

MINUTES
Planning and Zoning Minutes
September 9, 2025
6:30 P.M.
Government Center
6601 Main Street, Miami Lakes, FL 33014

1. Call to Order:

Chair Fred Senra called the meeting to order at 6:30pm.

The following Planning & Zoning Board Members were present: Board Homero Cruz, Board Member Avelino Leoncio, Board Member Raul De La Sierra, Vice Chair Nelson Rodriguez and Chair Fred Senra. Board Member Robert Julia attended the meeting at 6:41 p.m.

The following Town Staff members were present: Deputy Town Clerk Alexis P. Martinez, Principal Town Planner Susana Alonso, Legal Attorney Matthew Perez, Transportation Coordinator Justin Telleria and Deputy Town Clerk Lorenzo Cobiella.

2. Pledge of Allegiance/Moment of Silence:

Chair Fred Senra led the pledge of allegiance.

3. Approval of Minutes:

- August 12, 2025, Planning and Zoning Board Meeting Minutes

Board Member De La Sierra motioned to approve the minutes for August 12, 2025, Board Leoncio seconded the motion. The minutes were approved 5-0. Board Member Julia was absent.

4. Public Comments:

(Phonetic spelling of each speaker's name will be used throughout the minutes unless correct spelling is known.)

None.

5. Business Requiring Board Action

A. VARH2025-0367, Folio 32-2015-002-0720, Zoning District RU-1: Variance from Section 13-1508 (3)

HEARING NUMBER: VARH2025-0367

APPLICANT: Ramon Justamante

FOLIO: 32-2015-002-0720

LOCATION: 16741 NW 81st Ave.
MIAMI LAKES, FLORIDA 33016

ZONING DISTRICT: RU-1

Legal Attorney Perez read the Quasi-Judicial rules into the record for item 5a. Deputy Town Clerk Martinez swore in all the individuals that were to provide testimony. All Board Members had no ex-parte communication disclosures to provide.

Transportation Coordinator Telleria presented item 5a and stated Town Staff is recommending denial for this proposal which is one variance to allow a 2 foot setback from the interior side property line for a driveway where 5 feet minimum setback is required. The variance is being requested to accommodate a vehicular entrance to the rear of the property to where the garage is located.

Deputy Town Clerk Martinez stated into the record that at this time Board Member Julia arrived to the meeting.

Transportation Coordinator Telleria and Principal Town Planner Alonso answered questions posed by Board members. After brief discussion, Mr. Telleria stated there no open building permits or code violations on the property.

Applicant Mr. Ramon Justamante came before the board to provide testimony along with his wife Ms. Bernice Justamante and their neighbor Mr. Jorge Luis Gonzalez who shared he has no opposition to the variance request. Applicant Mr. Justamante answered additional questions posed by the Board and Principal Town Planner Alonso provided additional clarification and information regarding the applicant's request.

Legal Attorney stated into the record and for the purpose of taking a vote today that Board Member Cruz' comments about the Royal Oaks HOA approval as opposed to the Planning & Zoning Board is not to be taken into consideration. Deputy Town Attorney Cobiella provided additional clarification and feedback answering questions posed by the Board.

Chair Senra closed the public hearing and opened up discussion amongst the Board members.

Board Member De La Sierra motioned to allow a 4 foot setback of greenway all the way down, which gives them an extra 1-foot setback all the way down the side to the back and they should reduce the rest of the paved area so they end up with 120 feet less than what they are showing here now. Board Member Julia seconded the motion for discussion.

After further discussion the motion was approved 5-1. Board Member Leoncio voted in opposition.

B. VARH2025-0152, Folio 32-2015-011-0590, Zoning District RU-1: Variance from Section 13-426

HEARING NUMBER: VARH2025-0152

APPLICANT: Marco Alfonso

FOLIO: 32-2015-011-0590

LOCATION: 16581 NW 84th Ave
MIAMI LAKES, FLORIDA 33016

ZONING DISTRICT: RU-1

Legal Attorney Perez read the Quasi-Judicial rules into the record for item 5b. Deputy Town Clerk Martinez swore in all the individuals that were to provide testimony. All Board Members had no ex-parte communication disclosures to provide.

