

PLANNING

DEPARTMENT MISSION STATEMENT

The Planning Department is dedicated to developing, refining, and implementing a comprehensive urban planning vision for Miami Beach with the goal of preserving the integrity of the City’s unique design heritage, and enhancing the quality and diversity of the urban experience, inclusive of its residential neighborhoods, business districts, resorts, recreation, and entertainment areas.

DEPARTMENT DESCRIPTION

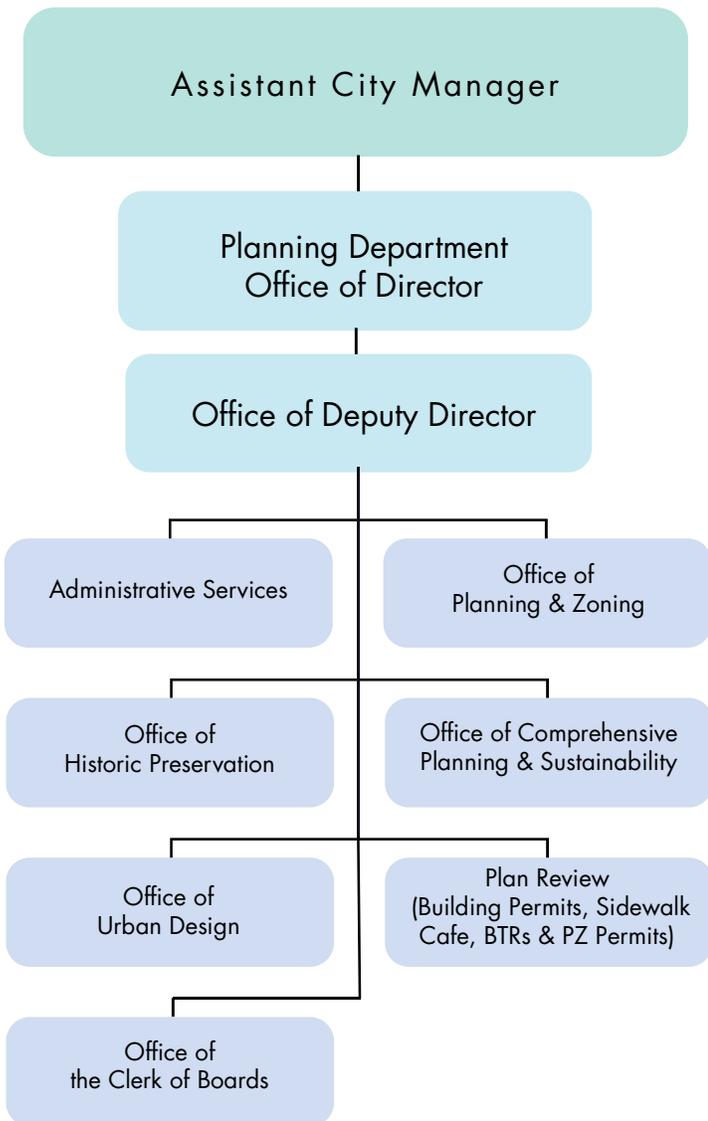
The Department provides guidance in design and applies regulatory standards and policies with the intent of ensuring progressive urban design principles, while preserving the City’s rich architectural and historic resources.

The Planning Department is responsible for providing professional analysis and recommendations to the City Manager and City Commission on all land development issues. We serve as staff to the City’s Planning Board, Board of Adjustment, Design Review Board and Historic Preservation Board. The Department processes the applications, reviews and prepares recommendations, and is also responsible for implementing and updating the comprehensive plan as required by State Statutes. The Department reviews building permits for compliance with the land development regulations, board orders, and for consistency with architectural review guidelines as well as preservation criteria.

Additionally, the Department also conducts studies on specialized topics, such as resiliency and sustainability, growth management, wayfinding, historic designation, urban and landscape design, and prepares master and conceptual plans for neighborhoods and conservation districts. Such efforts generally involve extensive public participation and collaboration with other City departments and governmental agencies to facilitate implementation of the plans once approved by City Commission.

FISCAL ENVIRONMENT

The Department is funded from the General Fund. Fees related to the Land Development approval process and Building Development Process were analyzed. The results found that fees had not been adjusted in over ten years. Subsequently, the City Commission approved an updated to the fees and methodology in December of 2015 and implemented them in May of 2016. The new fee schedule was intended to yield enough revenues to offset the operating costs for all processes under the department. Since then, the City Commission directed staff to again review fees and applicability thereof to capture revenue from other sources which are exempt from fees. The consulting team made several recommendations to apply fees not only to new construction, but alterations of existing structures as well. They have recommended reductions in some fees, and increases in others, all within the context of generating enough revenue to offset expenses as intended during the 2015 analysis. The updated fees based on the consultant’s recommendations were adopted May 8, 2019, and have since been implemented.



