



**TOWN OF SURFSIDE
PLANNING AND ZONING BOARD
AND
DESIGN REVIEW BOARD MEETING**

Town Hall Commission Chambers
9293 Harding Ave., 2nd Floor
Surfside, Florida 33154

**OCTOBER 29, 2015
7:00 PM**

AGENDA

DESIGN REVIEW BOARD

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES: **SEPTEMBER 24, 2015**
4. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 9580 Abbott Avenue

The applicant is proposing to install a cinder block and stucco six foot high wall along a portion of the south end of the property, two feet north of the property line where the property abuts the neighbor located at 9572 Abbott Avenue.

B. Request of the Owner of Property located at 9549 Carlyle Avenue

The applicant is requesting to build a new two story single family house.

C. Request of the Owner of Property located at 9356 Abbott Avenue

The applicant is requesting to replace the garage door and modify the configuration of the front door and windows.

D. Request of the Owner of Property located at 8917 Froude Avenue

The applicant is requesting modifications to the previously approved plans by the Design Review Board on April 30, 2015. The changes include modifications to the configuration of the front windows and doors, dormer windows added to the roof and metal siding.

E. Request of the Owner of Property located at 9048 Emerson Avenue

The applicant is requesting to add a four foot high decorative picket style fence with two rolling gates at the front of the property.

5. ADJOURNMENT.

PLANNING AND ZONING BOARD

**AGENDA
OCTOBER 29, 2015
7:00 PM**

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES: SEPTEMBER 24, 2015

4. DISCUSSION ITEMS:

A. Residential district (including three attachments)

B. Future Agenda Items

5. ADJOURNMENT.

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-893-6511 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING. HEARING IMPAIRED PERSONS MAY CONTACT THE TDD LINE AT 305-893-7936. IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE TOWN OF SURFSIDE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE TOWN CLERK, TOWN OF SURFSIDE TOWN HALL, 9293 HARDING AVENUE. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE TOWN CLERK AT 305-861-4863. TWO OR MORE MEMBERS OF TOWN COMMISSION OR OTHER TOWN BOARDS MAY ATTEND AND PARTICIPATE AT THIS MEETING. THESE MEETINGS MAY BE CONDUCTED BY MEANS OF OR IN CONJUNCTION WITH COMMUNICATIONS MEDIA TECHNOLOGY, SPECIFICALLY, A TELEPHONE CONFERENCE CALL. THE LOCATION 9293 HARDING AVENUE, SURFSIDE, FL 33154, WHICH IS OPEN TO THE PUBLIC, SHALL SERVE AS AN ACCESS POINT FOR SUCH COMMUNICATION.



**TOWN OF SURFSIDE
PLANNING AND ZONING BOARD
AND
DESIGN REVIEW BOARD MEETING**

Town Hall Commission Chambers
9293 Harding Ave., 2nd Floor
Surfside, Florida 33154

**SEPTEMBER 24, 2015
7:00 PM**

MINUTES

DESIGN REVIEW BOARD

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:04 pm.

2. ROLL CALL

Town Clerk Sandra Novoa called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Jacob Kligman, Board Member Jorge Gutierrez, Board Member Peter Glynn, Board Member Moisha Rubenstein and Board Member Armando Castellanos. Commissioner Cohen attended as liaison.

3. APPROVAL OF MINUTES: **AUGUST 27, 2015**

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Rubenstein and all voted in favor.

4. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 901 89th Street

The applicant has modified their garage and is requesting an after the fact approval. Town Planner Sarah Sinatra presented the item.

Board Member Castellanos made a motion to approve. The motion received a second from Board Member Gutierrez and all voted in favor.

B. Request of the Owner of Property located at 9549 Carlyle Avenue

The applicant is requesting to build a new two story single residence. Town Planner Sarah Sinatra presented the item. The applicant spoke and Town Planner Sinatra explained that staff had required a more detailed plan of the project which they have not received. The applicant said he turned in new plans to the town but Planner Sinatra said she had not seen the detailed plan as requested. There was some discussion on the plans presented.

Board Member Castellanos made a motion to defer the item. The motion received a second from Board Member Gutierrez and all voted in favor.

At the end of the meeting the applicant showed some photos of the project. For the record Planner Sinatra said she told the applicant that she had some concerns on the elevation and beams and gave her assessment and recommendations for a revision. After a brief discussion the Board felt it did not have enough information to reopen the item for consideration and is not in favor of the boxlike design therefore the item remained deferred.

C. Request of the Owner of Property located at 700-88 Street

The applicant is requesting to build a new single family house. Sarah Sinatra presented the item. The applicant’s architects gave a detailed presentation of the project. The Board discussed the design and gave some suggestions but overall liked the design of the house.

