



**VILLAGE OF BISCAYNE PARK**  
**Village Commission Agenda Report**

**#Item 12.a**

**REGULAR MEETING**

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**TO:** Honorable Mayor & Members of the  
Biscayne Park Village Commission

**FROM:** Sharon P. Ragoonan, Village Manager

**DATE:** January 10, 2017

**TITLE:** Code Review Board – Proposed Code Changes

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**Background**

At the February 2016 meeting, there was discussion regarding landscaping requirements for new homes and existing homes with substantial renovation. Following that discussion, there was consensus to have the Code Review board look at and propose language in our code relating to the landscaping requirements. The Code Review Board met and has provided their proposed language.

The Board's proposed language was presented at the June 2016 meeting and August 2016 meeting, and subsequently the Commission looked towards adopting the language in the Miami-Dade County Code instead. After review of the County's code, it was found to be very limited, and at the October 2016 meeting, there was consensus for the Commission to go back to the Code Review Board's proposed language.

The item was placed on the November 2016 meeting agenda, but then deferred to the January 2017 meeting.

**Resource Impact**

Cost of advertising for the second reading of an Ordinance.

**Attachment**

- Minutes of the Code Review Board Meeting – April 13, 2016
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Prepared by: Maria C. Camara, Village Clerk



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
Biscayne Park, FL 33161  
(305) 899-8000

Code Review Board  
MEMBERS

Gage Hartung  
Chairman

Dale Blanton  
Judi Hamelberg  
Gary Kuhl  
Andrew Olis

## MINUTES

### CODE REVIEW BOARD MEETING

#### Village Hall

640 NE 114<sup>th</sup> Street – Biscayne Park, FL

**Wednesday, April 13, 2016- 7:00 pm.**

Call to Order 7:04 pm

Present: Gary Kuhl, Gage Hartung, Judi Hamelberg, Dale Blanton,  
Andrew Olis  
Village Manager Maria Camera

Approved Minutes the following minutes:  
March 2, 2016 meeting – 5-0 approved

#### New Business

- a. Discuss and propose language for the Village Code to address the following: If there is a new home build, or substantial renovation to an existing home, a landscaping plan must be also be included with the building permit application.

Discussion by the board:

Situations this will apply to:

- New Construction
- Major Renovations above 50% of overall square footage of the main structure
- New Driveways

Board reviewed similar codes from other municipalities: Miami Shores Village, Fort Lauderdale, Surfside, Bay Harbor Islands, Pincrest, Delray Beach and Miami Dade County. Determined that the Delray Beach and Miami-Dade County had language that were compatible with what we were looking to write. We compiled the following language:

#### Minimum Landscape Requirements:

**(1) All New Construction and Substantial Renovation of Existing Residence above 50% overall square footage of the main structure:** For single family residences for which a building permit has not been applied for prior to \_\_\_\_\_, 2016, the following minimum standards for landscaping shall apply:

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(a) One shade tree shall be planted for every two thousand five hundred (2,500) square feet of lot area. Shade trees for single family residences shall be a minimum of twelve (12) feet in height with a five (5) foot spread at the time of installation. Existing trees preserved on the site with the same specifications as above, may be credited toward this tree requirement.

(b) Palms of a ten-foot minimum overall height or minimum caliper of three (3) inches at time of planting shall count as a required tree on the basis of two (2) palms-per tree, except as provided herein for palms used as of street trees. No more than thirty three (33) percent of the minimum tree requirements may be met by palms.

(c) Air-conditioning units visible from the adjacent street shall be screened with shrubbery or wood fencing that is tall enough to fully screen the units from view.

(d) All other lot areas not covered by driveways or structures shall be planted with lawn grass, ground cover or other approved landscape materials.

(e) All landscaped areas shall be provided with an irrigation system, automatically operated, to provide complete coverage of all plant materials and grass to be maintained.

(f) Prohibited and controlled tree species shall not be counted toward fulfilling minimum tree requirements. Prohibited trees shall be removed from the site in cases of new construction.

(g) Of the required trees at least:

(1) Thirty (30) percent shall be native species (reference: South Florida Plant Guide); and

(2) Fifty (50) percent shall be low maintenance and drought tolerant; and

(3) No more than thirty (30) percent shall be palms.

(h) Eighty (80) percent of the trees shall be listed in the Miami-Dade Landscape Manual, the University of Florida's Low-Maintenance Landscape Plants for South Florida list.

(i) All shrubs or ornamental grass shall be a minimum of eighteen (18) inches in height when measured immediately after planting. Shrubs or ornamental grass shall be provided at ratio of ten (10) per required tree. Of the provided shrubs at least:

(1) Thirty (30) percent shall be native species; and

(2) Fifty (50) percent shall be low maintenance and drought tolerant; and

(3) Eighty (80) percent shall be listed in the Miami-Dade Landscape Manual, the University of Florida's Low-Maintenance Landscape Plants for South Florida list.

(j) *Ground covers.* Ground cover plants used in lieu of grass, in whole or in part, shall be planted in such a manner as to present a finished appearance and reasonably complete coverage within one (1) year after planting.

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(k) Cypress mulch shall not be used because its harvest degrades cypress wetlands.

(l) At least forty (40) percent of the required landscape and a minimum of 2 tree types shall be located in the front yard area.

**(1) Existing Residences:**

4. (a) All other lot areas not covered by driveways or structures shall be planted with lawn grass, ground cover or other approved landscape materials.

Motion: Motion to approve - Gary / Second - Andrew – 5-0 Approved

Adjourned 8:00

Minutes Approved 04-13-2016