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STRATEGIC ALIGNMENT

Main Vision Area:

Neighborhoods

Management Objectives:



- **Prosperity**
 - Revitalize targeted areas and increase investment
- **Neighborhoods**
 - Modernize and streamline our old and complex land development regulations and City codes
 - Prioritize historic gems and create opportunities to build resilience into historic properties
- **Mobility**
 - Increase housing options for current and future residents
 - Support affordable, compatible workforce housing
- **Organization Innovation**
 - Support all objectives to improve strategic decision making and financial stewardship, making the city more business friendly and user friendly, with an employee culture of problem solving and engagement

Strategic Plan Actions:

- **MAKE** substantial progress on North Beach Town Center/ Byron Carlyle/Ocean Terrace.

Budget Enhancement Actions:

- N/A

Resilient305 Actions:

- **BUILD** an Inclusive Economy
- **STRENGTHEN** Resilience Planning
- **BOUNCE** Forward 305

BUSINESS ENVIRONMENT

The Department serves as the liaison to several Land Use Boards that include Planning, Design Review, Historic Preservation and Board of Adjustment. Additionally, the department staffs the Commission’s Land Use and Development Committee and is also the liaison for the Flood Plain Management Board. Planning conducts Special Area Studies that require participation with civic organizations such as the Miami Beach Community Development Corporation, North Beach Development Corporation, Housing Authority, as well as several homeowners’ associations and neighborhood groups. Planning also addresses and responds to requirements from State agencies and the South Florida Regional Planning Council and represents the City at selected committee meetings with the School Board, Miami-Dade County, and other neighboring municipalities based on various inter-local agreements. Internally, the Planning Department maintains a close working relationship with various departments, including Transportation, Public Works, City Clerk, Information Technology, Building, Code Compliance, Economic Development, Fire, Capital Improvement Projects (CIP), Parks and Recreation, Environment and Sustainability, Office of the City Attorney, and Property Management, and provides technical and professional guidance on projects that may need approval from Land Use Boards (LUB), Commission Committees, or City Commission.

SIGNIFICANT ACCOMPLISHMENTS

- Submitted five projects for approval from the Design Review Board (DRB) since adoption of the North Beach Town Center Urban Core (TC-C) Ordinance (2018-4224). Two projects have received DRB approval and are now in the building permit stage. An additional project was approved by the DRB prior to the adoption of the TC-C regulations; however, the project is making revisions that incorporate some of the district’s new concepts.
- Received award for Best Practice from the Gold Coast Section of the Florida Chapter of the American Planning Association for the North Beach Town Center Urban Core (TC-C) ordinance 2019. The ordinance allowed for the North Beach Town Center Urban Corridor project to promote a significant advancement to the quality of planning practices. This is one of the first examples of zoning for urban redevelopment intended to sustain the impacts of sea level rise without sacrificing the planning concepts that create a sense of place. It also incorporates innovative regulations for a variety of housing types to incentivize the development of attainable housing, create viable commercial uses in light of changing retail trends, and improve infrastructure.

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SIGNIFICANT ACCOMPLISHMENTS CONT'D

- Adopted Development Process Study (Ord: 2019-30863). The City engaged Matrix Consulting Group to review the development process including board approvals, administrative authority, governing regulations, and permitting process. This study generated recommendations for immediate improvements, identified bottlenecks and restrictive regulations as well as duplicative and outdated processes. The study was presented to the City Commission on April 10, 2019. Referrals to the Land Use Board and Planning Board were issued in order to examine the findings, and for those boards and committees to make recommendations to the city commission for adoption and implementation.
- Created the Development Review Committee (established May 2019). The Development Review Committee (DRC) was recommended by the Matrix Development report which evaluated the development process in Miami Beach. The DRC facilitates the path to the building permits where other disciplines weigh in, identify conflicts and suggest alternatives well in advance of the building permit review, therefore expediting the building permitting phase. The committee reviews applications that require approval from the Historic Preservation, Design Review Board, and Planning Board, as applicable. The committee will focus on major private and City projects as well as any proposal that impacts the right of way or affect mobility. Single family homes and projects that may move forward as designed, or with minor modifications, will not typically be subject to review by the DRC unless the project includes unusual elements or site conditions that may pose an impact to the greater urban fabric of the neighborhood.
- Completed study of the Flamingo Park and Collins Park Historical Districts. The department engaged consulting professionals to review and identify foundation types, as well as survey and prepare FEMA certificates for approximately 500 properties in the districts in order to develop future design guidelines that address sea level rise.
- Completed Flamingo Park and Collins Park Historical Districts study. Out of the 500 properties, approximately 330 participated in the voluntary program and received Elevation Certificates at no cost, which facilitates property owners in obtaining flood insurance. The elevation and foundation data collected served to identify building typologies and elevations and served as a base for design guidelines. The results were analyzed and incorporated into the Historic District Resiliency and Adaptation Guidelines and will be presented in the "Buoyant City Report", by Alan T Shulman and Associates, expected to be completed in FY 2020.