Board Member Gutierrez made a motion to approve with the Board’s recommendation regarding windows and to revisit the second story elevation. The motion received a second from Vice Chair Kligman and all voted in favor.

Board Member Glynn expressed his concern that every new home being proposed now and in the future will be exactly the same using the maximum square coverage allowed and all will look alike. Chair Lecour said they will be discussing this under Item 5B on the Planning and Zoning Meeting.

5. ADJOURNMENT.

There being no further business to come before the Design Review Board the meeting adjourned at 7:48 p.m.

Accepted this ____ day of _____, 2015

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk

PLANNING AND ZONING BOARD
MINUTES
SEPTEMBER 24, 2015
7:00 PM

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:49 pm.

2. ROLL CALL

Town Clerk Sandra Novoa called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Jacob Kligman, Board Member Peter Glynn, Board Member Moisha Rubenstein and Board Member Armando Castellanos. Commissioner Cohen attended as liaison.

3. APPROVAL OF MINUTES: **AUGUST 27, 2015**

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor.

4. ORDINANCES:

A. AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWOF SURFSIDE, FLORIDA AMENDING CHAPTER 90 “ZONING”, AND SPECIFICALLY AMENDING SECTION 90-50 “ARCHITECTURE AND ROOF DECKS” TO MODIFY THE CODE TO REQUIRE FRONT AND STREET SIDE FAÇADES TO HAVE A WINDOW LOCATED ON EACH WALL PLANE AND A TOTAL OF 10% WALL OPENINGS PER ELEVATION FOR SINGLE FAMILY HOMES; PROVIDING FOR INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Clerk Sandra Novoa read the title of the ordinance. Town Planner Sinatra presented the item.

Board Member Glynn made a motion to recommend to the Town Commission. The motion received a second from Board Member Castellanos and all voted in favor.

B. AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING; SPECIFICALLY AMENDING SECTION 90-43 MAXIMUM BUILDING HEIGHTS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Clerk Sandra Novoa read the title of the ordinance.

Board Member Rubenstein made a motion to defer the item to the October 29, 2015 Planning and Zoning Meeting at 7:00 p.m. The motion received a second from Board Member Castellanos and all voted in favor.

5. DISCUSSION ITEMS:

A. Corridor Analysis update

Town Planner Sinatra gave a brief update and first reading of the ordinance will go to the Town Commission in October and back to Planning and Zoning October 29, 2015.

B. Single Family Home discussion

Town Manager Olmedillo gave a power point presentation with the differences of what exists and what architects are bringing today. He said architecture is going to change with the social structure. He presented two extremes and said the Board has to decide in which direction they want to go and would like to hear their input and ideas on what they would like as a basic fundamental design for homes.

Commissioner Cohen thanked the Manager and said it was a wonderful presentation. He mentioned that we have to consider sea level rise in some areas and elevation of homes.

Chair Lecour expressed that she is not focusing so much on style of architect and is not opposed to the modern architect aesthetics, but her concern is on massing and losing the canopy, greenery and air. She agrees with Commissioner Cohen in giving exceptions regarding height on lots that may experience sea level rise.

Board Member Glynn said we have to define the massing as we are losing the cuteness of the town and not have a footprint where every inch of a lot is used to its maximum.

Board Member Rubenstein said because the property values in Surfside have increased so much people buying have the means in which to built luxury homes and that is changing the look of the town. He also suggested that the ordinances in place now be looked at as they may not fit in with the modernization that is taking place. Chair Lecour would like to revisit the code on landscaping, fences, hedges.

Jorge Gutierrez (DRB) said he is concerned as things are getting out of hand and agrees with the remarks made by the Board. He understands that because there are such small lots that architects are using the lots to its maximum allowance but feels the massing has to be looked at. He said they may have to consider regulating by style. He was not in favor of higher elevation on certain lots and said to be careful when viewing this item as we could have some very tall structures.

Board Member Glynn said we are talking about controlling what we now have or changing the codes and the look of the town. The question is what does the average citizen of Surfside want and suggested it be put on the ballot as a question. There was further discussion on how to reduce the massing and pitching the roofing. Reducing the second floor square footage was discussed. Staff will bring back a proposed ordinance for the next meeting.

C. Future Agenda Items
Hedges/Fences/Front Yards

6. ADJOURNMENT.

There being no further business to come before the Planning and Zoning Board the meeting adjourned at 8:49 p.m.

Accepted this ____ day of _____, 2015

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: October 29, 2015
Re: Young Israel Congregation – Wall along south side of property

Young Israel Congregation, located at 9580 Abbott Avenue is within the H-30B zoning district. The applicant is proposing to install a cinder block and stucco six foot high wall along a portion of the south end of the property, two feet north of the property line where the property abuts the neighbor located at 9572 Abbott Avenue.

