

MEMORANDUM

Agenda Item No. 11(A)(6)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: July 1, 2025

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution establishing County
Policy regarding zoning
applications; directing the
County Mayor to provide certain
notice to the relevant District
Commissioner relating to
applications for administrative
site plan review of Live Local
applications and of proposed
developments meeting certain
criteria

Resolution No. R-683-25

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Eileen Higgins.



Geri Bonzon-Keenan
County Attorney

GBK/ks



MEMORANDUM

(Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: July 1, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 11(A)(6)

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
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, majority plus one ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3) (h) or (4)(c) ____, CDMP 9 vote requirement per 2-116.1(4)(c) (2) ____) 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. 11(A)(6)
7-1-25

RESOLUTION NO. R-683-25

RESOLUTION ESTABLISHING COUNTY POLICY REGARDING ZONING APPLICATIONS; DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO PROVIDE CERTAIN NOTICE TO THE RELEVANT DISTRICT COMMISSIONER RELATING TO APPLICATIONS FOR ADMINISTRATIVE SITE PLAN REVIEW OF LIVE LOCAL APPLICATIONS AND OF PROPOSED DEVELOPMENTS MEETING CERTAIN CRITERIA

WHEREAS, certain zoning applications are reviewed administratively and are not brought before a Community Zoning Appeals Board or the Board of County Commissioners for review at a public hearing, such as applications for review pursuant to the Live Local Act; and

WHEREAS, other zoning applications come to the Board for initial review but have final review as administrative site plan approvals; and

WHEREAS, it is imperative that County Commissioners be aware of dense proposed developments in their respective districts; and

WHEREAS, providing notification when applications for these types of administrative site plan approvals are received may assist Commissioners in anticipating the community needs of their districts; and

WHEREAS, this Board wishes to establish as County policy that the County Mayor or County Mayor's designee shall notify Commissioners when applications are received for properties within their respective districts that seek administrative site plan review of Live Local applications or of proposed development where a project includes more than 250 residential units per acre or 100,000 square feet per acre of non-residential uses,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that it shall be the policy of this County that the County Mayor or County Mayor's designee shall provide e-mail notification to Commissioners within 10 business days of when applications are received for properties within their respective districts that seek administrative site plan review of (1) applications pursuant to the Live Local Act; or (2) proposed development where a project includes more than 250 residential units per acre or 100,000 square feet per acre of non-residential uses.

The Prime Sponsor of the foregoing resolution is Commissioner Eileen Higgins. It was offered by Commissioner **Raquel A. Regalado** , who moved its adoption. The motion was seconded by Commissioner **Marleine Bastien** and upon being put to a vote, the vote was as follows:

	Anthony Rodriguez, Chairman	aye	
	Kionne L. McGhee, Vice Chairman	aye	
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Sen. René García	aye	Oliver G. Gilbert, III	aye
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Natalie Milian Orbis	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 1st day of July, 2025. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



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

JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

A handwritten signature in black ink, appearing to read "LEM", is written over a horizontal line.

Lauren E. Morse
Cristina M. Rabionet