



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave. North Miami Beach, FL 33162 Tel: 305.948.2966 nmbcomdev@citynmb.com

GENERAL INFORMATION

Date: May 1, 2025

Project Name: Ruth Keli Ogen trustee Ruth Keli Ogen Revocable Trust

Property Address: 17451 NE 23 Avenue, North Miami Beach, FL 33160 2341 NE 174 St, 2315 NE 174 TER, and 2320 NE 175 ST

Proposed Use: Residential

Type of Development (Residential, Commercial, or Redevelopment): Residential

APPLICATION REQUEST

The undersigned Applicant(s)/Agent(s)/Property Owner(s) request City of North Miami Beach consideration and review of the following application(s). Please check all that apply.



- ☒ Abandonment and Vacations of Right of Way, Alleys, or Easements
- ☐ Annexation
- ☐ Comprehensive Plan Map Amendment - Small Scale
- ☐ Comprehensive Plan Map Amendment - Large Scale
- ☐ Comprehensive Plan Text Amendment
- ☐ Conditional Use
- ☐ Special Limited Conditional Use
- ☐ Development Agreement
- ☐ Development of Regional Impact
- ☐ Development of Regional Impact - Notice of Proposed Change
- ☐ Planned Unit Development
- ☐ Plat/Replat
- ☐ Site Plan
- ☐ Variance
- ☐ Zoning Code Map Amendment
- ☐ Zoning Code Text Amendment
- ☐ Other: _____

PROJECT INFORMATION

Property Address: 17451 NE 23 Avenue, North Miami Beach FL 33160 2341 NE 174 St, 2315 NE 174 TER, and 2320 NE 175 ST

Property Folio Number: 07-2209-005-0130

Property Owner Name: Ruth Keli Ogen trustee Ruth Keli Ogen Revocable Trust

Property Owner Mailing Address: 17451 NE 23 Avenue, North Miami Beach FL 33160



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave., North Miami Beach, FL 33162 Tel: 305. 948.2966 nmbcomdev@citynmb.com

Telephone: Business _____ Fax _____

Other cell- 786-229-1250 Email keliwool @ yahoo.com

Applicant/Agent(s): _____

Applicant(s)/Agent(s) Mailing Address: _____

Telephone: Business _____ Fax _____

Other _____ Email _____ @ _____

PROPOSED SITE DATA & LAND USE INFORMATION

Please complete and/or respond to all requested information. If "Not Applicable," please note N/A.

Current Comprehensive Plan Land Use designation(s): _____

Current Zoning District designation(s): _____

Proposed Comprehensive Plan Land Use designation(s) (if applicable): _____

Proposed Zoning District designations(s) (if applicable): _____

SUPPORTING INFORMATION

- ☒ Aerial.
- ☐ Affidavit providing for property owner's authorization to process application.
- ☐ Annexation supporting materials.
- ☒ Application fees.
- ☐ Application representation and contact information.
- ☐ Appraisal.
- ☐ Architectural/building elevations (color).
- ☐ Architectural/building elevations architectural elements (color).
- ☐ Building floor plans and roof plan.
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- ☐ Concurrency Service Demand Analysis (prepared by applicant, separate document).
- ☐ Concurrency: Letter of Water & Sewer Availability from City or County.
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- ☐ Drainage Plan.
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- ☐ Lighting plan.



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- ☐ Liquor survey (for only review of location of lounge, bar, or package liquor store).
- ☐ Proof of City Lobbyist Registration.
- ☐ Massing model and/or 3D computer model.
- ☐ Ordinances, resolutions, covenants, development agreements, etc. previously granted for the property.
- ☐ Parking study.
- ☐ Photographs (color) of property, adjacent uses and/or streetscape.
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- ☐ Property owners list, including a typewritten list and 2 sets of self-adhesive labels of all properties within 500 feet.
- ☒ Property survey and legal description.
- ☐ Public Realm Improvements Plan for mixed use projects.
- ☐ Public school preliminary concurrency analysis (residential land use/zoning applications only).
- ☐ Sign master plan (colored).
- ☐ Site plan and supporting information.
- ☐ Statement of use and/or cover letter.
- ☐ Streetscape master plan.
- ☐ Text amendment justification.
- ☐ Traffic accumulation assessment.
- ☐ Traffic impact statement.
- ☐ Traffic impact study.
- ☐ Traffic stacking analysis.
- ☐ Utilities consent.
- ☐ Utilities location plan.
- ☐ Vegetation survey.
- ☒ Warranty Deed.
- ☐ Zoning Code text amendment justification.
- ☒ Zoning Map (with subject property outlined)
- ☐ Other: _____

