



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: Orialis 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"), Orialis 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



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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



[illegible]

500 Feet Radius

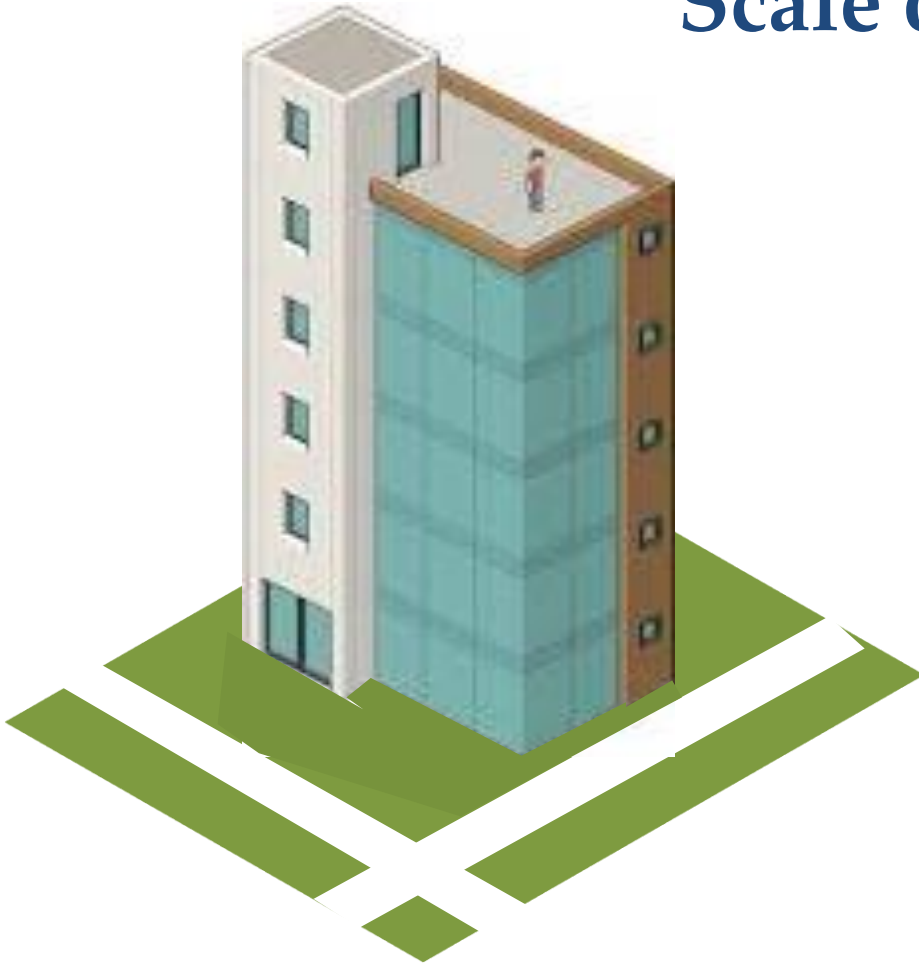


RECOMMENDATION

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

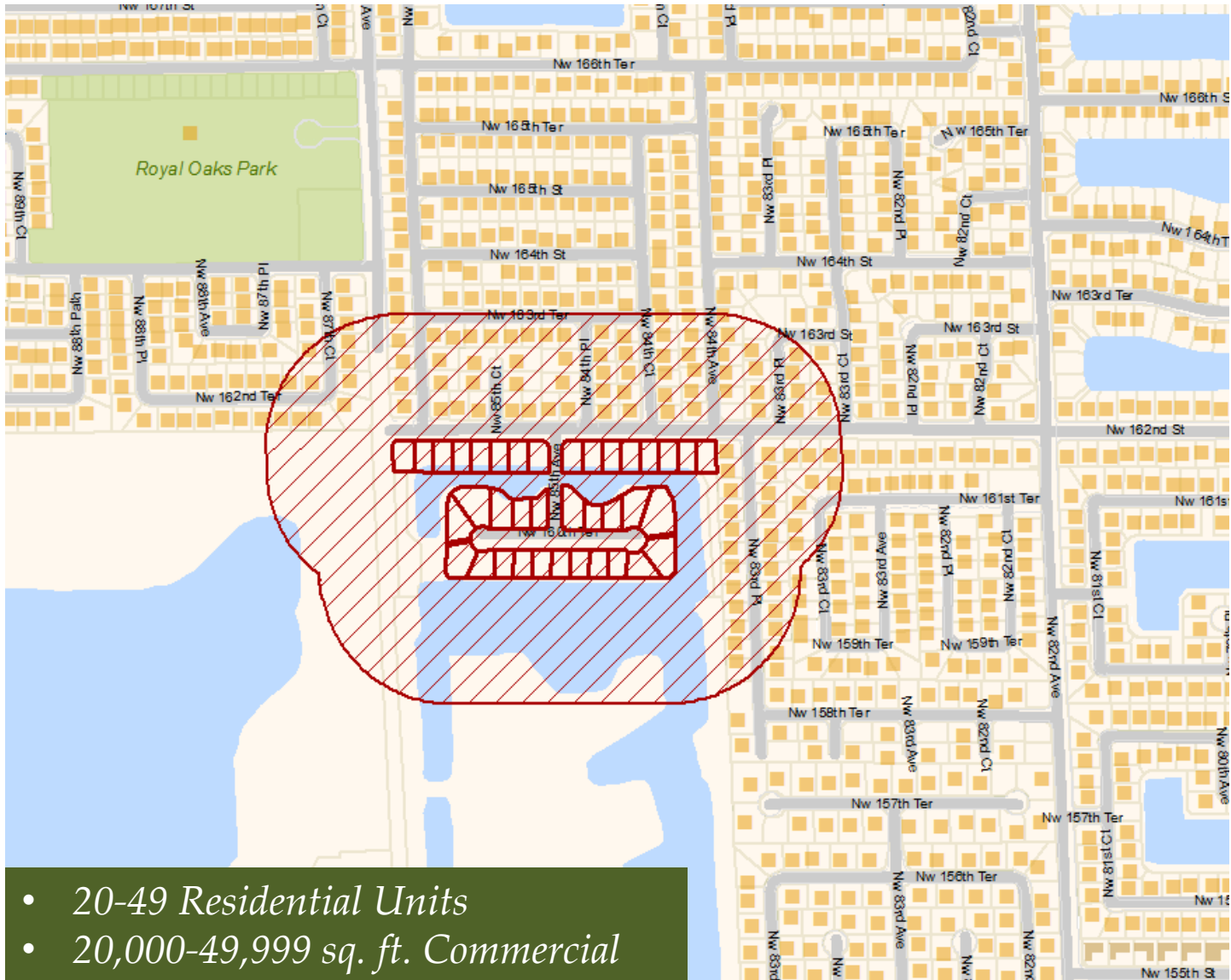
- 20-49 Residential Units
- 20,000-49,999 sq. ft. Commercial

