



## ITEM SUMMARY

**MEETING DATE:** January 3, 2022

**FROM:** Kara Irwin-Ferris, AICP, Development & Neighborhood Services Director

**SUBJECT:** **Ordinance 2021-20, ZTA-21-04**

Replace Class I and Class III site plan amendments with Major and Minor amendments

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### BACKGROUND

The purpose of a site plan review is to ensure that development will be carried out in compliance with the City of Greenacres (City) Code of Ordinances and any other federal, state and county regulations. Further, it is recognized that there are certain uses and features which, because of their unique characteristics, cannot be distinctly classified or regulated in a particular district without consideration in each case of the impact of such uses and features upon neighboring uses and the surrounding area, compared with the public need for them at particular locations. Such uses and features are treated as special exceptions. The City Council reviews site plans and special exceptions. However, after approvals are obtained, there are times when the original site plan or special exception approval does not work or can be improved upon. Thus, the City's Code of Ordinance provides rules and regulations regarding amendments to previously approved site plans and special exceptions.

The City adopted a tiered system which created Class I, Class II and Class III site plan and special exception amendment criteria. However, at some point, the Class II criteria was deleted. Since the need of three tiers of review and approval is no longer required, staff is proposing to revert to a two- level review and approval process – Minor and Major site plan and special exception amendments.

The Land Development Staff has reviewed these text amendments on October 21, 2021, and is recommending approval. The Planning Commission reviewed this staff-initiated text amendment on November 17, 2021, and recommended approval by a vote of 6-0. The City Council approved this petition on first reading December 13, 2021 by a vote of 5-0.

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### ANALYSIS

The proposed changes are as follows:

1. Changes the classifications of site plan and special exception amendments from Class I, II and III to major and minor amendments
  2. Provides the definition of a minor and major site plan and special exception amendment
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3. Requires a pre-application meeting before filing of a site plan or special exception amendment application
  4. Places burden on applicant to satisfy all applicable requirements for the proposed amendment request
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#### **FINANCIAL INFORMATION**

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N/A

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#### **LEGAL**

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Ordinance 2021-20 was prepared in accordance with all applicable state statutes and City Code Requirements.

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#### **STAFF RECOMMENDATION**

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*Approval of ZTA-21-04 through the adoption of Ordinance 2021-20.*