Transportation Coordinator Telleria presented item 5b, stating the applicant is requesting two variances from the Town, one of them is to allow a spiral staircase with the rear setback of 17 feet 6 inches where 25 feet minimum are required and the second one is to allow a spiral staircase with an interior side setback of 5 feet 7 inches from the interior side property line where 7 feet 6 inches minimum are required. Staff is recommending denial for the proposal as shown in the attached plans. The property has an open code violation for work without permits for the balcony and staircase. Mr. Telleria and Principal Town Planner Alonso answered questions posed by the Board.

Applicant Mr. Marco Alfonso and his brother-in-law Mr. Rafael Alfaro came before the Board to provide their testimony and answer questions posed by Board members. Principal Town Planner Alonso provided additional feedback regarding the variance request.

Chair Senra closed the public hearing and opened discussion amongst the Board members. Mr. Senra motioned to agree with the Town, deny the petition as it stands, Board Member De La Sierra seconded for discussion.

After brief discussion Chair Senra withdrew his original motion and motioned to continue discussion on the item, Board Member De La Sierra seconded the motion. All were in favor.

Board Member Cruz motioned to allow the applicant to keep the staircase and do some nice green area and landscaping as the Town Principal Planner Alonso suggested, maybe some palm trees between 6 to 8 feet and no less than 10 feet of center and make it private and it goes with the design of the house to have some privacy between the applicants house and the neighbors house, seconded by Board Member Julia.

The motion was approved 6-0.

C. Rezoning GU to RU-1

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA; AMENDING THE OFFICIAL ZONING MAP TO REZONE A 7.7 +/- ACRES LOCATED ON THE EAST SIDE OF NW 74TH AVE BETWEEN NW 143RD ST AND NW 145TH STREET, AS MORE PARTICULARLY DESCRIBED AT EXHIBIT "A", FROM THE GU, GENERAL USE, TO THE RU-1, SINGLE FAMILY RESIDENTIAL DISTRICT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FINDINGS; PROVIDING FOR DIRECTION TO THE ADMINISTRATIVE OFFICIAL; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR EXCLUSION FROM CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

Legal Attorney Perez provided instructions for the Board to review the proposed ordinance that will be going before the Town Council.

Board Member De La Sierra asked if the approval is contingent on the county bringing water and sewer into the area. Principal Town Planner Alonso stated that at this point we are only rezoning so we may begin to regulate how it may be developed in the future.

Deputy Town Attorney Cobiella stated this area was considered general use and most of the properties there were not formally platted. The idea with the rezoning is to give the area predominant zoning and to bring it to the level of service of an RU-1. Mr. Cobiella and Town Principal Planner Alonso answered additional questions posed by the Board.

After further discussion, Board Member Rodriguez suggested to Town Council to keep the rezoning at minimum RU-1.

Deputy Town Clerk Martinez advised the Board that residents of the forementioned area are requesting to provide public comments via zoom, Deputy Town Attorney Cobiella stated that they can and through the Chair to hear them if the Board desires as it would be appropriate since this is an LPA item. Chair Senra approved opening the item for public comments.

Residents Mr. SoufianeNaji & Mr. Peter Panayi provided public comments via zoom sharing their support of staff's recommendation to rezone the area entirely and addressed their concerns over future assessments and regulations that may arise.

Deputy Town Attorney Cobiella gave proper posture and actions for what the Board can do pertaining to providing suggestions with regards to this rezoning application.

Chair Senra motioned to approve the ordinance with staff's recommendation with the proper level of services. Board Member Julia seconded the motion.

Deputy Town Attorney Cobiella and Town Principal Planner answered additional questions posed by the Board and after brief discussion the motion was approved unanimously 6-0.

6. Director's Report

Principal Town Planner Alonso reported that item 5c will be heard in second reading at the Regular Town Council meeting in October.

7. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Approved on November 12, 2025.



Fred Senra
Chairperson

Attest:



Gina M. Inguanzo
Town Clerk