



**PLANNING AND ZONING BOARD MEETING MINUTES  
DEVELOPMENT SERVICES DEPARTMENT  
700 NW 19 AVENUE, FORT LAUDERDALE, FL 33311  
WEDNESDAY, MARCH 18, 2026 – 6:00 P.M.**

CITY OF FORT LAUDERDALE

<u>Board Members</u>	<u>Attendance</u>	<u>Present</u>	<u>Absent</u>
Patrick McTigue, Chair	P	10	0
Brian Donaldson, Vice Chair	P	9	1
Kevin Buckley	P	9	1
Hector DelaTorres	P	6	1
Whitney Dutton	P	8	2
Steve Ganon	P	10	0
Monty Lalwani	A	2	1
Jacquelyn Scott	P	8	2
Alexander Spence	P	7	0

**Staff**

D'Wayne Spence, Deputy City Attorney  
 Jim Hetzel, Urban Design and Planning Manager  
 Karlanne Devonish, Principal Urban Planner  
 Michael Ferrera, Urban Planner II  
 Yvonne Redding, Urban Planner III  
 N. Day, Recording Clerk, Prototype, Inc.

**Communication to City Commission**

None.

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

The meeting was called to order at 6:00 p.m. and the Pledge of Allegiance was recited. Chair McTigue introduced the Board members and the Deputy City Attorney. Urban Design and Planning Manager Jim Hetzel introduced City Staff.

**II. DETERMINATION OF QUORUM / APPROVAL OF MINUTES**

~~Motion~~ made by Ms. Scott to approve. In a voice vote, the ~~motion~~ passed unanimously.

The following Items were taken out of order on the Agenda.

**IV. AGENDA ITEMS**

**Index**

<u>Case Number</u>	<u>Applicant</u>
1. UDP-S25001**	One on One Harbor Beach, Inc.
2. UDP-A25070**	Bane Properties Time Square, LLC.
3. UDP-S25049**	Sunrise FTL Ventures, LLLP
4. UDP-Z26001* **	Pinnacle Corporate Park, LLC.
5. UDP-S25052**	West Cypress Creek Holdings, LLC.

**Special Notes:-**

**Local Planning Agency (LPA) items (\*)** – In these cases, the Planning and Zoning Board will act as the Local Planning Agency (LPA). Recommendation of approval will include a finding of consistency with the City's Comprehensive Plan and the criteria for rezoning (in the case of rezoning requests).

**Quasi-Judicial items (\*\*)** – Board members disclose any communication or site visit they have had pursuant to Section 47-1.13 of the ULDR. All persons speaking on quasi-judicial matters will be sworn in and will be subject to cross-examination.

**1. CASE: UDP-S25001**

**REQUEST: \*\*** Site Plan Level III: Conditional Use for Building Height above 120 Feet, Waterway Use, and Yard Modification Request for Thirty-Six (36) Unit Multifamily Development

**APPLICANT:** One on One Harbor Beach, Inc.

**AGENT:** Jason Crush, Crush Law, P.A.

**PROJECT NAME:** Harbor Beach Residences

**ADDRESS:** 3043 and 3049 Harbor Drive

**ABBREVIATED LEGAL DESCRIPTION:** Ocean Harbor 26-39 B Lot 6 and Ocean Harbor 26-39 B Lot 5

**ZONING DISTRICT:** Residential Multifamily High Rise High Density (RMH-60)

**LAND USE:** High Residential

**COMMISSION DISTRICT:** 4 – Ben Sorensen

**NEIGHBORHOOD ASSOCIATION:** Harbor Drive Association

**CASE PLANNER:** Adam Schnell

Courtney Crush, representing the Applicant, requested a 90-day deferral of this Item, as the Applicant continues to work with neighbors of the project.

**Motion** made by Ms. Scott, seconded by Vice Chair Donaldson, to approve the deferral to the June meeting, which is June 17, 2026. In a roll call vote, the **motion** passed 8-0.