APPLICANT /AUTHORIZED AGENT / PROPERTY OWNER AFFIRMATION AND CONSENT

(I) (We) affirm and certify to all of the following:

1. Submission of the following:
 - a. Warranty deed/tax record as proof of ownership for all properties considered as a part of the application request; or
 - b. Authorized as the applicant(s)/agent(s) identified herein to file this application and act on behalf of all current property owner(s) and modify any valid City of North Miami Beach entitlements in effect during the entire review process.
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City of North Miami Beach, Florida

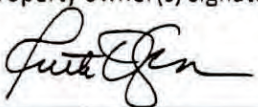
Planning and Zoning Application

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(See next page(s) for signature information)

(Please complete all below sections and indicate "Not Applicable (N/A)" as appropriate).

Property owner(s) signature(s): 	Property owner(s) print name: Ruth Keli Ogen TR Ruth Keli Ogen Rev Trust
--	---



City of North Miami Beach, Florida

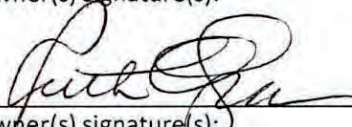
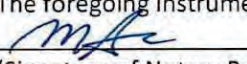
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nmbcomdev@citynmb.com

Property owner(s) signature(s): 	Property owner(s) print name: <u>Ruth Oger</u>	
Property owner(s) signature(s):	Property owner(s) print name:	
Address(es): 17451 NE 23 Avenue, North Miami Beach FL 33160		
Telephone: 786-229-1250	Fax:	Email: keliwool@yahoo.com
NOTARIZATION STATE OF FLORIDA/COUNTY OF Miami-Dade The foregoing instrument was acknowledged before me this <u>1ST</u> day of <u>MAY</u> 20<u>25</u> by  (Signature of Notary Public - State of Florida) (Print, Type or Stamp Commissioned Name of Notary Public) ☐ Personally Known OR ☒ Produced Identification; Type of Identification Produced <u>FLORIDA DRIVER LICENSE</u> 		

Contract Purchaser(s) Signature: N/A	Contract Purchaser(s) Print Name:	
Contract Purchaser(s) Signature:	Contract Purchaser(s) Print Name:	
Address(es):		
Telephone:	Fax:	Email:



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Tel: 305.948.2966

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NOTARIZATION

STATE OF FLORIDA/COUNTY OF

The foregoing instrument was acknowledged before me this _____ day of _____ 20__ by

(Signature of Notary Public - State of Florida)

(Print, Type or Stamp Commissioned Name of Notary Public)

☐ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____

Applicant(s)/Agent(s) Signature(s):

Applicant(s)/Agent(s) Print Name:

N/A

Address(es):

Telephone:

Fax:

Email:

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Date: May 1, 2025

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Property Folio Number: 07-2209-005-0130

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Telephone: Business _____ Fax _____
Other cell- 786-229-1250 Email keliwool @ yahoo.com

Applicant/Agent(s): Ruth Ogen - Agent

Applicant(s)/Agent(s) Mailing Address: 17451 NE 23 Avenue, No. Miami Beach, FL 33160

Telephone: Business _____ Fax _____
Other Mobile- 786-229-1250 Email keliwool @ yahoo.com

PROPOSED SITE DATA & LAND USE INFORMATION

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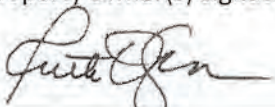
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9. The application before the Board or City Council shall be represented by the legal owner, the prospective owner having a bona fide purchase contract or a duly qualified attorney retained by said owner or prospective owner.
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(Please complete all below sections and indicate "Not Applicable (N/A)" as appropriate).

