

# Village of Tequesta

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## Memorandum

To: Mayor Brennan; Vice Mayor Paterno; Council Members Arena, Brandon and Johnson  
Cc: Acting Manager Weinand, Clerk McWilliams  
Fr: Community Development Director Zacarias

Date: February 28, 2019

Re: Ord 07-19: Development Application Processing

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The following describes in detail the above-referenced agenda item:

The proposed revisions streamline the development application process, as follows:

- Sec. 22-53:
  - The Planning and Zoning Board (P&Z) currently has final approval authority for site plan modifications that do not exceed \$10,000 – this revision increases that amount to \$50,000.
  - P&Z does not currently have final approval authority for review of landscape plan modifications – this revision grants P&Z that authority.
- Sec. 78-331:
  - Currently, all special exception (SE) applications are required to undergo full site plan review after Council approval - this revision makes it so only SE applications that also include exterior modifications are required to undergo full site plan review.
- Sec. 78-335:
  - Creates a new section to establish the reviewing authority for each development application type.
  - Village Code does not currently allow staff to administratively approve any applications - this revision creates an administrative approval process for specific applications (wall signs, freestanding signs, minor amendments to approved site plans and special exceptions).
- Sec. 78-362:

Provides consistency edits based on the above-referenced revisions.