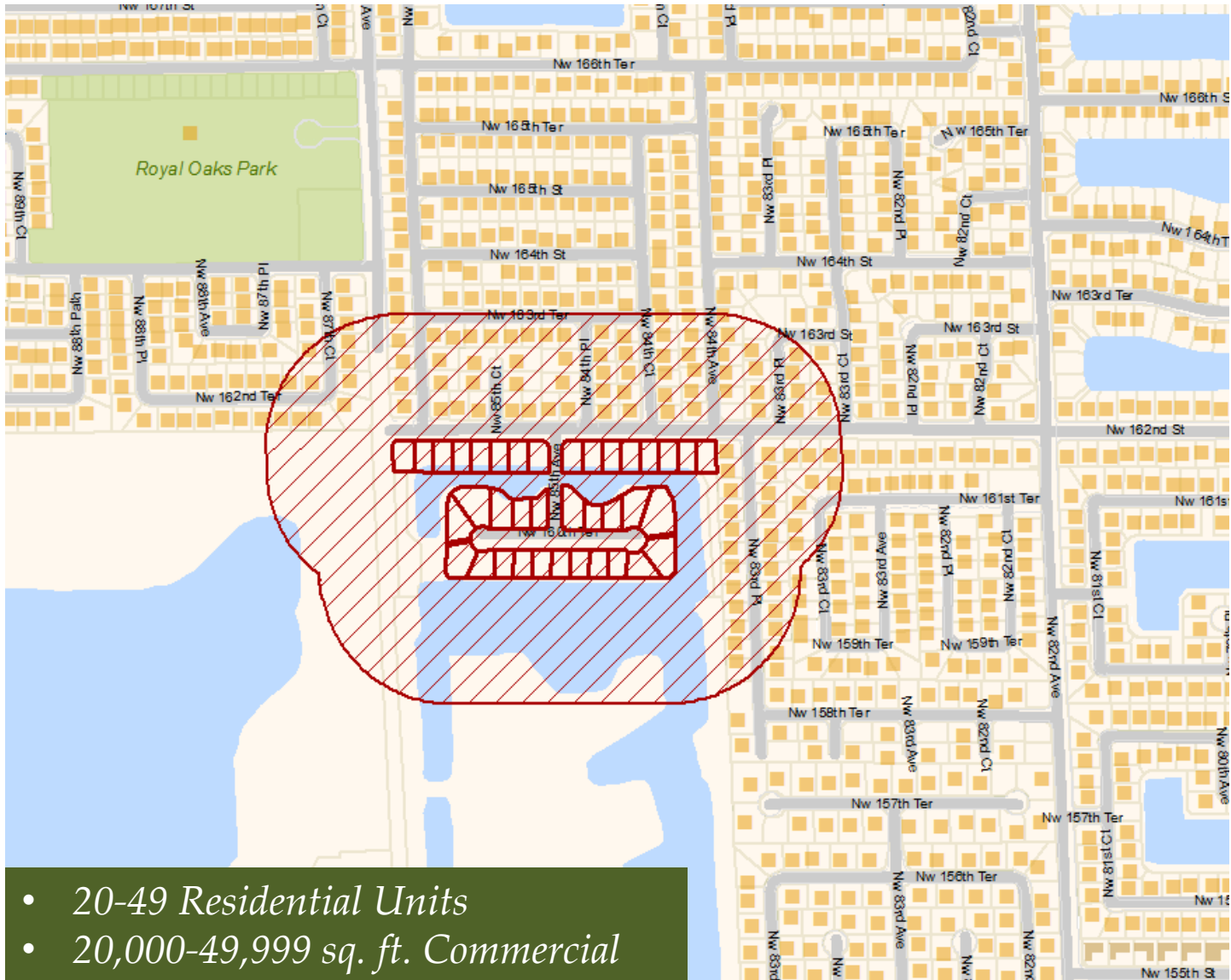
- 20-49 Residential Units
- 20,000-49,999 sq. ft. Commercial

