



MEMORANDUM

FROM: Brittany Smith, Planner
DEPT: Planning and Zoning
TO: Kelly Michaels, City Clerk
DATE: February 23, 2024
RE: Transmittal of Petition for Council Action –
Single-Family Townhomes 23-53AM

SUBJECT: Transmittal of Petition for Council Action 23-53AM

On February 20, 2023, the Planning Commission, made the following motion for the subject petition:

Petition No. 23-53AM

The following motion was **APPROVED** by a vote of 7-0:

Based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this Petition consistent with the Comprehensive Plan and in compliance with Florida Statutes Chapter 163, Part II, and therefore, recommends to City Council approval of Text Amendment Petition No. 23-53AM.

The staff report has been updated since the Planning Commission meeting to correct an error in how the Comprehensive Plan strategies were listed and to add a description of the Decision Criteria. This information was in the staff presentation to the Planning Commission and is now updated in the City Council version of the Staff Report.

A copy of the Text Amendment- Clean Version has also been included in the attachments.

To continue the processing of the petition, please complete the following:

- Schedule the public hearings before City Council and provide our office with the legal advertisement when you send it to the Gondolier so that we may prepare the notification sign and post on the property 15 days prior, per public notice requirements.
- Legistar file CC 23-53AM has been created with the following attachments. Please reformat as needed for City Council:
 1. Staff Report PC
 2. Staff Report CC
 3. Application
 4. Narrative
 5. Text Amendment- Strikethrough Underline
 6. Text Amendment- Clean Version

The Planning and Zoning Department may receive additional written correspondence on this petition, which will be forwarded to your office.

Yes N/A

- City Attorney Reviewed/Approval
- Risk Management Review
- Finance Department Review/Approval
- Funds Availability (account number): [Click or tap here to enter text.](#)

Attachments: N/A

Cc: Petition No. 23-53AM