Property owner(s) signature(s): 	Property owner(s) print name: Ruth Keli Ogen TR Ruth Keli Ogen Rev Trust
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Planning and Zoning Application

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Address(es): 17451 NE 23 Avenue, North Miami Beach FL 33160		
Telephone: 786-229-1250	Fax:	Email: keliwool@yahoo.com
NOTARIZATION STATE OF FLORIDA/COUNTY OF Miami-Dade The foregoing instrument was acknowledged before me this <u>11</u> day of <u>February</u> 20<u>26</u> by <u>Qualita Wolitzer</u> (Signature of Notary Public - State of Florida)  JUDITH WOLLITZER MY COMMISSION # HH 427954 EXPIRES: November 30, 2027 (Print, Type or Stamp Commissioned Name of Notary Public) ☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____		

Contract Purchaser(s) Signature:	Contract Purchaser(s) Print Name:	
N/A		
Contract Purchaser(s) Signature:	Contract Purchaser(s) Print Name:	
Address(es):		
Telephone:	Fax:	Email:



NOTARIZATION

STATE OF FLORIDA/COUNTY OF

The foregoing instrument was acknowledged before me this _____ day of _____ 20__ by

(Signature of Notary Public - State of Florida)

(Print, Type or Stamp Commissioned Name of Notary Public)

☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____

Applicant(s)/Agent(s) Signature(s):

XNA

Applicant(s)/Agent(s) Print Name:

Ruth Ogen

Address(es):

17451 NE 23 Avenue, North Miami Beach FL 33160

Telephone: 786-229-1250

Fax:

Email: keliwool@yahoo.com

NOTARIZATION

STATE OF FLORIDA/COUNTY OF

The foregoing instrument was acknowledged before me this 11th day of February 2026 by

(Signature of Notary Public - State of Florida)



(Print, Type or Stamp Commissioned Name of Notary Public)

☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave. North Miami Beach, FL 33162 Tel: 305. 948.2966 nmbcomdev@citynmb.com

Developmental Review Process, Submission Requirements & Public Hearing Process Guide

PUBLIC HEARING PROCESS		SUBMITTAL REQUIREMENTS	
Pre-application Conference		Please call the Planning & Zoning Department to schedule a Pre-application meeting at (305) 948-2966	
Submittal for TRAD Meeting <i>(Refer to TRAD Submission and Meeting Date Calendar on the Planning & Zoning Web-page)</i>		Must include the following items: • Proof of City Lobbyist Registration from the City Clerk. • Application Payment Fee: Check must be payable to the City • One (1) set of the completed Planning & Zoning Application; signed and notarized. • One (1) set of the Letter of Intent for the development project. • One (1) set of 11x17 Architectural Development Plans with Existing Plat and Boundary Survey. • One (1) set of the Concurrency Service Demand Analysis Form & Letter of Water & Sewer Availability from the City or Miami-Dade County. • One (1) USB Flash Drive of the full-set of plans, application, traffic studies, etc. • Miami-Dade County Fire Department Preliminary Site Plan Review Comments (if applicable). • Response Narrative from the Pre-Application Meeting and additional documents, plans, and studies.	
TRAD Meeting Date		See TRAD meeting schedule and submission deadlines on the Planning & Zoning Division webpage.	
Continuing Application Meeting		Meeting is encouraged in order to verify with applicant that all comments and issues are addressed <u>before</u> continuing to the TRAD final sign off review.	
Final TRAD Sign-Off Review		• Provide updated electronic files with written responses for the TRAD committee to review and provide a final sign off. (The applicant should not submit hard copies until the project planner provides the final sign-off review approval to move forward OR request additional comments that may require further plan revisions). • TRAD Comments Response Narrative Letter (Must respond to each of the TRAD Reviewer's Comments). • Revised and Final Updated Plans (all sheets including site plan, building elevations, civil plans, survey, plat, renderings, etc.) • All other revised documents, plans, traffic studies, letter of intent, etc. based off of the TRAD Review Comments.	
Submittal for Planning & Zoning Board <i>(Refer to P&Z Board Submission deadlines and Meeting Schedule on the P&Z Webpage)</i>		• Remaining Payment Fees. Check for any remaining fees identified on the project invoice such as Cost Recovery, Advertisements Fees, and any other additional fees. • Fifteen (15) sets of the completed development application. • Fifteen (15) sets of 11x17 Development Plans with Boundary Survey and Existing Plat of the property binded together.	



