

MIAMI-DADE COUNTY
DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES
ZONING PROCESS IMPROVEMENT PROJECT

PRE-APPLICATION PROCESS
June 2014

As part of the creation of the Department of Regulatory and Economic Resources (RER), staff was tasked with identification of specific initiatives that would streamline processes and facilitate economic development in Miami-Dade County. As part of that effort, over the past two years staff has prepared and the Board has approved numerous Zoning Code changes that have helped simplify the regulatory process and reduced the time needed to obtain approvals. Included among these are the recently adopted ordinances updating the administrative adjustments and the nonconforming sections of the Code. An ordinance updating the Developmental Impact Committee process is currently under Board consideration.

In addition to Code updates and to further improve the development review process and provide additional accountability by both the development community and County staff, RER has been working on revisions to its zoning hearing/development approval process whereby the development community and County staff will collaborate on development applications prior to the formal submittal of the application. This is a common practice among municipalities and other land development regulatory agencies across the country, and has proven to shorten the development review time, while improving the quality of the review by professional staff.

The proposed revisions to the process primarily focus on a new pre-application process and on a streamlined schedule for County agencies' review and comment. The proposed pre-application process would ultimately render the development community or any applicant with an opportunity to meet with staff from all County reviewing agencies, simultaneously, in a "Pre-Application Meeting." At this meeting, the applicant would be provided with initial agency feedback and with information relevant to the submittal of a complete application. Among other things, this process is designed to familiarize all reviewing staff with applications prior to their formal submittal/filing, to reduce the amount of resubmittals after said filing and to centralize the development review process. As previously stated, this pre-application process change will be accompanied by a streamlined, deadline-driven schedule that the County reviewing agencies have agreed to.

Should you have any questions or comments about the proposed process improvement, please contact us at 305-375-2842 or dpnz@miamidade.gov .