**III. PUBLIC SIGN-IN / SWEARING-IN**

Any individuals wishing to speak on Agenda Items were sworn in at this time.

**2. CASE: UDP-A25070**

**REQUEST: \*\*** Site Plan Level III: Parking Reduction Request

**APPLICANT:** Bane Properties Time Square, LLC.

**AGENT:** Nectaria Chakas, Lochrie & Chakas, P.A.

**PROJECT NAME:** Soho Kitchen

**ADDRESS:** 3020 N. Federal Highway # 13

**ABBREVIATED LEGAL DESCRIPTION:** Times Square 43-23 B, Lot 13

**ZONING DISTRICT:** Boulevard Business (B-1)

**LAND USE:** Commercial

**COMMISSION DISTRICT:** 1—John Herbst  
**NEIGHBORHOOD ASSOCIATION:** Coral Ridge Association  
**CASE PLANNER:** Yvonne Redding

~~Disclosures were made at this time.~~

~~Nectaria Chakas, representing the Applicant, stated that the Applicant plans to open a restaurant, which is currently approved as a takeout only facility. Most of the buildings at the subject location, the Plaza 3000 Shopping Center, were constructed in the 1950s or 1960s, with remodeling done over the years. The restaurant's bay is 1,100 sq. ft. and fronts onto Middle River Drive.~~

~~In order to add tables and chairs to the space, the Applicant must meet parking requirements for a restaurant, which triggers the need for an additional seven parking spaces. The subject area is already developed and parking is shared by the owners of other daytime establishments. City Code allows a parking reduction based on certain criteria, which include the availability of public parking within a 700 ft. radius. The Applicant's traffic engineer conducted parking counts within this area which showed more than enough parking at the highest peak hours, adjusted to account for seasonal factors. With the adjustment, 29 surplus parking spaces fall within the radius in addition to the required seven spaces.~~

~~The Application was presented to the Plaza 3000 Association, which owns the parking area for the shopping center and was supportive of the request. It was also presented to the Coral Ridge Civic Association, which was also supportive.~~

~~Ms. Scott asked if a letter of support was provided by either entity. Ms. Chakas confirmed that letters of support from both associations were included in the backup materials.~~

~~At this time Chair McTigue opened the public hearing. As there were no individuals wishing to speak on the Item, the Chair closed the public hearing and brought the discussion back to the Board.~~

~~**Motion** made by Ms. Scott, seconded by Vice Chair Donaldson, to adopt a Resolution approving Site Plan Level III Case Number UDP-A25070 based on the findings of fact, the facts in the City Staff Report, and the testimony heard by the Applicant, and the Board hereby finds the Application meets the standards and requirements of the ULDR and criteria for the proposed use as cited in the Resolution.~~

~~Deputy City Attorney D'Wayne Spence read the following Resolution into the record:~~

~~A Resolution of the Planning and Zoning Board of the City of Fort Lauderdale, Florida, approving a Site Plan Level III development permit for a parking reduction for the property located at 3020 N. Federal Highway, Unit 13, Fort Lauderdale, Florida, in the Boulevard Business (B-1) District, Case Number UDP-A25070; providing for conflicts; providing for severability; and providing for an effective date.~~

In a roll call vote, the **motion** passed 8-0.

**3. CASE:** UDP-S25049

**REQUEST:** ~~\*\* Site Plan Level IV Review: Amendment to Previously Approved Development in the Central Beach Regional Activity Center; Increase Number of Multifamily Residential Units from Seventy Six (76) to Eighty Eight (88), Add 113 Hotel Rooms, Add 1,800 Square Feet of Commercial Use, and Parking Reduction Request~~

