



MEMORANDUM

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Agenda Item No.2(B)

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**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** February 15, 2012

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Resolution creating a task force to make recommendations to the Board of County Commissioners on creating design criteria for Miami-Dade County, establishing design review boards, and creating procedures and thresholds which would govern such a review process

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Senator Javier D. Souto.

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R. A. Cuevas, Jr.  
County Attorney

RAC/cp

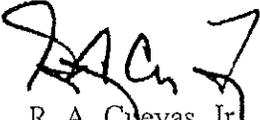


# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** March 6, 2012

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No.

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No.  
3-6-12

RESOLUTION NO. \_\_\_\_\_

RESOLUTION CREATING A TASK FORCE TO MAKE RECOMMENDATIONS TO THE BOARD OF COUNTY COMMISSIONERS ON CREATING DESIGN CRITERIA FOR MIAMI-DADE COUNTY, ESTABLISHING DESIGN REVIEW BOARDS, AND CREATING PROCEDURES AND THRESHOLDS WHICH WOULD GOVERN SUCH A REVIEW PROCESS

**WHEREAS**, residents and visitors in Miami-Dade County value excellence in urban design and the harmony of neighboring structures and surrounding areas; and

**WHEREAS**, a greater focus on urban design and an increased sensitivity to compatibility with neighboring structures and the surrounding environment could maintain or even improve property values in neighborhoods in Miami-Dade County; and

**WHEREAS**, other local governments, such as the City of Miami Beach, have design guidelines and design review boards which review applications for new construction and alterations to existing structures; and

**WHEREAS**, Miami-Dade County could create design criteria and establish design review boards which could implement that design criteria for the unincorporated areas; and

**WHEREAS**, because Miami-Dade County is so diverse, in developing design criteria for the County, it would be important to consider whether different design standards should apply to separate zoning districts or neighborhoods, or whether different design standards should apply within zoning districts or neighborhoods; and

**WHEREAS**, because of the size of Miami-Dade County and the need to minimize potential delays, it may also be important to consider which matters should come before a County design review board, based on factors such as, but not limited to, the scale of the

proposed project, such as its height, bulk size, of floor area ratio; the location, including whether a proposed project is on a section or half section line roadway or other major thoroughfare; or some other criteria to be incorporated into County design standards; and

**WHEREAS**, Miami-Dade County could give the existing Community Zoning Appeals Boards (“CZABs”) the authority to act as design review boards, thus allowing the community to have greater local control over the aesthetics and the design of their neighborhoods; and

**WHEREAS**, a task force could make recommendations to the Board for effective and workable design criteria, considering the diversity of the County and its numerous zoning districts; thresholds of which matters should go a County design review board for approval; and appropriate procedures to minimize delays that could result from this new approval process; and

**WHEREAS**, a task force could also make recommendations to the Board of how to best establish design review boards for Miami-Dade County and implement design criteria in the unincorporated areas; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that the County Mayor or designee is directed to create a task force to make recommendations to the Board relating to design criteria for Miami-Dade County and the establishment of design review boards. Such task force shall consist of 23 members. Ten members of the task force shall be members of the Community Zoning Appeals Boards (“CZABs”). The current Chair of each of the ten CZABs shall automatically be appointed to the task force. If a Chair is unable or unwilling to serve on the task force, the respective CZAB shall, within 60 days of the effective date of this Resolution, select another member from the CZAB to serve on this task force. If the CZAB does not or will not meet within the 60 day period, then the Board of County Commissioners shall appoint

another member of that CZAB to the task force. The remaining thirteen members shall be appointed by the Board of County Commissioners, and shall consist of registered architects, registered landscape architects, professional designers, professional urban planners, members of the faculty of a school of architecture, land use attorneys, or other individuals who, by virtue of their profession or business, have demonstrated experience in or concern for urban design. In all, the task force shall contain at least eight registered architects, two landscape architects, one member of the faculty of a school of architecture, and one land use attorney. An eligibility list for the professional membership categories may include, but shall not be limited to, suggestions from the following professional and civic associations: the local chapter of the American Institute of Architects, the local chapter of the American Society of Landscape Architects, the Miami Design Alliance, the local chapter of the American Planning Association, and the Miami Design Preservation League and Dade Heritage Trust.

Within 180 days of the date that two-thirds of the task force members have been appointed, the task force shall prepare a report and recommendation for the Board. The report and recommendation shall include, at a minimum: (1) recommendations for design criteria in the unincorporated areas of Miami-Dade County which consider the diversity of the County, the various zoning districts, what types of design criteria would be most effective, and the feasibility of implementing such design criteria; (2) recommendations for the creation of design review boards, including the composition of such board or boards and the feasibility of having CZABs function as local design review boards in addition to their current responsibilities; and (3) recommendations for procedures in order to best utilize a design review board and minimize potential delays, including thresholds of matters which would need to go to a design review

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board for approval. Under no circumstances shall this task force exist for one year or more after the effective date of this Resolution.

The Prime Sponsor of the foregoing resolution is Senator Javier D. Souto. It was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Esteban L. Bovo, Jr.	Jose "Pepe" Diaz
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of March, 2012. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

*ASR/DAK*

Abbie Schwaderer-Raurell

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