SIGNIFICANT ACCOMPLISHMENTS CONT'D

- Completed the Historic District Resiliency & Adaptation Guidelines. The Historic District Resiliency & Adaptation Guidelines was a study of the Flamingo Park and Collins Waterfront local historic districts. The boundaries of the study were determined based on vulnerability to impacts from sea level rise and studies the areas based on a typological approach to existing buildings, landscapes, and streetscapes. The guidelines included effective strategies for immediate, mid and long term mitigation, and will inform the Resiliency Code process which will update the Land Development Regulations.
- Authorized request for qualifications and engaged consultant for resiliency code update of land development regulations. On June 5, 2019 City Commission authorized the issuance of a Request for Qualifications (RFQ2019-209-ND) for Resiliency Code Consultant Services. This would provide staff, developers, and the community with clear and consistent rules and regulations to which new development must conform. The City's current land development regulations are difficult to read and understand. The regulations contain complex and often overlapping criteria for permitted and conditional uses, development regulations and overlay districts. The regulations generally do not sufficiently address how a building is oriented on a site, impacts surrounding sites or affects the pedestrian environment and public realm. Over the last few decades, this has created the need for lengthy and complicated negotiations between City staff and developers in order to achieve sound planning and development practices. The regulations, which were adopted in 1989, have not been reviewed and updated, but they have been amended in a frequent and piecemeal manner over the last 30 years. A modern resiliency code, tailored specifically to Miami Beach, would simplify permitted and conditional use requirements, focusing on resiliency and adaptability.



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CRITICAL SUCCESS FACTORS

- Adopt regulations to support the City’s efforts in becoming more resilient to the impacts of climate change including sea level rise
- Identify sections in the Land Development Regulations that are in conflict or impede process improvement and delivery of services

FUTURE OUTLOOK CONT’D

The revitalization of North Beach is a long-term initiative and will remain a focal point of policy makers for the foreseeable future. To that end, the Commission has approved several incentives to spur development and the revitalization of underserved areas. We expect that these incentives will generate additional plan and permitting activity.

FUTURE OUTLOOK

The adoption of a resiliency code will enable the City to formulate a strategic plan that will continue to promote and protect the historic character of the district neighborhoods, while identifying areas for sustainable growth and addressing our shocks and stresses. Developers will have a clear understanding of the areas that are available for growth and will be able to focus their resources on projects that can succeed. The predictability that comes from this knowledge will encourage residential and commercial investment that will benefit both the City and its residents.

Operationally, sustained increase in requests for reduced turnaround times for permit reviews and a consistent number of submittal of applications for Land Use Board Approval continue to tax the resources of the Department affecting our ability to deliver services.

PERFORMANCE PLAN HIGHLIGHTS

Performance Indicators	2017 Actuals	2018 Actuals	2019 Actuals	2020 Target	2021 Target
Main Vision Area: Neighborhoods					
Number of days to review 90% of plan submittals	21	21	21	21	21
Turnaround time for plan review (days)	4.00	4.00	5.00	5.00	5.00