Adjacent Property

- Less than 20 Residential Units
- Less than 20,000 sq. ft. Commercial



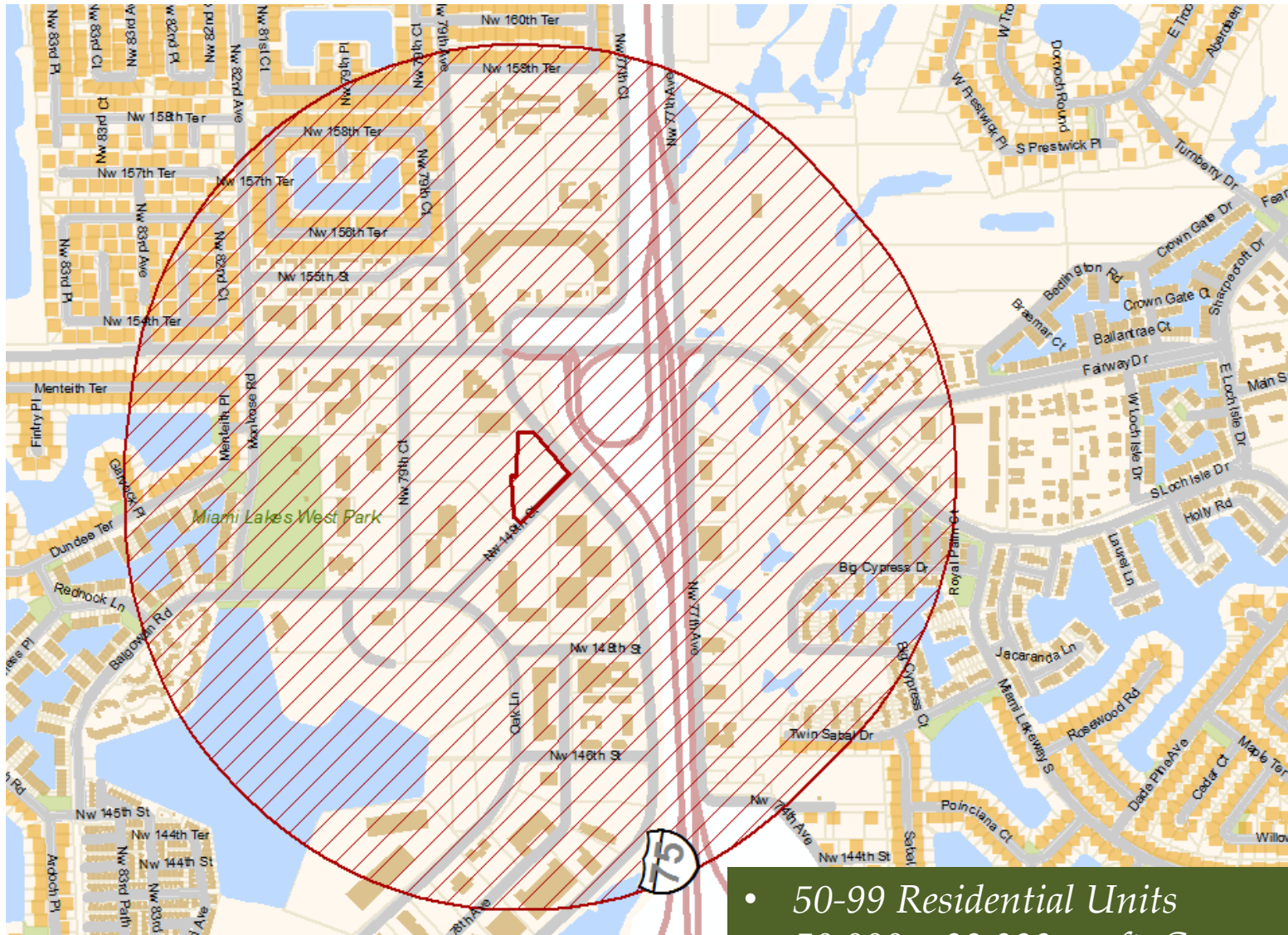
500 Feet Radius



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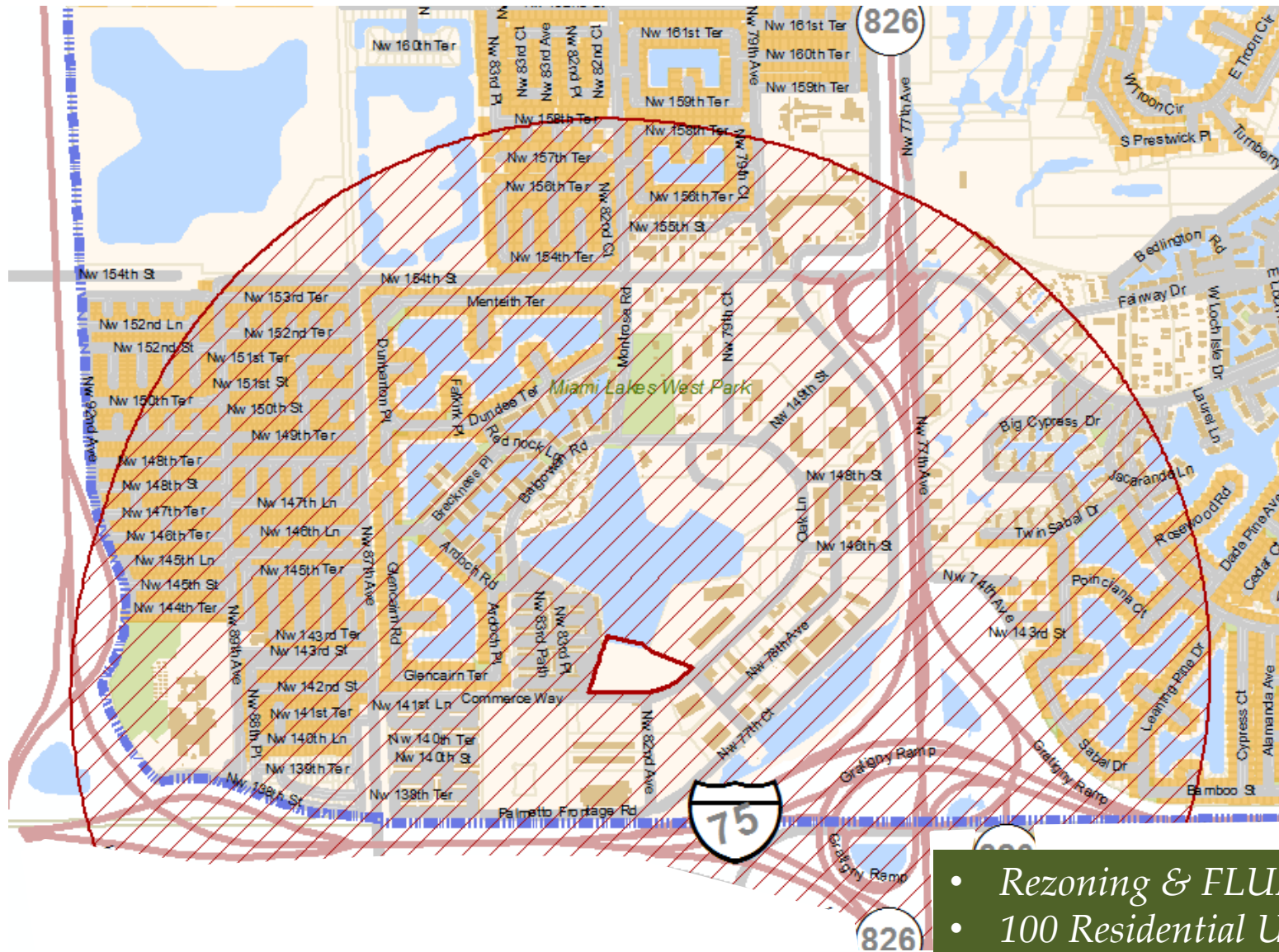
- 50-99 Residential Units
- 50,000 – 99,999 sq. ft. Commercial

2500 Feet Radius



- 50-99 Residential Units
- 50,000 – 99,999 sq. ft. Commercial

5000 Feet Radius



- Rezoning & FLUM
- 100 Residential Units
- 100,000 sq. ft. Commercial

[illegible]

Rezoning & FLUM
100 Residential Units
100,000 sq. ft. Commercial



DEVELOPER INFORMATION SESSIONS



Area for Discussion – WHO?

Who should this apply to?

- Council Items?
- Scale of Development?
- All Items?



Area for Discussion – WHO?