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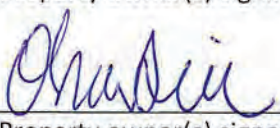
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(Please complete all below sections and indicate "Not Applicable (N/A)" as appropriate).

Property owner(s) signature(s):	Property owner(s) print name: Shlomi Rosolio
---------------------------------	---



Property owner(s) signature(s): 	Property owner(s) print name: Ohav Saias	
Property owner(s) signature(s):	Property owner(s) print name:	
Address(es): 2315 NE 174 Terrace, North Miami Beach, FL 33160		
Telephone: 786-644-2926	Fax:	Email: ohavsaias@gmail.com
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Contract Purchaser(s) Signature: N/A	Contract Purchaser(s) Print Name:	
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NOTARIZATION

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The foregoing instrument was acknowledged before me this _____ day of _____ 20__ by

(Signature of Notary Public - State of Florida)

(Print, Type or Stamp Commissioned Name of Notary Public)

☐ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____

Applicant(s)/Agent(s) Signature(s):

[Handwritten Signature]

Applicant(s)/Agent(s) Print Name:

Agent- Ruth Ogen

Address(es):

17451 NE 23 Avenue, North Miami Beach FL 33160

Telephone: 786-229-1250

Fax:

Email: keliwool@yahoo.com

NOTARIZATION

STATE OF FLORIDA/COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 11th day of February 2026 by

(Signature of Notary Public - State of Florida)

(Print, Type or Stamp Commissioned Name of Notary Public)

☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____





GENERAL INFORMATION

Date: 06/15/2025

Project Name: Matthew J. Anderson

Property Address: 2341 NE 174 Street, North Miami Beach, FL 33160

Proposed Use: Residential

Type of Development (Residential, Commercial, or Redevelopment): Residential

APPLICATION REQUEST

The undersigned Applicant(s)/Agent(s)/Property Owner(s) request City of North Miami Beach consideration and review of the following application(s). Please check all that apply.

- ☒ Abandonment and Vacations of Right of Way, Alleys, or Easements
- ☐ Administrative Site Plan Review or Modification
- ☐ Annexation
- ☐ Comprehensive Plan Map Amendment - Small Scale
- ☐ Comprehensive Plan Map Amendment - Large Scale
- ☐ Comprehensive Plan Text Amendment
- ☐ Conditional Use
- ☐ Development Agreement
- ☐ Development of Regional Impact
- ☐ Development of Regional Impact - Notice of Proposed Change
- ☐ Planned Unit Development
- ☐ Plat/Replat
- ☐ Site Plan
- ☐ Special Limited Conditional Use
- ☐ Variance
- ☐ Zoning Code Map Amendment
- ☐ Zoning Code Text Amendment

Other:

PROJECT INFORMATION

Property Address: 2341 NE 174 Street, North Miami Beach, FL 33160

Property Folio Number: 07-2209-005-0160

Property Owner Name: Matthew J. Anderson

Property Owner Mailing Address: 2341 NE 174 Street, North Miami Beach, FL 33160



Telephone: Business _____ Fax _____
Other _____ Email _____ @ _____

Applicant/Agent(s): Ruth Ogen

Applicant(s)/Agent(s) Mailing Address: 17451 NE 23 Avenue, North Miami Beach FL 33160

Telephone: Business _____ Fax _____
Other 786-229-1250 Email keliwool @ yahoo.com

PROPOSED SITE DATA & LAND USE INFORMATION

Please complete and/or respond to all requested information. If "Not Applicable," please note N/A.

Current Comprehensive Plan Land Use designation(s): _____

Current Zoning District designation(s): _____

Proposed Comprehensive Plan Land Use designation(s) (if applicable): _____

Proposed Zoning District designations(s) (if applicable): _____

SUPPORTING INFORMATION

- ☐ Aerial.
- ☐ Affidavit providing for property owner's authorization to process application.
- ☐ Annexation supporting materials.
- ☐ Application fees.
- ☐ Application representation and contact information.
- ☐ Appraisal.
- ☐ Architectural/building elevations (color).
- ☐ Architectural/building elevations architectural elements (color).
- ☐ Building floor plans and roof plan.
- ☐ Comprehensive Plan analysis.
- ☐ Comprehensive Plan text amendment justification.
- ☐ Concurrency Service Demand Analysis (prepared by applicant, separate document)
- ☐ Concurrency: Letter of Water & Sewer Availability from City or County
- ☐ Department of Transportation Driveway Connection Permit
- ☐ Drainage Plan.
- ☐ Elevations.
- ☐ Encroachments plan.
- ☐ Environmental assessment.
- ☐ Landscape plan.
- ☐ Land use map (subject property outlined).
- ☐ Lighting plan.