**APPLICANT:** Sunrise FTL Ventures, LLLP

**AGENT:** Nectaria Chakas, Esq., Lochrie & Chakas, P.A., Shannon Brown, Josh Bailey, FSMY Architects & Planners

**PROJECT NAME:** Sereno (formerly known as Ocean Park Residences)

**ADDRESS:** 2901 NE 9 Court

**ABBREVIATED LEGAL DESCRIPTION:** Seabridge 21-46-B Lot 3 — 13, Blk BA

**ZONING DISTRICT:** Sunrise Lane Area (SLA)

**LAND USE:** Central Beach Regional Activity Center

**COMMISSION DISTRICT:** 2 — Steven Glassman

**NEIGHBORHOOD ASSOCIATION:** Central Beach Alliance Association

**CASE PLANNER:** Karlanne Devonish, AICP

Disclosures were made at this time.

Nectaria Chakas, representing the Applicant, stated that the Application requests an amendment to a Site Plan with an associated parking reduction. This Site Plan has come before the Planning and Zoning Board in 2022 and 2024. The site is 1.25 acre in size and is zoned Sunrise Lane Area (SLA) within the Central Beach Area. Former uses on the site have been demolished. The subject site is immediately adjacent to the Sunrise East Condominium to the west and a convenience store and the Carlton Tower condominium to the east.

In 2022, a Site Plan was approved for two towers, both of which were 12 stories in height, with 54 residential units and 100 hotel rooms. They also included roughly 4,700 sq. ft. of commercial use. In 2024, the developer amended this plan to include only one tower at a height of 14 stories with a parking garage. The 2024 plan included 76 residential units with no hotel component.

The developer has proposed additional amendments to the 2024 plan which include 88 multi-family dwelling units, 113 hotel rooms, and 1,800 sq. ft. of ground floor commercial uses. These uses are included in the existing building which was approved in 2024. The developer decreased the size of some units after receiving feedback from prospective buyers that the units were too large.

Ms. Chakas continued that the ground floor is unchanged from previous approvals. There will be a 14-story tower beside the parking garage, which will have four levels of parking and a fifth-level amenity deck. There is also a motor court along NE 9 Court. Parallel parking is available adjacent to the development and is expected to be reserved for neighbors at the Sunrise East condominium. The Applicant will construct and maintain these parking spaces.

~~The ground floor includes stores as well as a patio area fronting onto Sunrise Boulevard to activate the street. Roof plans for the hotel and residential tower include a pool, lounge areas, and mechanical equipment. The parking garage's rooftop amenity deck includes fitness rooms and lounge areas. While previous plans had included pickleball courts on the rooftop, these have been eliminated from the current plans and replaced with a lounge.~~

~~Ms. Chakas showed comparisons of previous and current plans, noting that the new plan includes more glass and transparency. The 2026 proposal includes 88 multi-family units and 113 hotel rooms. Average unit size for the dwelling units ranges from 523 sq. ft. to 1,231 sq. ft. The commercial space totals 1,800 sq. ft.~~

~~The Applicant requests a parking reduction to 1.28 spaces per unit for the residential component. The hotel and commercial uses will be parked at Code requirements.~~

~~The Sunrise East and other neighboring condominiums have indicated their support for the Application. The Central Beach Alliance (CBA) also saw a presentation on the Application in January 2026 and indicated their support as well, although they did not vote on the project.~~

~~Ms. Scott requested clarification of the number of units and the proposed parking ratio. Ms. Chakas replied that there will be 88 residential units with 112 proposed spaces for a total of 1.28 spaces per unit. The units are one and two-bedroom units with one three-bedroom unit. She characterized them as smaller in size. The limited service hotel will have no meeting room space or restaurant and anticipates fewer employees than most hotels. The total number of proposed parking spaces is 200.~~

~~Mr. DelaTorres requested additional information about access to the site, particularly the ground-level commercial space. Ms. Chakas replied that most commercial business will be walk-up customers. She reviewed access of the site from Sunrise Boulevard, which requires a turn onto Birch Road. While there are curb cuts onto Sunrise Boulevard, FDOT will not allow access from that roadway due to proximity to the intersection.~~