Adjacent Property

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



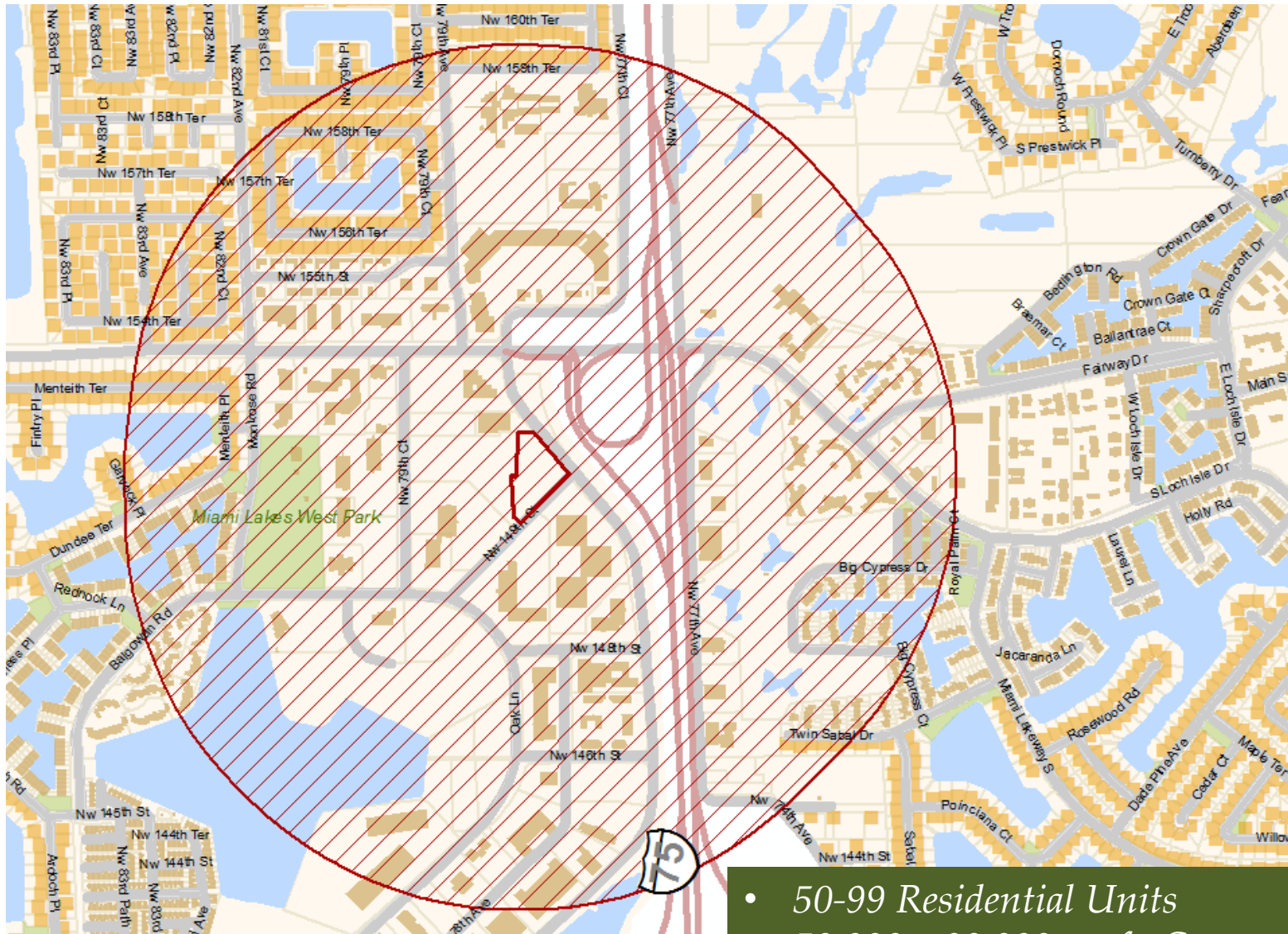
500 Feet Radius



