



## MEMORANDUM

**FROM:** Brittany Smith, Planner  
**DEPT:** Planning and Zoning  
**TO:** Kelly Michaels, City Clerk  
**DATE:** December 7, 2022  
**RE:** Transmittal of Petition for Council Action – Laurel Road Assemblage Petitions No. 22-43AN and 22-44AN; Comprehensive Plan Petition No. 22-45CP & Zoning Map Amendment Petition 22-46RZ  
**SUBJECT:** Transmittal of Petition for Council Action 22-43AN, 22-44AN, 22-45CP and 22-46RZ

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On December 6, 2022, the Planning Commission, made the following motion for the subject petition:

### **Petition No. 22-43AN & 22-44AN**

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

A motion was made to RECOMMEND TO CITY COUNCIL APPROVAL OF ANNEXATION PETITION NO. 22-43AN & 22-44AN.

### **Petition No. 22-45CP**

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 COMPREHENSIVE PLAN AMENDMENT PETITION NO. 22-45CP.

### **Petition No. 22-46RZ**

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, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, RECOMMENDS TO CITY COUNCIL APPROVAL OF ZONING MAP AMENDMENT PETITION NO. 22-46RZ.

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 in order for us to prepare the notification sign and post on the property 15 days prior, per public notice requirements. This amendment requires the State's small-scale review process which includes two readings of the ordinance before City Council. The adopted amendment will then be transmitted to the DEO for their records.
- Legistar files CC 22-43AN and CC 22-44AN have been created with the following attachments. Please reformat as needed for City Council:

#### **Application-East**

1. Project Narrative 8.2 Analysis
2. Location Map
3. Survey-0380-16-001 and 0380-16-0003
4. 22-43AN East Staff Report
5. Approved PAA for Laurel Road East

6. Financial Feasibility
7. 22-43AN and 22-44AN Presentation

**Application-West**

1. Project Narrative 8.2 Analysis
  2. Location Map
  3. Survey-0380-11-0002
  4. Survey-0380-14-0002
  5. 22-44AN West Staff Report
  6. Approved PAA for Laurel Road West
  7. Financial Feasibility
  8. 22-43AN and 22-44AN Presentations
- Legistar file CC 22-45CP has been created with the following attachments. Please reformat as needed for City Council:
    1. Staff Presentation
    2. Staff Report
    3. Application
    4. Location Map
    5. Narrative
    6. Base Analysis
    7. Comprehensive Plan Compliance Report
    8. Strikethrough Underline Revisions
    9. Survey 0380-11-0002
    10. Survey 0380-14-0002
    11. Survey 0380-16-0001 and 0380-16-0003
    12. School Impact Analysis Letter of Receipt
  - Legistar file CC 22-46RZ has been created with the following attachments. Please reformat as needed for City Council:
    1. Staff Presentation
    2. Staff Report
    3. Application
    4. Location Map
    5. Narrative and Policy 8.2 Analysis
    6. Planning Commission Report (Rezone Criteria)
    7. Survey 0380-09-001
    8. Survey 0380-14-0002
    9. Survey 0380-16-0001 and 0380-16-0003
  - The mailing list for the nearby properties is attached, but please note, if a significant amount of time passes before the notices are prepared, the list will need to be updated to ensure sales/transfers are accounted for.
  - Send us a copy of the ordinance for our review.

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

- | Yes                      | N/A                                 |                                     |
|--------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | City Attorney Reviewed/Approval     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Risk Management Review              |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Finance Department Review/Approval  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Funds Availability (account number) |

Attachments: Mailing Notification List & Registered Neighborhoods List  
Proposed Zoning Map  
Proposed Future Land Use Map  
Ad/ Location Maps  
Legal Descriptions

cc: Petition Nos. 22-43AN, 22-44AN, 22-45CP and 22-46RZ