~~Ms. Chakas continued that the Applicant plans to construct a 5 ft. sidewalk "cut through" area between the proposed building and the Sunrise East parking garage ramp. Pedestrians do not have to walk to Birch Road to access the site. She reviewed additional potential access points for pedestrians.~~

~~Mr. DelaTorres asked how many parking spaces were proposed for the previous Site Plan which included 76 residential units and no hotel units. Ms. Chakas replied that there were 154 spaces proposed for that plan. Mr. DelaTorres estimated that if 50% of the hotel units require parking, this would mean roughly 56 cars. He expressed concern that with the addition of residents and employees, the parking would be insufficient.~~

~~Ms. Chakas explained that the Applicant only proposes a parking reduction for the residential component of the site. The hotel and commercial portions are parked at Code and no reductions are requested.~~

Ms. Chakas continued that the parking garage will include four levels of parking, pointing out that if an additional level of parking were added, it could create conflicts with neighbors' views. The Applicant hopes to maintain the current proposed height of the garage.

Mr. Torres explained that if the project is insufficiently parked, cars will spill over into the surrounding neighborhood, also noting that the hotel component will create more impacts. He did not feel the reduced size of the proposed units would make a significant difference and again expressed concern with the proposed parking reduction.

Ms. Chakas stated that Code allows a parking reduction to be requested for the residential component if the Application meets certain criteria. These criteria include provision of an acceptable methodology under Institute for Transportation Engineers (ITE) standards which suggests the 1.28 ratio is a reasonable parking requirement for residential units in an urban setting. She acknowledged that the ratio could be insufficient in a more suburban location, and emphasized pedestrian activity in the area, which is cited as a justification for the proposed reduction.

Vice Chair Donaldson asked if residential parking spaces will be assigned or shared. Ms. Chakas replied that spaces will not be assigned. Vice Chair Donaldson commented that most other condominiums in the area are typically homesteaded at a rate of 30% to 40%, with most residents absent during tourist season. Most of the buildings that offer shared parking do not have spillover issues.

Ms. Chakas advised that the garage will provide valet parking only.

Vice Chair Donaldson requested clarification of the number of one- and two-bedroom units. Ms. Chakas replied that there will be 60 one-bedroom units and 26 two-bedroom units, with a single three-bedroom unit. Mr. Dutton commented that it is currently common for two-bedroom units to have only one parking space.

At this time Chair McTigue opened the public hearing.

Pete Hechenbleikner, resident of the Sunrise East condominium, advised that residents in the area want the project to be built. He characterized providing one parking space for a two-bedroom unit as typical, and felt pedestrian access through the subject property would restore pedestrian activity in the area. He was not concerned that parking would spill over into the surrounding neighborhood.

Sharie Johnston, resident of the Sunrise East condominium and representing the Sunrise East Board of Directors, expressed enthusiasm for the project, describing the site as previously decrepit. She added that residents of her condominium are looking forward to sidewalks and landscaping. She was not concerned with parking and expect less traffic rather than more.

As there were no other individuals wishing to speak on the Item, the Chair closed the public hearing and brought the discussion back to the Board.

~~**Motion** made by Vice Chair Donaldson, seconded by Mr. Ganon, to recommend approval of Case Number UDP-S25049, Site Plan Level IV review, and I move to recommend approval based on the following findings of fact, the facts of the City Staff Report, and the testimony heard by our Board this evening, hereby finds that the Applicant meets applicable criteria of the ULDR cited in the Staff Report and any conditions are to be part of the Application subject to the conditions of the Staff Report. In a roll call vote, the **motion** passed 8-0.~~

**4. CASE: UDP-Z26001**

**REQUEST:** \* \*\* Rezoning from Heavy Commercial/Light Industrial (B-3) District to Uptown Urban Village Southeast (UUV-SE) District