- ☐ Liquor survey (for only review of location of lounge, bar, or package liquor store).
- ☐ Proof of City Lobbyist Registration.
- ☐ Massing model and/or 3D computer model.
- ☐ Ordinances, resolutions, covenants, development agreements, etc. previously granted for the property.
- ☐ Parking study.
- ☐ Photographs (color) of property, adjacent uses and/or streetscape
- ☐ Plat.
- ☐ Property owners list, including a typewritten list and 2 sets of self-adhesive labels of all properties within 500 feet.
- ☐ Property survey and legal description.
- ☐ Public Realm Improvements Plan for mixed use projects.
- ☐ Public school preliminary concurrency analysis (residential land use/zoning applications only).
- ☐ Sign master plan (colored).
- ☐ Site plan and supporting information.
- ☐ Statement of use and/or cover letter.
- ☐ Streetscape master plan.
- ☐ Text amendment justification
- ☐ Traffic accumulation assessment
- ☐ Traffic impact statement.
- ☐ Traffic impact study.
- ☐ Traffic stacking analysis.
- ☐ Utilities consent.
- ☐ Utilities location plan.
- ☐ Vegetation survey.
- ☐ Warranty Deed
- ☐ Zoning Code text amendment justification.
- ☐ Zoning Map (with subject property outlined)
- ☐ Other: _____

APPLICANT /AUTHORIZED AGENT / PROPERTY OWNER AFFIRMATION AND CONSENT

(I) ,We) affirm and certify to all of the following:

1. Submission of the following:
 - a. Warranty deed/tax record as proof of ownership for all properties considered as a part of the application request; or
 - b. Authorized as the applicant(s)/agent(s) identified herein to file this application and act on behalf of all current property owner(s) and modify any valid City of North Miami Beach entitlements in effect during the entire review process.
2. This application, application supporting materials and all future supporting materials complies with all provisions and regulations of the Zoning Code, Comprehensive Land Use Plan and Code of Ordinances of the City of North Miami Beach unless identified and approved as a part of this application request and/or other previously approved applications.



3. That all the answers to the questions in this application, and all data and other supplementary matter attached to and made a part of the application are honest and true to the best of my knowledge and belief.
4. Understand this application must be complete and accurate before a hearing can be advertised. In the event that I or anyone appearing on my behalf is found to have made a material misrepresentation, either oral or written, regarding this application (I)(We) understand that any City review shall be voidable at the option of the City of North Miami Beach.
5. Understand the failure to provide the information necessary pursuant to the established time frames included but not limited to application submittal, submission of revised documents, etc. for review by City Staff and the designated reviewing entity may cause application to be deferred without further review until such time the requested information is submitted.
6. Understand that the application, all attachments, correspondence and fees become a part of the official records of the City of North Miami Beach and are not returnable.
7. Understand that under Florida Law, all the information submitted as part of the application are public records.
8. All representatives of the application have registered with and completed the required lobbyist forms from the City of North Miami Beach City Clerk's Office.
9. The application before the Board or City Council shall be represented by the legal owner, the prospective owner having a bona fide purchase contract or a duly qualified attorney retained by said owner or prospective owner.
10. Additional costs in addition to the application fees may be assessed associated with the review of applications by the City. These are costs that may be incurred by the applicant due to consultant fees paid by City to review the application. The types of reviews that could be conducted may include but are not limited to the following: concurrency review; property appraisals, traffic impact analyses, vegetation/environmental assessments, archeological/historic assessments; market studies; engineering studies or reports; and legal fees. Such fees will be assessed upon finalization of the City application review. Understand that if payment is not received the prior to Final Public Hearing Review, the Application shall be postponed by the City until such time all fees are paid.

(See next page(s) for Signature information)

(Please complete all below sections and indicate "Not Applicable (N/A)" as appropriate).

