



# Memorandum

**Meeting Details:** July 23, 2025 – Board of Commissioners Special Meeting  
**Prepared For:** Honorable Mayor Brooks and the Board of Commissioners  
**Staff Contact:** Community Development Department  
**Subject:** Ordinance 2025-14: Amendments to Chapter 14., Article IV, Elevation and Relocation of Structures; 1<sup>st</sup> Reading and Public Hearing

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## **Background:**

Since Hurricane Helene, there has been an increase in the number of variances and building permits related to elevating existing residential structures. When a property owner applies for a variance, it is a \$1,800 fee for single family, duplexes, and townhomes and a \$2,000 fee for multifamily, tourist dwellings, and commercial. Completing the variance process can add 30 days or more to the permitting process. Furthermore, variances must meet strict approval criteria and may not be a viable option for all project. Property owners have the right to elevate their existing homes or rebuild after a catastrophic loss (Sec. 110-96); however, many applicants continue to face challenges meeting setback requirements – particularly when rebuilding on nonconforming lots or within existing encroachments.

## **Discussion:**

City staff proposes amendments to Chapter 14, Article IV “Moving of Structures” of the Madeira Beach Code of Ordinances to streamline the permitting process for structure elevation. These amendments are focused on helping property owners elevate their existing homes. The changes clarify definitions, establish consistent treatment of access structures such as stairs and ramps, and allow reasonable encroachments into required yards without triggering a variance. The updates are intended to reduce permitting delays and provide more flexibility to homeowners elevating existing structures.

## **Fiscal Impact:**

Clearer regulations in the Code are expected to reduce staff time spent on interpretation and plan review. They may also result in fewer variance applications, improving efficiency and reducing administrative costs.

**Recommendation(s):**

Staff recommends approval of Ordinance 2025-14, amending Chapter 14, Article IV – “Elevation and Relocation of Structures.”

**Attachments/Corresponding Documents:**

- Ordinance 2025-14, amending Chapter 14, Article IV – “Elevation and Relocation of Structures.”
- Ordinance 2025-14, Business Impact Estimate