**APPLICANT:** Pinnacle Corporate Park, LLC.

**AGENT:** Robert Lochrie, III, Esq., Lochrie and Chakas, P.A.

**ADDRESS:** 500 NW 62 Street

**ABBREVIATED LEGAL DESCRIPTION:** Sixteen Six Properties 114-3 B Parcel A Less Pt Desc As: Beg At NE Cor Of Parcel A, Sly 10.97 Wly 696.94; Swly 49.83; Sly 15.57 Wly 70, Nly 60.70; Ely 804.91 To Pob Toget With Parcel "A" Of Sixteen Six Two 148-47 B

**ZONING DISTRICT:** Heavy Commercial/Light Industrial (B-3)

**PROPOSED ZONING:** Uptown Urban Village Southeast (UUV-SE)

**LAND USE:** Uptown Urban Village – Transit Oriented Development

**COMMISSION DISTRICT:** 1 – John Herbst

**NEIGHBORHOOD ASSOCIATION:** N/A

**CASE PLANNER:** Michael Ferrera

Disclosures were made at this time.

Nectaria Chakas, representing the Applicant, stated that tonight's request is for rezoning to the Uptown Urban Village Southeast (UUV-SE) zoning district. This is a transit-oriented development district established by the City in 2025. The subject site currently includes two office buildings with significant surface parking next to a Tri-Rail station.

The Applicant proposes to rezone the property to UUV-SE in anticipation of the City's adoption of new regulations that will allow residential development in the area. The Applicant has a pending Site Plan that will add residential development. Other properties in the Uptown area have been similarly rezoned to mixed-use categories. An accompanying Code amendment allowing residential development in the UUV-SE zoning district is expected to come before the Board in April 2026.

At this time Chair McTigue opened the public hearing. As there were no individuals wishing to speak on the Item, the Chair closed the public hearing and brought the discussion back to the Board.

**Motion** made by Ms. Scott, seconded by Mr. Buckley, to recommend approval of Case Number UDP-Z26001 based on the following findings of fact, the facts of the City Staff Report, or based on the testimony heard by the Applicant, and the Board hereby finds that the

Application meets the applicable criteria of the ULDR cited in the Staff Report. In a roll call vote, the **motion** passed 8-0.

**5. CASE:** UDP-S25052

**REQUEST:** \*\* Site Plan Level III Review: 11,000 Square-Foot Medical Use in General Aviation Airport (GAA) District

**APPLICANT:** West Cypress Creek Holdings, LLC.

**AGENT:** Heidi Davis Knapik, Gunster Law Firm

**PROJECT NAME:** HCA Free Standing Emergency Room

**ADDRESS:** 2050 NW 62 Street

**ABBREVIATED LEGAL DESCRIPTION:** 2050 Cypress Creek 183-685 B Parcel A

**ZONING DISTRICT:** General Aviation Airport (GAA)

**LAND USE:** Employment Center

**COMMISSION DISTRICT:** 1 — John Herbst

**NEIGHBORHOOD ASSOCIATION:** N/A

**CASE PLANNER:** Michael Ferrera

Disclosures were made at this time.

Heidi Davis, representing the Applicant, explained that this proposal would develop a freestanding emergency room on the subject property. The location is adjacent to the Fort Lauderdale Executive Airport (FXE) and is a currently vacant 2.17 acre parcel zoned for General Aviation Airport (GAA) use. Its land use designation is Employment Center.

The proposed facility will be a stand-alone emergency room supported by physicians, nurses, imaging technicians, and other medical professionals. It will be approximately 11,000 sq. ft. with 11 treatment rooms and on-site imaging, including X-rays and CT scans. The facility is designed to alleviate wait times at hospital emergency rooms and would not be considered to generate heavy traffic. Typically one to two ambulances would access the facility each day.