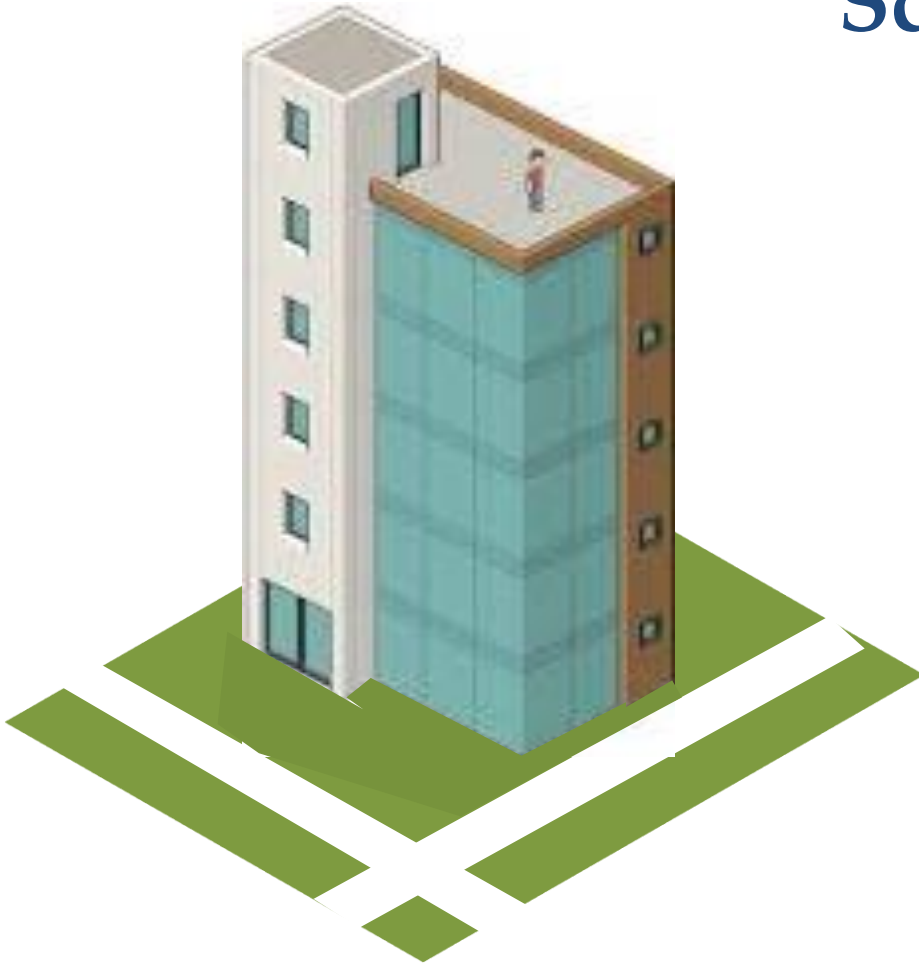
Council Items

- Conditional Uses of 4,000 sq. ft. or more
- Plats (Preliminary)
- Comp Plan Map Amendment
- Rezoning
- Site Plans
- Variances



Area for Discussion – WHO?

Scale of Development



Area for Discussion – WHO?

Recommendation:

Council Public Hearing Items

- Development Relating to Site Plans and Variances over:
 - 50 Residential Units
 - 50,000 sq. ft. of Commercial
- Comp Plan Map Amendments
- Rezoning
- Conditional Uses 4,000 or more



Area for Discussion – WHERE?

Where should they be held?

- Offsite Location
- Project Site
- Town Hall
- Other Town Facility



Areas for Discussion – WHERE?

Where should they be held?

Recommendation:

- Town Hall



Areas for Discussion - NOTICE

How should they be advertised/noticed and at whose expense?

Recommendation:

- Town will post to Town website and social media, and post notice in the lobby (no cost)
- Developer will pay for ad in Miami Laker and mail flyers to all HOAs



Areas for Discussion - NOTICE

When should they be advertised/noticed and at whose expense?

Recommendation:

- At Applicant's expense
- Minimum 10 days notice to match Public Hearing standards



Areas for Discussion

nage

305-817-4015

Contact De Cardenas at 305-304-6100, or by email to decardenas@miamilakes-fl.gov.

or call 305-817



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33016

.com

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Please join us for a
COMMUNITY WORKSHOP
sponsored by
The Graham Companies
to learn about
upcoming plans for a
SENIOR VILLAGE IN MIAMI LAKES

TUESDAY, FEBRUARY 28, 2017

7:00 PM

SHULA'S HOTEL

GRAND SLAM BALLROOM

6842 MAIN STREET

MIAMI LAKES, FL 33014

More information: 305-821-1130



Miami Jewish Health

* Representatives from the Town of Miami Lakes
will be present at the workshop.