- 50-99 Residential Units
- 50,000 - 99,000 sq. ft. C

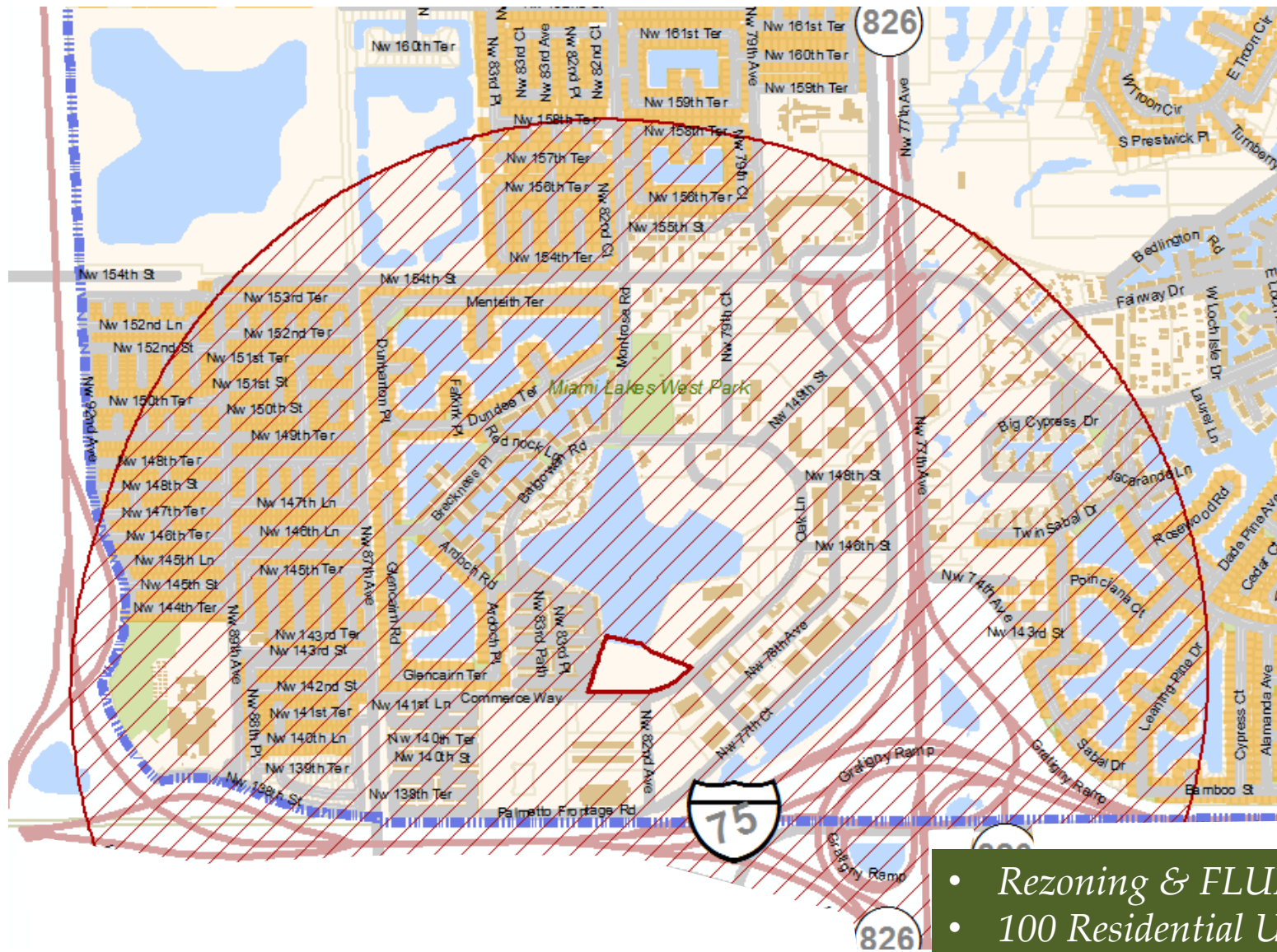
- 50-99 Residential Units
- 50,000 – 99,999 sq. ft. Commercial