Ms. Davis continued that a freestanding emergency room will have physicians on staff at all times, unlike urgent care facilities. The site will include imaging and laboratory resources necessary for diagnosis and care of emergency situations. Unlike an acute care hospital, the facility will not admit patients overnight. If a patient needs overnight care they would be transported to a hospital.

Freestanding emergency rooms are not specifically listed as permitted uses in the GAA zoning district. Section 47-14.10, Subsection D of the City's Unified Land Development Regulations (ULDR) provides a list of permitted, conditional, or accessory uses not specifically listed which may be permitted after Planning and Zoning Board review. The Board must determine the following:

- The proposed use is consistent with permitted uses of the Future Land Use designation of Employment Center
- The proposed use will not adversely impact the airport

~~Both criteria are satisfied by the Application. The Employment Center designation permits uses including offices, businesses, service uses, and community facilities including hospitals and health clinics. The proposed facility is consistent with these uses.~~

~~The City's Airport Advisory Board (AAB) reviewed the proposed use and voted unanimously to approve the facility. The Airport director has provided a letter of support which is included in the Board members' backup materials.~~

~~The Site Plan includes an 11,000 sq. ft. structure that is 30 ft. tall with a parking requirement of 73 spaces. The site is accessible from Cypress Creek Road and there will be safe pedestrian and vehicular access throughout the property. Large landscape buffers will surround the property and the building's design incorporates separate ambulance and patient walk-in entrances. There are no residential uses in proximity to the proposed facility.~~

~~The Applicant held a public participation meeting with mailed notice to property owners within a 300 ft. radius of the site. They also invited the closest homeowners' association, which is the Palm Aire Village East condominium association. No residents of that facility attended the public participation meeting.~~

~~Ms. Davis provided backup information on the Applicant and their health care network, concluding that the proposed facility is consistent with the uses permitted within the Future Land Use designation and will not adversely affect the surrounding area.~~

~~Vice Chair Donaldson asked what would happen if a patient requires an overnight stay, including how the hospital to which they would be transported would be selected. Cory Mead, chief executive officer (CEO) for the Applicant, stated that this would be determined by patient choice and/or request if there is no life-threatening emergency. Higher-level issues such as cardiac events, strokes, or trauma would be sent to the closest certified receiving facility.~~

~~Ms. Scott noted that the facility would serve only private patients, and asked if indigent patients with non-life-threatening issues would be treated there. Mr. Mead replied that his network is the largest provider of care to indigent patients in Florida. The Emergency Medical Treatment and Labor Act (EMTALA) requires all patients seeking care to be treated equally. The severity of the emergency does not affect this requirement.~~

~~At this time Chair McTigue opened the public hearing. As there were no individuals wishing to speak on the Item, the Chair closed the public hearing and brought the discussion back to the Board.~~

~~Attorney Spence clarified that if the Board approves the Site Plan, they must also find the proposed use to be permissible within the Employment Center land use category.~~

~~**Motion** made by Mr. Dutton, seconded by Ms. Scott, to adopt the Resolution approving Site Plan Level III Case Number UDP-S25052 based on the following findings of fact, and the Board hereby finds that the Application meets the standards and requirements in the ULDR for the proposed use as cited in the Resolution; and the Board also finds that the freestanding~~

emergency room use is consistent with the permitted uses of the Employment Center Future Land Use designation.

Attorney Spence read the following Resolution into the record:

~~A Resolution of the Planning and Zoning Board of the City of Fort Lauderdale, Florida, approving a Site Plan Level III development permit and its full use determination for an 11,000 sq. ft. medical clinic space for the property located at 250 NW 62 Street, Fort Lauderdale, Florida in the Employment Center Future Land Use designation and General Aviation Airport (GAA) zoning district, Case Number UDP-S25052; providing for conflicts; providing for severability; and providing for an effective date.~~

In a roll call vote, the **motion** passed 8-0.

