MIAMI-DADE COUNTY

Delivering Excellence Every Day

DEPARTMENT OF Planning & Zoning

Table of Organization

Director

Provides overall direction to departmental operations and is responsible for preparing and implementing the Comprehensive Development Master Plan (CDMP) and zoning laws of Miami-Dade County; serves as secretary and coordinates efforts for the Planning Advisory Board and Community Zoning Appeals Boards; serves as a member of the Developmental Impact Committee (DIC).

Office of Countywide Healthcare Planning

Responsible for overall leadership of the County's health services research and plan development; represents the County on key health systems planning initiatives; guides the identification and adaptation of best practice models and develops new approaches to enhance county health systems, residents' health and access to care; develops legislation and regulations affecting health and facilitates community health system reform.

Agenda Coordination and Community Zoning Appeals Board (CZAB)

Manages the preparation, and certification of documents related to planning, zoning and development, and legislative, and Development of Regional Impact (DRI) development orders; provides support to DIC Executive Council and the CZAB, and acts as clerk of the CZAB.

Historic Preservation

Identify, protect, enhance, and perpetuate properties of historical, architectural, archaeological, paleontological, cultural, and aesthetic merit in Miami-Dade County, designates historic and archaeological sites, reviews proposed alterations, tax abatement, and other financial incentive applications for designated properties, monitors and enforces historic preservation regulations through the Certificate of Appropriateness and Certificate to Dig application processes, Assists local municipalities with historic preservation technical support, and provides regulation jurisdiction over those municipalities without their own historic preservation ordinance

Planning

Manages the preparation, update and interpretation of the CDMP; performs area and special studies; conducts and maintains research on demographic, geographic and economic data for the county, provides support to advisory committees, Community Councils, Board of County Commissioners (BCC), and other local agencies and governments. Reviews and evaluates requests to amend the CDMP.

Zoning

Directs Zoning review of building permit applications and Zoning Inspection Permits: inspection of sites for compliance with Miami-Dade County Zoning Code and landscaping regulations; review of applications and issuance of Certificates of Use, reviews and evaluates zoning public hearing requests, assesses, administers, and collects impact fees, provides support to DIC Executive Council, Board of County Commissioners (BCC), Community Zoning Appeals Boards, and other advisory committees; prepares ordinances, zoning resolutions, and Development of Regional Impact (DRI) development orders; provides support to DIC Executive Council and the Community Zoning Appeals Boards.

Administrative Services

Responsible for administrative functions, including budget preparation, finance, management information systems, public information, procurement, safety, capital inventory and personnel; develops administrative policies and procedures; maintains official Miami-Dade County zoning maps, GIS functions. Serves as Strategic Plan Coordinator.

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