



**City of Coconut Creek
Planning and Zoning Board Meeting
March 13, 2024
Minutes – Excerpt**

6. LAND DEVELOPMENT CODE AMENDMENT: AN ORDINANCE AMENDING THE CITY'S CODE OF ORDINANCES, BY AMENDING CHAPTER 13, "LAND DEVELOPMENT CODE," TO CONSOLIDATE AND STREAMLINE DEVELOPMENT PROCEDURES, UPDATE PROCEDURES FOR SPECIAL LAND USES, PLATS, AND SITE PLANS, REVISE CITY DEPARTMENT NAMES AND THEIR RELATED DIRECTOR TITLES TO REFLECT THE CITY'S CURRENT ORGANIZATIONAL STRUCTURE, UPDATE STATUTORY REFERENCES, AND DELETE OBSOLETE REFERENCES. (PUBLIC HEARING)

Mr. Proffitt discussed the proposed changes to the process and procedures included in the draft ordinance, including updates to statutory references and reorganization of the chapter for clarity. He reviewed new charts included to improve efficiency in the process and stated they would greatly improve transparency of the Code. He noted there were substantive changes outlined in the staff report, including changes to the approval process for certain types of applications and updates to the public notice mailing radius. He stated staff recommended approval of the proposed changes.

Ms. Fry pointed out the Planning and Zoning Board had been removed from the appeals process and asked the reason. Deputy City Attorney Mehaffey clarified that the correction had taken place in 2023. She provided brief history on the change. Ms. Fry asked whether a change in the approval process from ordinance to resolution would cause issues in that the Commission often asks for changes between first and second reading. Mr. Proffitt explained a continuation would be an option to allow for further analysis if requested by the Commission. Discussion continued regarding language relocated within the chapter.

Mr. Light asked for further clarification on the difference between ordinance and resolution. Deputy City Attorney Mehaffey outlined the differences and the public hearing requirements. Mr. Light highlighted the change to the appeals process and noted the Board had recommended against its approval. Deputy City Attorney Mehaffey clarified. Mr. Light pointed to the phrase "burden of proof" in Section 13-26(c) and stated he was uncomfortable with the term due to its technical legal meaning. Deputy City Attorney Mehaffey agreed to relabel the section as "applicant's burden." Mr. Light asked for clarification on the definitions of variances and special exceptions, a grandfathering clause from 2001, and formatting standards. Deputy City Attorney Mehaffey and Mr. Proffitt clarified.

Mr. Delgado asked whether the change from ordinance to resolution for Special Land Use applications was intended to create better flexibility while still maintaining the same standards and safeguards. Mr. Proffitt confirmed, noting the changes streamlined the development review process, but noted all standards and technical reviews remained in place.

Ms. Belvedere complimented the work that had gone into the draft. She asked whether the Board would have access to a full draft to read without the underline and strike-through marks. Deputy City Attorney Mehaffey explained the following adoption, it would be integrated into the full Code in a clean format.

Vice Chair LaPlant opened the public hearing on the item. There were no questions or comments from the public, and Vice Chair LaPlant closed the public hearing.

MOTION: Fry/Delgado – To recommend approval of Agenda Item 6, as presented.

Upon roll call, the Motion passed by a 5-0 vote.