#### **~~V. COMMUNICATION TO THE CITY COMMISSION~~**

~~Urban Design and Planning Manager Jim Hetzel advised that when the Board sends a communication to the City Commission, it is requested that one Board member attend the City Commission Conference Agenda meeting at which the communication will be discussed. This allows additional information on the item to be presented without compromising compliance with Florida's Sunshine Law. He concluded that this is requested for all communications to the City Commission from quasi-judicial advisory boards going forward.~~

~~Vice Chair Donaldson asked when the Board would need to determine which member would attend the Conference Agenda meeting. Attorney Spence recommended that this be decided at the time the communication is sent.~~

#### **~~VI. FOR THE GOOD OF THE CITY OF FORT LAUDERDALE~~**

~~Ms. Scott stated that there has been previous discussion by the Board of how a developer communicates with the surrounding neighborhood. Code requires that property owners within 300 ft. of a subject parcel must be notified; however, she pointed out that most developers typically provide this notice but then depend upon the appropriate neighborhood association to further disseminate notice. She asserted that the City should consider expanding the radius within which a developer must notify neighbors.~~

~~Vice Chair Donaldson commented that in addition to the 300 ft. notification requirement, Code also requires "recognized neighborhoods" to be notified. He recommended expanding the definition of this term, and suggested that since the City is aware of the boundaries of its neighborhoods, all properties within that recognized neighborhood should be provided with mailed notice.~~

~~Vice Chair Donaldson continued that the president of a given association may be ill, out of town, or otherwise unable to pass on information to membership, this proposal would remove the onus from that person or board only.~~

~~Chair McTigue pointed out that some neighborhoods are very large, and asked if the radius would be expanded or if the entire neighborhood would be notified. Ms. Scott advised that most neighborhoods have different sections identified by plat names, and suggested that limiting notice to those areas might be easier; however, she was in favor of notifying the entire community.~~

~~Mr. Ganon pointed out that not all property owners participate in neighborhood associations and not all association officers have information on how to contact all neighbors. He was in favor of placing more of this responsibility on developers.~~

~~Mr. DelaTorres requested additional information on how the 300 ft. radius must be followed. Mr. Hetzel replied that public participation meeting notification requirements are the applicant's responsibility; mailed notice, however, is tied to the Planning and Zoning Board meeting at which the Item will be discussed. The radius for both notifications is 300 ft. and is a standard used by most of Broward County municipalities.~~

~~Mr. Hetzel explained that the Board recently sent a communication to the City Commission regarding distance requirements for notifications, particularly for projects of a certain size. The Commission directed Staff to analyze this further and bring the item back with recommendations.~~

~~Ms. Scott asked if there is Board consensus to expand the notification radius and provide information to more people. She recalled recent discussion of a site surrounded by several different neighborhoods, pointing out that the developer was not required to send mailed notice to all of these neighborhoods. Mr. Hetzel advised that notice is mailed to properties outside Fort Lauderdale which fall within the 300 ft. radius.~~

~~Attorney Spence clarified that developers are legally required to notice nearby property owners when bringing forward applications for quasi-judicial matters. This is meant to ensure that individuals who may be affected by a development are notified. Fort Lauderdale has traditionally had a heightened desire to notice the public of these items, which led to the inclusion of requirements for public participation meetings in Code. These meetings require developers to reach out to the community. Public participation notice extends beyond the 300 ft. radius to recognized neighborhood associations. Presidents of these associations are notified and are expected to notify their members of planned meetings.~~

~~Attorney Spence continued that requiring recognized neighborhood associations to be the vehicle through which notification is provided ensures that residents in those associations are noticed. He advised that Staff continues to consider broadening notice requirements. They are reviewing best practices for notification within Florida. He pointed out, however, that the Florida Legislature has reduced local governments' abilities to develop their own regulations, offering the example of recent laws which converted some approvals to administrative practices only.~~

~~Mr. DelaTorres commented that when developers send out mailers, they are sent to every address within the required radius and are not limited to neighborhood association members.~~

He described the notification process as having several layers, adding that there are cases in which hundreds or even thousands of units may require notification. Vice Chair Donaldson clarified that while this may be the case with condominiums, recognized neighborhoods typically consist of single-family homes, for which numbers are much smaller.

