



## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading	
<b>12/3/2025</b>	<b>25-462</b>	<input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	<b>12/3/2025</b>	<b>12/17/2025</b>
			Public Hearing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			Advertising Required	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):		Funding Source:	Project Number:	
<b>N/A</b>	<b>N/A</b>		<b>N/A</b>	<b>N/A</b>	
Contract Required:	P.O. Required:	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>N/A</b>	<b>Vanessa Leroy</b>	<b>Sustainable Development</b>	
Strategic Plan Focus Areas:					
<input type="checkbox"/> Fiscal Stability	<input type="checkbox"/> Resident Services	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Infrastructure & Mobility	<input checked="" type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 12/3/2025			Estimated End Date: 12/17/2025		

**SHORT TITLE:**

**AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AMENDING CHAPTER 32, ZONING AND LAND DEVELOPMENT CODE TO REVISE PROVISIONS RELATED TO PLATTING; SPECIFICALLY AMENDING ARTICLE II. "PLANNING", DIVISION 2 "PLATTING AND SUBDIVISIONS" OF THE ZONING AND LAND DEVELOPMENT CODE TO PROVIDE FOR ADMINISTRATIVE PLAT APPROVAL; AMENDING ARTICLE IX "NOTICE REQUIREMENTS" SECTION 32-1003 "HEARING NOTICE REQUIREMENTS" TO REVISE NOTICE REQUIREMENTS FOR PUBLIC HEARINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**STAFF SUMMARY:**

**Summary:**

The Department of Sustainable Development is proposing an amendment to Chapter 32, Article II, "Planning," Division 2, "Platting and Subdivisions" of the Zoning and Land

Development Code to establish an administrative plat approval process consistent with the provisions of recently adopted Florida Senate Bill 784 (2025). The proposed amendment streamlines the platting process by authorizing administrative approval for qualifying plats in accordance with state law.

Staff recommend that the City Commission consider and approve the proposed ordinance.

**Background:**

Under the City’s current code, plat applications are subject to a multi-tiered review process. This process begins with a technical review conducted by staff, ensuring that all proposed plats comply with applicable regulations, design standards, and technical requirements.

After the technical review, applications are forwarded to the Planning and Zoning Board for a recommendation, and then to the City Commission for final approval. Once approved by the City, all plats must also be reviewed and approved by Broward County, which coordinates with other relevant agencies.

On October 16, 2025, the Planning and Zoning Board considered the proposed code amendment to Chapter 32, Article II, “Planning,” Division 2, “Platting and Subdivisions” of the Zoning and Land Development Code to establish an administrative plat approval process consistent with the provisions of recently adopted Florida Senate Bill 784 (2025). The proposed amendment streamlines the platting process by authorizing administrative approval for qualifying plats in accordance with state law. The Board recommended approval of the application by a 5-0 vote.

The Planning and Zoning Board Agenda Cover Memo and Meeting Minutes are attached as Exhibits 3 and 4, respectively.

**Current Situation:**

On July 1, 2025, Florida Senate Bill 784 took effect, requiring the governing bodies of municipalities to designate an administrative authority to process plat or replat submittals. In accordance with this statutory requirement, the proposed amendment to the City’s Zoning and Land Development Code, Chapter 32, Article II, “Planning,” Division 2, “Platting and Subdivisions,” seeks to designate the Director, as defined by code, as the administrative authority to receive, review, and process plat and replat applications.

While plat applications will continue to be reviewed for compliance with the requirements specified in Section 32-75 of the Zoning and Land Development Code, Planning and Zoning Board and City Commission action will no longer be required for plat approval. By designating the Director as the administrative authority, the City will be able to expedite the processing of plat applications, reduce review times, and enhance overall efficiency in accordance with state law.

**Analysis**

The attached proposed ordinance (Exhibit 1):

1. Amends Division 2 “Platting and Subdivisions” to provide for administrative plat approval and designate the Director as the final approving authority for plat applications in lieu of the City Commission.
2. Establishes a timeframe of 7 business days for the Director to provide the Applicant with a status regarding notice of completeness of the application.
3. Amends Section 32-72 to allow the Director to approve, approve with conditions, or deny the plat or replat submittal.
4. Amends Section 32-72 to require all plats to receive administrative approval prior to being recorded at Broward County Official Records.
5. Amends Section 32-74 “Review Standards” and Section 32-75 “Plat and Plan Requirement” to remove language regarding conceptual plans and allow preliminary plats and final plats to serve as the two cumulative levels of planning, design, surveying and engineering.
6. Amends Section 32-75 to remove the requirement to provide the finished floor elevation for each proposed building on a preliminary plat.
7. Removes language from Section 32-100 “Construction of Required Improvements” regarding waivers of sidewalk construction during the active construction phase of required improvements.
8. Amends Section 32-1003 to remove plat and plat note amendment hearings notice requirements.

**Why Action is Necessary:**

Pursuant to Article V, Division I, Section 5.01 of the City of Hallandale Beach Charter, a City Ordinance is required to amend an existing Ordinance.

Additionally, this text amendment is mandated by state statute.

**Business Impact Estimate**

As per 166.041(4)(c), this item is exempt from providing a business impact estimate as it is an ordinance enacted to implement Part II of Chapter 163, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements, and development permits.

**Cost Benefit:**

There is no fiscal impact to the City associated with the proposed amendment, as the ordinance does not modify any existing fees related to plat or replat applications.

**PROPOSED ACTION:**

The City Commission considers the attached Ordinance.

**ATTACHMENT(S):**

Exhibit 1 – Ordinance

Exhibit 2 – Senate Bill 784 (2025)

Exhibit 3 – Planning and Zoning Board Agenda Cover Memo Dated October 16, 2025

Exhibit 4 – Planning and Zoning Board Meeting Minutes Dated October 16, 2025

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