



Community Development Department – Planning & Zoning Division
17050 NE 19th Avenue, 1st Floor
North Miami Beach, FL 33162
(305) 948-2966

CITY COMMISSION MEETING

Legislative Ordinance

Meeting Date:
XX/XX/2025

File No:
25-XXX

Application Name:
**Condominium, Cooperative, and
Homeowner Association Transparency
and Accountability Ordinance**

Request: To ensure local alignment and reinforce these state mandates, the City proposes the creation of the **“Condominium, Cooperative, and Homeowner Association Transparency and Accountability Ordinance.”**

Background:

The City of North Miami Beach is home to a significant number of condominium, cooperative, and homeowner associations. These associations are responsible for managing multi-unit residential properties, shared infrastructure, and community assets, directly impacting the quality of life for thousands of residents.

In response to increasing concerns regarding structural safety, financial mismanagement, lack of transparency, and insufficient communication between associations and local government, the Florida Legislature enacted **House Bill 913** in 2025. HB 913 mandates structural inspections, reserve studies, and state-level reporting requirements to enhance the accountability and safety of community associations.

To ensure local alignment and reinforce these state mandates, the City proposes the creation of the **“Condominium, Cooperative, and Homeowner Association Transparency and Accountability Ordinance.”**

Staff Analysis:

II. PURPOSE AND INTENT

The primary goals of the proposed ordinance are to:

- Improve transparency and accountability within residential community associations;
- Establish a local registration and documentation process;
- Track structural and financial compliance;
- Support residents with access to key information;
- Coordinate with state-mandated reporting requirements under HB 913;
- Enhance safety oversight and long-term community resilience.
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III. SUMMARY OF COMPLIANCE WITH CODE OF ORDINANCES

The ordinance includes the following key components:

1. **Annual Registration Requirement:**
All associations must submit an annual registration form to the City Clerk containing critical administrative and structural information.
2. **Required Documentation:**
Associations must provide organizational documents, inspection reports, litigation status, insurance details, and other materials to maintain transparency.
3. **State Compliance Alignment:**
Associations subject to milestone inspections or Structural Integrity Reserve Studies (SIRS) must submit compliance reports to the City and authorize the City to forward data to the Department of Business and Professional Regulation (DBPR).
4. **Fees:**
A \$150 annual registration fee is required to support administrative processing and oversight.
5. **Enforcement:**
A progressive enforcement framework includes warnings, fines (\$500–\$1,000), public notice of noncompliance, and potential referral to the City’s Code Compliance Division.
6. **Public Access and Transparency:**
Registered information will be used to develop a searchable database and improve communication with residents.

IV. ALIGNMENT WITH CITY POLICY GOALS

Comprehensive Plan Consistency:

The City’s Comprehensive Plan and the Florida Statutes establish that a development order and development approved by the City is consistent with the adopted comprehensive plan if the land uses, densities or intensities, capacity or size, timing, and other aspects of development permitted by such order or approval are compatible with and further the objectives, policies, land uses, and densities or intensities established in the comprehensive plan and land development regulations. The proposed text amendment ordinance is consistent with and furthers the following policies of the North Miami Beach Comprehensive Plan:

Policy 1.3.1

Enforce the City Property Standards Ordinance to achieve correction of substandard housing.

Policy 1.3.3

Work with the residents of each neighborhood to achieve stabilization and revitalization of the City’s residential areas through the implementation of programs and capital improvements specifically aimed at improving the quality of those areas.

Policy 1.3.4

Continue to implement inspection and code enforcement programs to ensure housing quality and safety.



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In Summary: This ordinance supports the City's Comprehensive Plan and Strategic Priorities by:

- Promoting **safe and resilient housing**;
- Enhancing **government transparency and responsiveness**;
- Improving the **quality of life in multifamily and HOA communities**;
- Strengthening **intergovernmental coordination** with state regulatory agencies.

V. FINANCIAL IMPORDINANCE

The annual registration fee will offset administrative costs associated with tracking, processing, and compliance enforcement. No additional budget appropriation is required at this time.

VI. RECOMMENDATION

Staff recommends **approval of Ordinance No. 2025-XXX** to implement the Condominium, Cooperative, and Homeowner Association Transparency and Accountability Ordinance.

This ordinance will establish a foundation for improved transparency, structural oversight, and public trust in North Miami Beach's residential associations

Project Planner:	Review Dates:	Submittal Attachments
Name	<u>Planning & Zoning Board:</u>	1. Staff Report
Title	XX XX, 2025	2. Ordinance
Department	<u>City Commission Meeting:</u>	3. Business
	XX XX, 2025 (1 st Reading)	ImpOrdinance
	XX XX, 2025 (2 nd Reading)	Statement Form
		4. Presentation