



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD AND DESIGN REVIEW BOARD  
MINUTES  
JUNE 28, 2012  
7:00 PM**

**1. CALL TO ORDER**

Lindsay Lecour called the meeting to order at 7:05PM.

**2. ROLL CALL**

Recording Clerk, Sarah Johnston called the roll.

In attendance; Chairperson, Lindsay Lecour; Member, Jared Plitt; Member, Jorge Gutierrez; Member Carli Koshal.

Also in attendance; Town Planner, Richard Cannone; Mayor Daniel Dietch; Town Attorney, Lynn M. Dannheisser; Town Manager Roger M. Carlton; Vice-Mayor Karukin (arrived at 7:56pm); Commissioner Kligman (arrived at 8:03pm).

Not present - Vice-Chairperson, Peter Glynn

**3. APPROVAL OF MINUTES: MAY 31, 2012**

**Jorge Gutierrez made a motion to approve, Jared Plitt seconded the motion. All members present voted in favor.**

**4. DESIGN REVIEW BOARD:**

**A. Request of the Tenant of Property located at 9530 Harding Avenue**

*The applicant is requesting to install a sign in the front of the store.*

Richard Cannone introduced this item and explained that staff is recommending approval subject to conditions. He explained that the conditions of approval are removal of the "authorized retailer" from the sign, removal of the banner sign upon installation of the permanent sign, repair and repaint the face of the building-filling in holes and cracks, removing sidewalk and window signage, and removal of the steel tray behind the sign and install the sign directly into the wall.

**Jorge Gutierrez made a motion to approve with staff recommendations and caulking of the holes, which are still visible, Jared Plitt seconded the motion. All members present voted in favor.**

Mike Mabjish, the representative of the owner spoke to the conditions. He expressed concern with some of the imposed conditions-specifically, the authorized retailer portion of the sign.

**5. PLANNING AND ZONING BOARD DISCUSSION:**

**A. DRB/P&Z Process**

**[See reports and draft proposed Ordinance]**

Town Attorney Lynn M. Dannheisser reviewed the history of this item and presented proposed alternatives.

Carli Koshal stated that she is supportive of streamlining the code and consolidating the boards.

Jared Plitt expressed support of streamlining of the process and expressed some concern with requiring an attorney if that attorney has no land use/development experience. He also indicated that he would be interested in seeing in addition to an architect there should also be a requirement that another professional with related experience be required to sit on the board if the process is streamlined.

Lynn M. Dannheisser asked the board about removing the one-year residency requirement and removal of the licensure requirement. The Board expressed support of removing those requirements and changing the five-year experience requirement to a recommendation in an effort to ensure qualified individuals were available to serve on the Boards.

Lynn M. Dannheisser also mentioned the possibility of collapsing the Design Review Board into the Planning and Zoning Board and combining the functions of both boards. She stated that she would bring a proposed ordinance change for their review in the upcoming months.

**Carli Koshal made a motion to approve the elimination of the license and one-year residency requirement for the architect and adding an attorney and interior designer with experience preferred as permitted qualifications, Jared Plitt seconded the motion. All members present voted in favor.**

**B. Amended Fence Ordinance [Proposed Ordinance attached]**

Richard Cannone introduced this item and explained this is as a result of the Boards direction at the previous meeting.

**Carli Koshal made a motion, Jared Plitt seconded the motion. All members present voted in favor.**

**C. Mechanical Lift Ordinance [Proposed Ordinance attached]**

Town Manager Roger Carlton introduced this item and explained this is being presented to put some parameters in place for lifts being installed in new buildings. He discussed some problems which have occurred previously and explained this is to avoid future issues. He responded to questions from the Board about how they operate and potential issues.

Jared Plitt asked that the word independent be included relating to the analysis required in the proposed ordinance.

**Carli Koshal made a motion to approve with staff recommendations, Jared Plitt seconded the motion. All members present voted to approve.**

**D. Article I. Section 4. "Height Density Intensity" Proposed Ballot question [Text amendment and ballot question attached]**

Lynn M. Dannheisser introduced this item and explained that this was being discussed for informational purposes as this item impacts the Board and their

decisions. She indicated that the proposed ballot question is designed to maintain the restriction and to clarify so that the Board knows how the height is measured and how floor area ratio is measured.

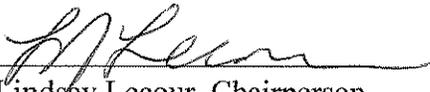
The Board had no additional comments.

**6. REPORT OF PERMITS ISSUED FOR THE MONTH OF MAY2012**

**7. ADJOURNMENT**

**Carli Koshal made a motion to adjourn, Jared Plitt seconded the motion. All members present voted in favor. The meeting adjourned at 7:56pm.**

Accepted this 27<sup>th</sup> day of September, 2012

  
Lindsay Lecour, Chairperson

Attest:

  
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Sarah Johnston  
Recording Clerk