Property owner(s) signature(s):

Property owner(s) print name:
Matthew J. Anderson



Property owner(s) signature(s): * <i>Matthew J. Anderson</i>	Property owner(s) print name: Matthew J. Anderson
Property owner(s) signature(s):	Property owner(s) print name:

Address(es): 2341 NE 174 Street, North Miami Beach, FL 33160

Telephone:

* 786-356-1121

Fax:

Email:

* *mattjanderson@att.net*

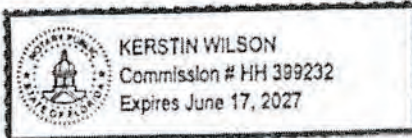
NOTARIZATION

STATE OF FLORIDA/COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 28 day of July 2025 by

Kerstin Wilson
(Signature of Notary Public - State of Florida)

KERSTIN WILSON



(Print, Type or Stamp Commissioned Name of Notary Public)

☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____

Contract Purchaser(s) Signature:	Contract Purchaser(s) Print Name:	
Contract Purchaser(s) Signature:	Contract Purchaser(s) Print Name:	
Address(es):		
Telephone:	Fax:	Email:



NOTARIZATION

STATE OF FLORIDA/COUNTY OF

The foregoing instrument was acknowledged before me this 11th day of FEBRUARY 2026 by

Judith Wollitzer
(Signature of Notary Public - State of Florida)



(Print, Type or Stamp Commissioned Name of Notary Public)

☒ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____

Applicant(s)/Agent(s) Signature(s):

Ruth Ogen

Applicant(s)/Agent(s) Print Name:

Agent- Ruth Ogen

Address(es):

17451 NE 23 Avenue, North Miami Beach FL 33160

Telephone: 786-229-1250

Fax:

Email: keliwool@yahoo.com

NOTARIZATION

STATE OF FLORIDA/COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 11th day of February 2026 by

Judith Wollitzer
(Signature of Notary Public - State of Florida)



(Print, Type or Stamp Commissioned Name of Notary Public)

☐ Personally Known OR ☐ Produced Identification; Type of Identification Produced _____



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave. North Miami Beach, FL 33162 Tel: 305. 948.2966 nmbcomdev@citynmb.com

	• Fifteen (15) sets of the Floor Plans, Building Elevations with 3D Color Renderings. • Fifteen (15) sets of the Letter of Intent for the project. • Fifteen (15) sets of the Architectural Design Statement for the project. • One (1) Hard Copy & One (1) Digital Copy in Excel Format for the Mailing Labels. • One (1) USB Flash Drive of the entire application, plans, traffic studies, 3D renderings, etc.
P&Z Board Meeting Date	(see P&Z Schedule on P&Z Division webpage) A check for the remaining fees identified on the project invoice such as cost recovery, advertising, and any additional application requests are due.
City Commission Meeting	(See City Commission Schedule on P&Z Division webpage) A check for the remaining fees identified on the project invoice such as cost recovery, advertising, and any additional application requests are due.
After City Commission Meeting	Prior to the issuance of the approved site development plans and Resolution/Ordinance, a check for the remaining fees identified on the project invoice such as cost recovery, advertising, and any additional application requests are due.

Minimum Site Plan Requirements Checklist

DESIGN NARRATIVE

1. Provide a narrative of design that discusses the architectural and urban design concept and their relationship to the surrounding neighborhood and context within the City of North Miami Beach.

PLAT

2. Provide copy of existing or proposed plat for the subject property.

SURVEY

1. Signed, sealed and dated within the last year.
2. Abstracted for right of way and easements.
3. Full Legal Description.

SITE PLAN

1. Title Block including project name and design professional's address and phone number
2. Scale (must be engineer's scale)
3. North indicator
4. Location map showing relationship to major arterials

5. Drawing and revision dates, as applicable

6. Full legal description

7. Site Plan Data Table

- ☐ Current use of property and intensity
- ☐ Land Use designation
- ☐ Zoning designation
- ☐ Water/wastewater service provider
- ☐ Site area (sq. ft., net and gross acres)
- ☐ Building footprint coverage
- ☐ Residential development: number of dwelling units, type, floor area(s), bedroom mix, site density (gross and net)
- ☐ Non-residential development: uses, gross floor area
- ☐ Parking data: parking required (#), parking provided (#), loading zones, ADA spaces
- ☐ Building height (expressed in feet above grade)
- ☐ Structure length
- ☐ Number of stories
- ☐ Setback table (required vs. provided)
- ☐ Vehicular use area (in sq.ft. & % of site)
- ☐ Open space (in sq. ft. & % of site)
- ☐ Landscape area (in sq. ft. & % of site)

