



**City of Pembroke Pines**  
**Planning & Economic Development Department**  
**601 City Center Way 3<sup>rd</sup> Floor**  
**Pembroke Pines FL, 33025**

## Summary

<b>Agenda Date:</b>	June 8, 2023	<b>Application ID:</b>	N/A
<b>Project:</b>	Planning and Zoning Board Meeting Schedule		
<b>Project Planner:</b>	Joseph Yaciuk, Assistant Director		
<b>Staff Request:</b>	Discussion and possible action on the 2023-2024 meeting schedule.		
<b>Staff Recommendation:</b>	<b>Approval to set meeting schedule.</b>		
<b>Final:</b>	<input checked="" type="checkbox"/> Planning & Zoning Board	<input type="checkbox"/> City Commission	
<b>Reviewed for the Agenda:</b>	Director: <u></u>	Assistant Director:	<u></u>

City staff have been closely monitoring the frequency and processing times of development applications to be reviewed by the Planning and Zoning Board with the goal of ensuring that both Board and staff time is spent efficiently. Based on current application trends, staff recommend that the Planning and Zoning Board combine their two typically scheduled meetings into one meeting a month.

Attached are the recommended meeting days for the next year:

- August 17, 2023 (Third Thursday of Month)
- September 14, 2023 (Second Thursday of Month)
- October 12, 2023 (Second Thursday of Month)
- November 9, 2023 (Second Thursday of Month)
- December 14, 2023 (Second Thursday of Month)
- January 11, 2024 (Second Thursday of Month)
- February 8, 2024 (Second Thursday of Month)
- March 14, 2024 (Second Thursday of Month)
- April 11, 2024 (Second Thursday of Month)
- May 9, 2024 (Second Thursday of Month)
- June 13, 2024 (Second Thursday of Month)

Should an increase in applications merit an additional hearing date during any of the months listed, staff will provide the Board with a request to meet in advance. In such a case, staff will prioritize the fourth Thursday of the month to hold that meeting.