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Enjoy \$5 c
before
Restaurant

6125 Mia

MIAMI LAKES
Growing Beautifully

Areas for Discussion - STAFF

What is staff's role at the information session?



Recommendations:

- Staff will participate by sharing Town plans/projects that are relevant to the development
- No live webcast, audio recording or minutes

Quasi-Judicial Proceeding

Final Notes

- Developer Information Session is **not part** of the quasi-judicial procure
- There is **no swearing in** or expert testimony
- Anyone can and is encouraged to participate but Councilmembers are discouraged to participate





Thank you!



Town of Miami Lakes Memorandum

To: Honorable Vice-Mayor and Councilmembers
From: Honorable Mayor Manny Cid
Subject: Intention to Nominate
Date: 6/27/2017

Recommendation:

Vice Mayor Lama has announced his resignation from the Council and his last meeting will be on July 25th. Per our Town charter, "If six months or more remain in the unexpired term, the vacancy shall be filled by a nomination of the Mayor made within 30 calendar days following the occurrence of the vacancy, subject to confirmation by the Council. The nominee shall fill the vacancy until the next regularly scheduled election in Miami-Dade County at which time an election shall be held to fill the vacancy. However, if the Council is unable to confirm a nominee, a special election to fill that vacancy shall be held no later than 90 calendar days following the occurrence of the vacancy."

After much thought, consideration and prayer I have decided to announce my intention to nominate Mrs. Marilyn Ruano to fill the vacancy. Expressing my intention to nominate in advance allows the public the opportunity to meet the nominee in a transparent fashion. Mrs. Ruano understands firsthand the importance of being an independent voice working for all Miami Lakers. Mrs. Ruano possesses incredible integrity, strength and the heart of a public servant. Please see her bio attached to this report.

I intend on calling a special call meeting to consider the effective date of the resignation.

Again, this report is not the official nomination as it can only happen after the vacancy occurs. This report is just to express my intention to nominate Mrs. Marilyn Ruano.

Regards,

Manny Cid

ATTACHMENTS:

Description

Bio of Mrs. Marilyn Ruano



Marilyn Ruano

In 1997 when my husband, Anel and I were married, Miami Lakes became our home. Twenty years later, we couldn't be happier with our decision. We currently reside in Royal Palm Estates where I have served as the HOA president since 2013. Our 15-year-old son is completing his freshman year at Barbara Goleman Senior High School.

A Florida Atlantic University graduate, I earned my Bachelor's Degree in Science majoring in Accounting in December 2000 and went directly into private practice. Relocating both of our businesses to Miami Lakes in 2004, I truly understand what it is to live, work and play in Miami Lakes. We ❤️ Miami Lakes...

Passionate about children and their education, I found my way into public service in 2007 when my son was first enrolled at Bob Graham Education Center. Over the years, I volunteered and served as treasurer of the Bob Graham Education Center PTSA from 2007 to 2013, President of the Civic Engagement Academy Bobcat Law Society from 2014 to 2016, board member of the Bobcat Student Council from 2015 to 2016, Educational Excellence School Advisory Council parent representative from 2015 to 2016 and currently serve on the Wellness Advisory Committee for Miami Dade County Public Schools representing School Board Member Ms Perla Tabares Hantman.

In 2014, I was afforded the opportunity to serve the Town of Miami Lakes when I was appointed by, then councilman, Manny Cid to the Town of Miami Lakes Educational Advisory Board where I currently serve as Vice Chair. Securing funding for tutoring, classes and much needed educational programs at our local area schools, and promoting and encouraging a love of reading at an early age has made this a very fulfilling experience.

With over a decade of community service, including regular attendance at Town Council meetings, I have voiced my concerns on matters affecting the future of Miami Lakes. I look forward to serving my community for many years. The past 10 years have been very rewarding and I know, in my heart, that the best is yet to come.

15515 NW 83rd Avenue Miami Lakes, FL 33016 305.283.5333

marilyn@olazabalgroupp.com