



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#24-0803**

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**TO:** Honorable Mayor & Members of the Fort Lauderdale City Commission

**FROM:** Susan Grant, Acting City Manager

**DATE:** September 3, 2024

**TITLE:** Second Reading – Ordinance Amending the City of Fort Lauderdale Unified Land Development Regulations (ULDR) Section 47-12, Central Beach Districts, Section 47-24, Development Permits and Procedures, and Section 47-27, Notice Procedures, to Revise the Public Participation Requirements – Case No. UDP-T23007 - (**Commission Districts 1, 2, 3 and 4**)

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**Recommendation**

Staff recommends the City Commission consider an amendment to the City of Fort Lauderdale Unified Land Development Regulations (ULDR) Section 47-12, Central Beach Districts, Section 47-24, Development Permits and Procedures, and Section 47-27, Notice Procedures, to revise the public participation requirements for Site Plan Level II Development Permits as well as proposed administrative amendments to Site Plan Level III (Planning and Zoning Board review) and Site Plan Level IV (City Commission review) applications for amendments which require review and approval by the last approving body.

**Background**

On April 18, 2023, the City Commission directed staff to process an amendment to the ULDR regarding notice requirements for development applications processed under Site Plan Level II, which are reviewed by the Development Review Committee (DRC). Staff prepared language addressing the request and on September 20, 2023, the Planning and Zoning Board (PZB) recommended approval of the amendment by a vote of 9-0. At the PZB meeting, discussion ensued regarding whether public participation notice should also apply to other types of requests, including rezoning and right-of-way vacation applications. Subsequent to the meeting, staff reevaluated the text amendment and revised the proposed language to provide additional clarity.

The existing ULDR language requires applicants to provide notice about the DRC meeting and hold a public participation meeting as part of the review process for Site Plan Level III and Site Plan Level IV applications. The proposed language will also require notice about the Administrative Review meeting and holding a public participation meeting for application requests to amend Site Plan level III or Site Plan level IV,

specifically to increase floor area or height of an approved development that does not exceed five (5%) percent of the approved floor area or height, any modification to reduce yards or setbacks up to five (5%) percent of the approved yard or setback, or other amendments that exceed the authority of the Department to approve and require review and approval by the body which gave the final approval for the original development, either PZB or City Commission.

In addition, staff also added a provision that the notice for the public participation meeting be sent out a minimum of 10 days before the meeting, and included Section 47-12, Central Beach Districts, within this ordinance to address uniformity with all the public participation requirements and referenced sections. The proposed text is substantially similar to the amendments that were presented to the PZB on September 20, 2023, with the exception of adding public meeting requirements for aforementioned amendments to Site Plan Level III and Site Plan Level IV projects, requiring that notice regarding the meeting be sent out a minimum of 10 days before the meeting, and including amendments to Section 47-12, Central Beach Districts. The September 20, 2023, PZB Staff Report, meeting minutes and the previously proposed amendments as presented to the PZB on September 20, 2023, are attached as Exhibit 1 and Exhibit 2 and Exhibit 3 respectively.

On June 19, 2024, PZB, acting as the local planning agency (“LPA”), reviewed the application and recommended approval (by a vote of 9-0), finding the proposed change consistent with the City of Fort Lauderdale Comprehensive Plan. The June 19, 2024, PZB Staff Report, and meeting minutes are attached as Exhibit 4 and Exhibit 5 respectively.

Subsequent to the PZB meeting, staff recognized a scrivener’s error in the material presented to the Planning and Zoning Board specifically in the title of Section 47-27.4 and a reference in 47-27.4.A regarding the site plan level of review subject to this notice requirement. The ordinance language correctly reflects the language approved by the Planning and Zoning Board and the scrivener’s errors were identified in the ordinance presented for first reading as double stricken words and the corrections are double underlined.

The proposed ordinance is attached as Exhibit 6.

**Resource Impact**

There is no fiscal impact associated with this action.

### **Strategic Connections**

This item supports the Press Play Fort Lauderdale Strategic Plan 2024, specifically advancing:

- The Neighborhood Enhancement Focus Area.
- Goal 4: Build a thriving and inclusive community of neighborhoods.

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community.

### **Attachments**

Exhibit 1 – September 20, 2023, PZB Staff Report

Exhibit 2 – September 20, 2023, PZB Meeting Minutes

Exhibit 3 – September 20, 2023, Proposed Amendments Presented to PZB

Exhibit 4 – June 19, 2024, PZB Staff Report

Exhibit 5 – June 19, 2024, PZB Meeting Minutes

Exhibit 6 – Ordinance

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Development Services Department

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