8. Site Plan Features (graphically indicated)



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave. • North Miami Beach, FL 33162 • Tel: 305. 948.2966 • nmbcomdev@citynmb.com

- ☐ Municipal boundaries (as applicable)
- ☐ Zoning designation of adjacent properties with current use listed
- ☐ Adjacent rights-of-way to opposite property lines (indicate all nearby curb cuts)
- ☐ Waterway width, if applicable
- ☐ Outline of adjacent buildings (indicate height in stories and approximate feet)
- ☐ Property lines (dimensioned)
- ☐ Building outlines of all proposed structures (dimensioned)
- ☐ Ground floor plan
- ☐ Dimension of grade at crown of road, at curb, sidewalk, building entrance, and finished floor elevation
- ☐ Dimension for all site plan features (i.e., sidewalks, building lengths and widths, balconies, parking spaces, street widths, etc.)
- ☐ Mechanical equipment dimensioned from property lines
- ☐ Setbacks and building separations (dimensioned)
- ☐ Driveways, parking areas, pavement markings (including parking spaces delineated and dimensioned as well as handicapped spaces as applicable)
- ☐ On-site light fixtures
- ☐ Proposed ROW improvements (i.e. bus stops, curbs, tree plantings, etc.)
- ☐ Pedestrian walkways (including public sidewalks and on-site pedestrian paths)
- ☐ Project signage, location, shape and size
- ☐ Traffic control signage
- ☐ Catch basins or other drainage control devices
- ☐ Fire hydrants (including on-site and adjacent hydrants, show distances to structures)
- ☐ Fire Rescue Vehicle turning radii
- ☐ Easements (as applicable)
- ☐ Indication of any site or building design methods used to conserve energy and/or water.
- ☐ Indication of any site or building design methods used to incorporate the principles of Crime Prevention Through Environmental Design (CPTED)
- ☐ Location and method of screening of refuse stations, storage areas and off-street loading areas. (See city staff for dumpster diagram)
- ☐ Method maintaining any common or joint use area

SITE DETAILS

1. Provide details of the following:
 - ☐ Ground floor elevation
 - ☐ Storefronts, awnings, entryway features, doors, windows
 - ☐ Fence/wall (measured from the finished grade of the abutting property or crown of adjacent street)
 - ☐ Dumpster
 - ☐ Light fixtures
 - ☐ Balconies, railings
 - ☐ Trash receptacles, benches, other street furniture
 - ☐ Pavers, concrete, hardscape ground cover material

REGULATING PLANS

1. Provide site overlay on each of the regulating plans as required within the district.

FLOOR PLANS

1. Delineate and dimension, indicating use of spaces
2. Show property lines and setbacks on all plans
3. Typical floor plan for multi-level structure
4. Floor plan for every level of parking garage
5. Roof plan

3D MASSING AND SUN SHADOW STUDY

1. Provide graphics illustrating in 3D sun shadows at various times throughout the year.

BUILDING ELEVATIONS

1. All building facades with directional labels (ie. North, South) and building names if more than one building
2. Dimensions, including height and width of all structures
3. Dimensions of setbacks and required stepbacks from property lines
4. Dimension grade at crown of road, at curb, sidewalk, building entrance, and finished floor
5. Indicate architectural elements, materials and colors
6. Include proposed signage (will require separate building permit)

LANDSCAPE PLAN

(Refer to Ordinance 2024-06 for NEW landscaping and mitigation requirements)