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

This map shows a proposed road layout in the NW 17th St area of Miami, Florida. The map includes a grid of streets, parks (Royal Oaks Park, Miami Lakes West Park), and a red outline of a specific area. A red dashed line runs diagonally across the map. A red circle with the number 826 is in the bottom right corner.

Streets shown:

- 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
- Nw 17th Ter
- Nw 16th Ter
- Nw 15th Ter
- Nw 14th Ter
- Nw 13th Ter
- Nw 12th Ter
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- Nw 8th Pl
- Nw 7th Pl
- Nw 6th Pl
- Nw 5th Pl
- Nw 4th Pl
- Nw 3rd Pl
- Nw 2nd Pl
- Nw 1st Pl

Parks shown:

- Royal Oaks Park
- Miami Lakes West Park

Other features:

- Red dashed line
- Red outline
- Red circle with 826

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?

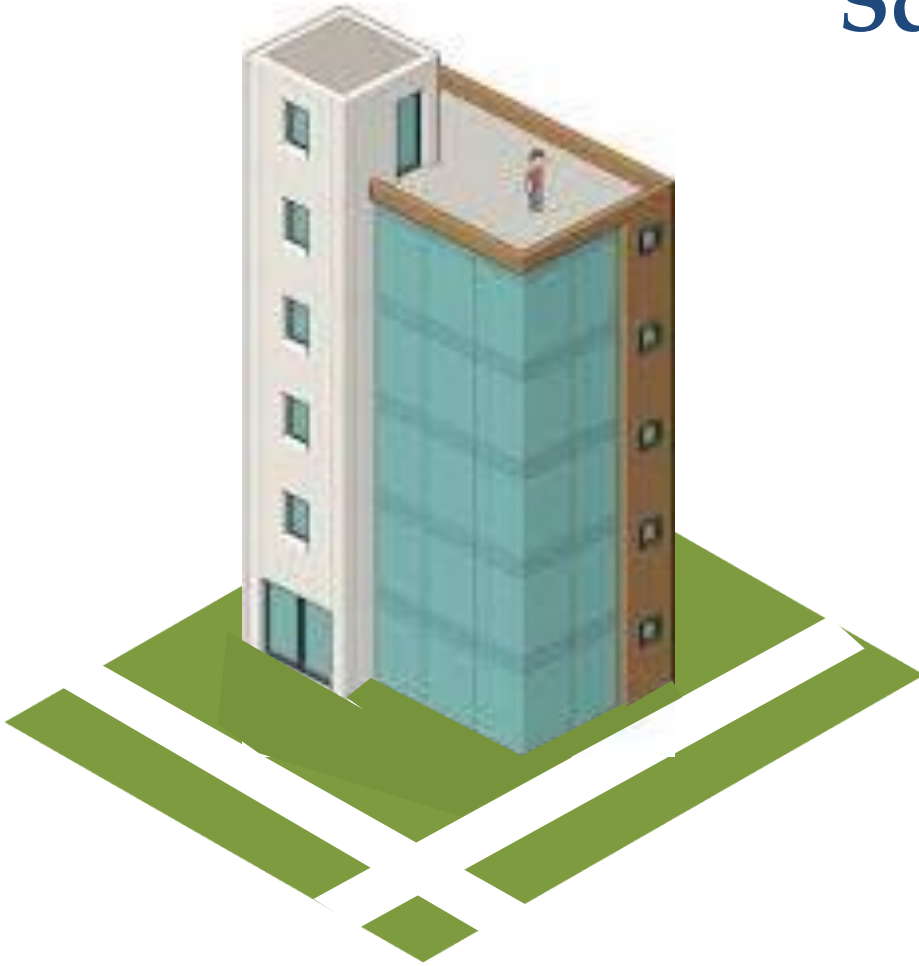
Council Items

- 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 decardenasc@miamilakes-fl.gov.

or call 305-817



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33016

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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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Open

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!