


DATE: November 13, 2024

TO: George Keller, Jr. CPPT
City Manager

VIA: Andria Wingett
Director of Development Services 

FROM: Anand Balram 
Planning Manager

SUBJECT: Notice of Decisions Relating to the Tuesday, November 12, 2024, **Planning and Development Board Meeting**

The purpose of this notice is to inform the Mayor and City Commission of the opportunity to initiate a City Commission Request for Review (CRR) of a Board decision in accordance with [Section 5.6 of the City's Zoning and Land Development Regulations](#). The process for a CRR is initiated in one of the following ways: if three or more City Commissioners request a review during City Commission comments at a City Commission meeting, which is within 17 days of the Board's action; or if three or more City Commissioners file a request for review in writing with the City Clerk within 17 days of the Board's action. In any event, a *de novo* hearing shall be set.

A *de novo* hearing for a CRR shall be set no later than the next four City Commission meetings from either the City Commission meeting date where three Commissioners requested such review or no later than the next four City Commission meetings from the date that the City Clerk receives the third Commissioners request. Notice and other requirements of the hearing shall be provided in accordance with [Section 5.6 of the City's Zoning and Land Development Regulations](#).

The said request should be filed with the City Clerk's Office, with a copy forwarded to the Division of Planning & Urban Design of the Development Services Department by **November 29, 2024**.

Please note, the Code requires the City Clerk's Office to receive all CRR's within seventeen (17) days of the date a decision is reached by the Board. As such, CRRs filed after **November 29, 2024**, would not be consistent with the Code and will not be considered. The timeframe for setting a hearing provided herein may be extended by written request of the applicant. Appeal from a final decision of the City Commission shall be to circuit court by filing a petition for *writ of certiorari*.

This memorandum is also available on the City website. In this manner, the public is made aware of action taken by the Board, should they wish to encourage the Mayor and City Commission to file a request for review of the Board's decision pursuant to the procedures set forth above.

The following summarizes actions taken by the Board. Item # 1-3 below may be considered Quasi-Judicial and may be subject to the CRR Regulation.

- 1. FILE NO.:** 24-V-62
APPLICANT: David & Rina Ben-David.
LOCATION: 3301 Hollywood Oaks Drive
REQUEST: Variance seeking relief from Article 4, Section 4.1.C of the Zoning and Land Development Regulations to construct an addition to the single-family principal structure into a required side yard, creating an insufficient aggregate of side yards, which for a lot width of 108', a minimum of 27' is required, but only 17' 10" is provided in the RS-8 Single Family District in the Hollywood Oaks neighborhood.

STAFF RECOMMENDATION:

Variance to reduce the aggregated setback: To be determined by the Board.

BOARD DECISION:

Variance to reduce the aggregated setback: Approved.

- 2. FILE NO.:** 24-V-59
APPLICANT: Monroe Street Apartments, LLC.
LOCATION: 308 Monroe Street
REQUEST: To request relief from Article 4, Section 4.6.C.a.(4)(a) to add a second-story addition to an existing single-story hotel/motel creating an insufficient setback on Surf Road of 5 feet 8 inches, whereas 10 feet are required; and to permit an insufficient cross street (Monroe St.) setback of 3 feet 8 inches whereas the legal-nonconforming condition of 4 feet 9 inches is required.

STAFF RECOMMENDATION:

Variance to reduce setback on Surf Road: To be determined by the Board.
Variance to reduce setback on Monroe: To be determined by the Board.

With the following conditions, if approved:

1. The applicant shall work with staff to develop a holistic building design and architectural strategy that incorporates the architectural motifs and rhythms of the existing structure, particularly in maintaining the amount of fenestration that exists currently on the ground floor.
2. The applicant shall revise the vehicular parking area, to the extent possible, to ensure:
 - a. it is not a predominant visual element of the site,
 - b. it permits safe and secure parking, and it does not result in any vehicle encroaching into the public right-of-way or adjacent property when parked in one of the designated parking stalls.
3. The applicant's site redevelopment should include landscaping improvements on the ground floor.

BOARD DECISION:

Variance to reduce setback on Surf Road: Approved with staff conditions.
Variance to reduce setback on Monroe: Approved with staff conditions.

- 3. FILE NO.:** 24-DP-31
APPLICANT: Oakwood Plaza LP & Oakwood Business Center LP/ Brandon Reynolds.
LOCATION: 2800 Oakwood Boulevard.
REQUEST: Design and Site Plan review for a commercial building of approximately 120,000 sq. ft. and associated parking areas in a Planned Development (PD) Zoning District within the Oakwood Activity Center.

STAFF RECOMMENDATION:

That the Planning and Development Board forward a recommendation of approval to the City Commission with the following conditions:

1. The applicant continues to work with City staff prior to the approval of any building permit with regards to improving the architectural treatment of the north and west building facades.
2. Pursuant to Section 4.15(E) The City shall be allowed access on privately owned roads, easements, and common open space to ensure the police and fire protection of the area, to meet emergency needs, to conduct City services and to generally insure the health, safety and welfare of the residents of the Planned Development.
3. Prior to Certificate of Occupancy, the Oakwood Plaza will be maintained up to the minimum standards, included within a declaration of covenants restrictions and easements as administered by the Master Developer.
4. Prior to building permit submittal, Master Developer approval is required.
5. Any permit, building or similar, submitted by a third-party applicant requires approval in writing by the PD Master Developer prior to submittal to the City of Hollywood.

BOARD DECISION:

Item to be continued date and time certain to the December 10th Planning and Development Board meeting.

cc: Honorable Mayor and City Commissioners
City Manager
City Attorney
Assistant City Managers
Assistant City Attorneys
Civic Affairs Administrator
Planning Manager
Economic Development Manager