1. Site Plan information (in tabular form on plans)



City of North Miami Beach, Florida

Planning and Zoning Application

17050 NE 19th Ave. • North Miami Beach, FL 33162 • Tel: 305.948.2966 • nmbcomdev@citynmb.com

2. Title block including project name and design professional's address and phone number (**Must be signed and sealed by a registered Landscape Architect**)
3. Scale (must be engineer's scale)
4. North indicator
5. Drawing and revision dates, as applicable
6. Landscape Plan Features (graphically indicated)
 - ☐ Property lines
 - ☐ Easements (as applicable)
 - ☐ Landscape areas with dimensions
 - ☐ All Existing trees and palms, must be adequate to calculate their species names and sizes, number, and canopy (indicate whether they are to remain, be relocated, or removed)
 - ☐ Names and locations for all proposed trees, shrubs and groundcover, with quantities noted at each location
 - ☐ Plant list (note species, sizes, quantities and any appropriate specifications)
 - ☐ Site elements (buildings, parking areas, sidewalks, signs, fire hydrants, light fixtures, drainage structures, curbing, all utilities both above and below ground, sight vision triangles)
 - ☐ Grading (swales, retention areas, berms, etc.)
 - ☐ Show any required berms along right of way
 - ☐ Dimensions of area of ground floor storefronts (overall and transparent glazing) to determine compliance for minimum percentages.
 - ☐ Dimensions of area of ground floor window fenestration to determine compliance for minimum percentages.

PHOTOMETRIC 3D RENDERINGS

1. Provide minimum of (3) 3D renderings of the property indicating the following:
2. Ground level view from the primary frontage
3. Aerial view that best illustrates the general massing and character
4. Open space /outdoor amenity view that best illustrates the character of the open spaces/amenities provided for the project.

PHOTOMETRIC PLAN

1. Foot-candle readings must extend to all property lines.

2. Note on plan stating that proposed lighting will be designed and installed so as to reflect the light away and prevent any glare or excessive light on any adjacent property.

SCHEMATIC ENGINEERING PLAN

1. Signed and Sealed by a Registered Engineer.
2. Proposed or existing utility easements and fire hydrants and distance to structures.
3. Location and method of stormwater retention or detention.
4. Schematic Engineering Plan Details:
 - ☐ Outline of plan to provide water, sewer, roads, and drainage for the project.
 - ☐ Utility Pipe Sizes (lengths, material and preliminary locations)
 - ☐ Roadway cross-section (width, depth of base and subgrade)
 - ☐ Typical sections across property lines
 - ☐ Offsite utility and roadway public infrastructure necessary to serve the site
 - ☐ Illustrate how first one (1) inch of rainfall will be retained onsite



City of North Miami Beach, Florida

Community Development Department / Planning and Zoning Division

COST RECOVERY AFFIDAVIT

Received _____

Project # _____

I hereby acknowledge and agree to pay all applicable fees incurred as part of the application process for Project # _____. These fees include, but are not limited to: application fees, postage, advertising, city attorney fees, planning consultant fees, and any other costs incurred by the City of North Miami Beach for the review of this Community Development application. Payment shall be made regardless of the outcome of the application and public hearing process, pursuant to Section 24-170 of the Zoning and Land Development Code (ZLDC). Further I understand and acknowledge that failure to remit payment for incurred costs constitutes a violation of the zoning and land development code and fines may be levied to secure compliance.

Date: May 1, 2025

Applicant/Agent Name: Ruth Keli Ogen TR Ruth Keli Ogen Rev Trust

Applicant/Agent Mailing Address: 17451 NE 23 Avenue, North Miami Beach, FL 33160

Applicant/Agent Email Address: keliwool@yahoo.com

Applicant/Agent Telephone Number: 786-229-1250

Affidavit: To be executed by the Owner or authorized representative

If ownership is a corporation, Articles of Incorporation (full document filed with the Secretary of State) and a Board Resolution authorizing an individual or agent to sign on its behalf must be included. If ownership is an LLC (or similar), Articles of Organization (full document filed with the Secretary of State) and legal documentation authorizing an individual or agent to sign on its behalf must be included.

State of Florida

County of Miami-Dade

Ruth Keli Ogen being firstly duly sworn, deposes and says that: He/She is the ☒ Owner ☐ Partner ☐ Officer ☐ Agent of 17451 NE 23 ave, No Miami Beach, FL 33160 and that in the capacity indicated above, he/she is authorized to approve cost recovery for the purpose of this application with the City of North Miami Beach.

Sworn and subscribed before me this _____ day of _____, 20____

Affiant Signature: _____

Print Name and Title: _____

Notary Public, State of Florida: _____ My Commission Expires: _____