Attorney Spence asked if recognized neighborhood associations maintain up-to-date membership rolls. Vice Chair Donaldson advised that his association does not share their membership information with City or other entities, as most members object to sharing of their emails or other contact information. The City, however, already has a list of neighborhood boundaries as well as association presidents' names and could provide mailed notice to properties included.

It was asked what might happen if an individual indicates they were not notified as required. Vice Chair Donaldson suggested that a developer can provide proof that they mailed out a certain number of notices. Ms. Scott added that the developer can provide a list of the properties to which notice was mailed, as address information is listed on the Broward County Property Appraiser's Office website.

Attorney Spence requested clarification that the Board recommended broadening this scope to all homes within the recognized neighborhood association boundary. Mr. DelaTorres pointed out that some projects are located in areas populated by high-rise development, which could mean mailing notice to hundreds of addresses.

Ms. Scott stated that expanding the notification boundary to 1,000 ft. would be a step in the right direction. Mr. Hetzel stated that Staff is continuing research into this issue and will bring back information to the Board once their research is complete. Mr. DelaTorres asserted that developers often already mail notice to an expanded area, and acknowledged that the impact of some projects extends beyond the required boundaries. He reiterated that notice is often sent to unit owners in multi-family properties, which is already costly.

At this time Chair McTigue opened the public hearing.

Kristin La Fleur, president of the Beverly Heights Association, advised that she serves in a volunteer capacity as president and has responsibility for disseminating information to the association. She characterized the group as concerned citizens rather than owners in a homeowners' association, and recalled instances in which some adjacent neighbors were sent notice and others were not.

Ms. La Fleur continued that the existing system is not fully consistent, and recommended that developers not only continue reaching out to owners within 300 ft. of a project, they should also be required to provide more than an affidavit to prove that notice was sent. She also proposed that the appearance of mailed notice be standardized so it is not easily confused with flyers or junk mail.

Lesley Mitchell Jones, secretary of the Beverly Heights Association, stated that the current notification system has failed her neighborhood in two ways: adjacent homes may not be

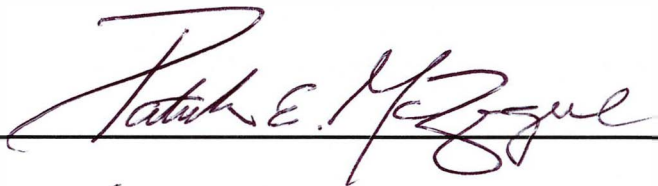
~~provided with the same notice, and there should be a clear record of what notice is mailed and to whom. She suggested certified mail as one option.~~

~~Ms. Jones continued that not all neighborhood association officers are conscientious about notifying their members, and emphasized the importance of notice to smaller as well as larger neighborhoods. She recommended tightening rules regarding notice without making the policy more difficult for developers to follow.~~

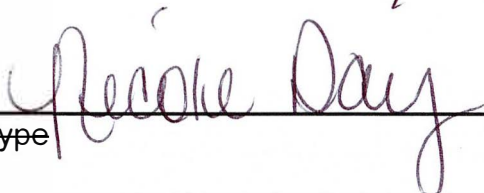
~~Mr. DelaTorres asked if Ms. Jones had seen physically posted notice on properties in her neighborhood. Ms. Jones replied that she has seen no such signage. Mr. Hetzel stated that an item addressing these requirements will come before the Board at an upcoming meeting.~~

~~There being no further business to come before the Board at this time, the meeting was adjourned at 7:31 p.m.~~

~~Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.~~



Chair



Prototype

[Minutes prepared by K. McGuire, Prototype, Inc.]