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DEPARTMENT FINANCIAL SUMMARY - GENERAL FUND

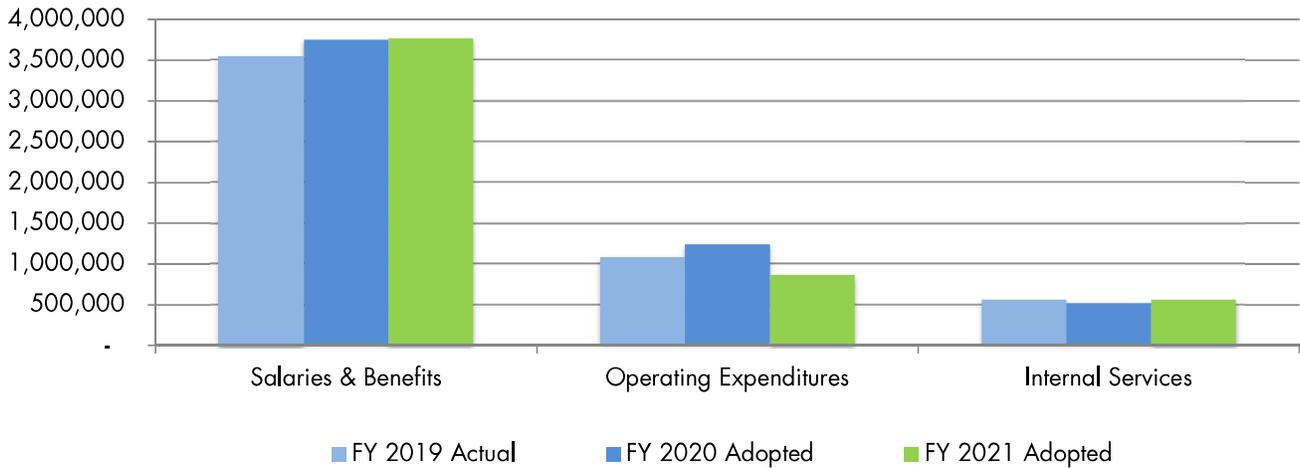
Revenue Area	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Permits-Planning (Review Plans)	2,968,531	3,756,096	2,675,000	2,140,000
Design Review Board	2,121,103	1,780,804	1,029,000	1,224,000
Other Planning Revenue	390,977	593,059	260,000	384,000
Total	\$ 5,480,611	\$ 6,129,959	\$ 3,964,000	\$ 3,748,000

Expenditure Area

Salaries & Benefits	3,422,501	3,541,535	3,752,000	3,766,000
Operating Expenditures	459,424	1,086,333	1,240,000	868,000
Internal Services	557,000	563,000	518,000	558,000
Total	\$ 4,438,925	\$ 5,190,869	\$ 5,510,000	\$ 5,192,000

Total Budgeted Positions **27.00 + 0.00 PT** **27.00 + 0.00 PT** **27.00 + 0.00 PT** **27.00 + 0.00 PT**

Expenditure Summary



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BUDGET HIGHLIGHTS

- A significant component of the increase in personnel expenditures for all departments are increases in employee-related costs including a one percent cost of living adjustment effective April 1, 2021 for all groups, except AFSCME (1.0% COLA effective July 1, 2021), GSA (1.0% COLA effective October 1, 2020), and CWA (2.0% COLA effective October 1, 2020), as well as a maximum of three percent merit increase for employees, except members of the Fraternal Order of Police (FOP) and International Association of Fire Fighters (IAFF) which include a five percent step increase. Merit, step, and cost of living increases apply within existing pay ranges. A five percent increase in the City's premiums for health insurance for all employees is also included, except for members of the Fraternal Order of Police (FOP) and International Association of Fire Fighters (IAFF) which includes an eight percent increase in the City's premium. These increases were, however, largely offset by the COVID-19 balancing plan reductions allocated across all departments that include furloughs for all bargaining units based on a tiered approach, a citywide freeze on all non-essential expenditures and training and travel, and a citywide hiring freeze.
- Personnel services expenditures increased by \$14,000, or 0.4%. This is primarily due to increases in salaries and wages resulting from applicable cost of living adjustments and merit increases budgeted in FY 2021, as well as other projected increases for health and life insurance, pension, etc. totaling \$51,000. These increases were, however, largely offset by decreases in overtime for after-hours plans review services and other miscellaneous personnel costs totaling \$37,000.

BUDGET HIGHLIGHTS CONT'D

- Operating expenditures decreased by \$372,000, or 30%. This is primarily due to the one-time decreases from the COVID-19 balancing plan reductions of \$233,000, a decrease of \$198,000 for one-time expenditure enhancements budgeted in FY 2020, and other decreases in miscellaneous operating expenditures of \$23,000, which is partially offset by a \$72,000 increase in supplies for a technology platform to be reimbursed from Planning's training and technology funds.
- Internal services expenditures increased by \$40,000, or 7.7%. This is primarily due to increases in Central Services, Information Technology, Property Management, Risk Management, and OIG Funding services totaling \$45,000. These increases were, however, partially offset by a decrease in Fleet Management services of \$5,000.

FY 2021 Efficiencies/Reductions

- The FY 2021 budget includes \$233,000 in efficiencies as part of the COVID-19 balancing plan, which is comprised of \$41,000 for furloughs for all bargaining units based on a tiered approach, \$92,000 for non-essential expenditures, \$20,000 for non-essential training and travel, and \$80,000 related to the citywide hiring freeze.

FY 2021 Enhancements

- The FY 2021 budget includes a \$1,000 enhancement for Living Wage to increase the proposed rate by 1% effective January 1, 2021.