The applicant received Design Review Board approval on April 30, 2015 to install six foot high precast wall along the south end of the property, two feet north of the property line. The applicant then appeared before Design Review a second time on August 27, 2015 to request a PVC fence instead of the wall. After consultation with the neighboring property owner, Young Israel is requesting to withdraw the PVC fence approval on August 27, 2015 and request a cinder block and stucco wall two feet north of their property line for the portion abutting 9572 Abbott Avenue.

The following is an aerial demonstrating the portion of the site with a cinder block and stucco wall.



Recommendation

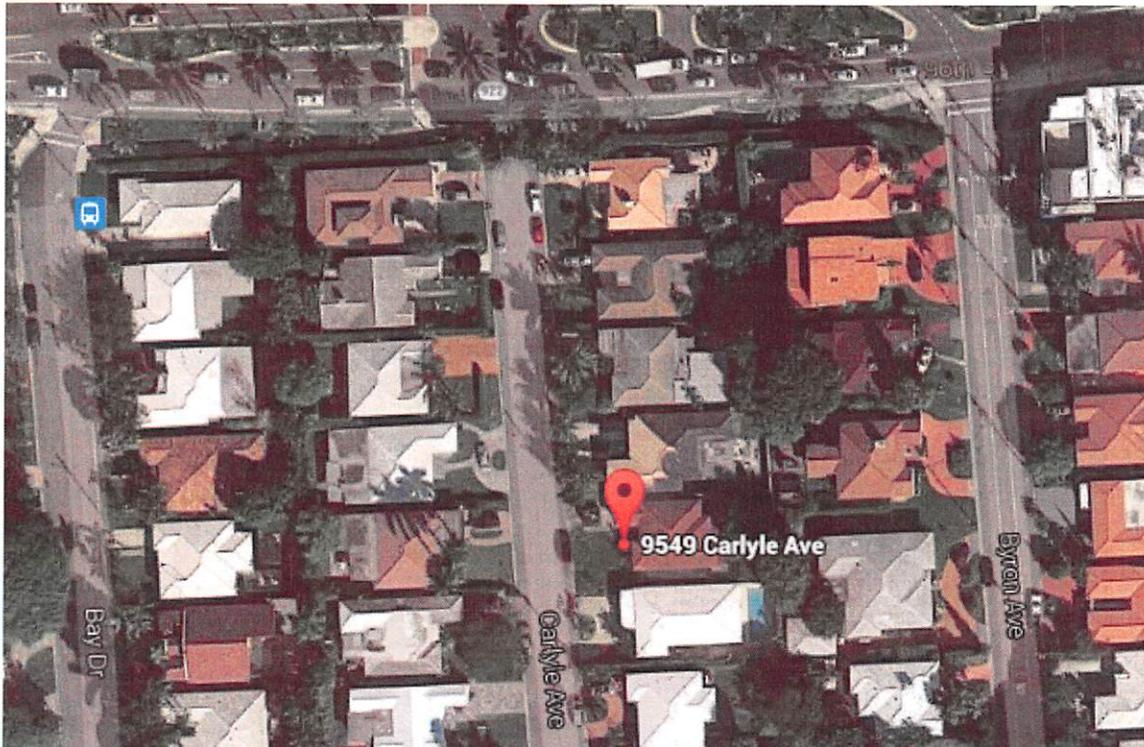
Staff recommends approval.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: October 29, 2015
Re: 9549 Carlyle Avenue, New Residence

The property is located at 9549 Carlyle Avenue, within the H30B zoning district. The applicant is proposing the construction of a new two story single-family residence. This application was deferred from the September 24, 2015 meeting where the board requested additional information in order to review the application.



Staff has reviewed the current application for consideration by the Design Review Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS
Town of Surfside Zoning Code, Applicable Requirements

Sec. 90.43 Maximum building heights

Height	Required Maximum	Proposed
H30B	30 feet	30 feet

Sec. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 6.5 feet	5 feet
Rear	Minimum 20 feet	21 feet 6 inches

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS 65% - 80% OF FIRST STORY FLOOR AREA	Required	Proposed 80%
Maximum Lot Coverage	40%	40%
FIRST STORY		
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	21 feet 6 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 30 feet	30 feet
Interior side	Minimum 5 Feet/Average 10 feet	10 feet
Rear	Minimum 20 feet/ Average n/a	21 feet 6 inches

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 feet	5,625 square feet
Maximum lot coverage	40%	40%
Pervious area	35% (minimum)	35%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
Unique Elevation	A unique elevation from the main buildings of the adjacent two (2) homes shall be created through the modulation of at least three (3) of the following architectural features:	The façade is stucco with balconies and is a two story structure, which is different that the neighboring facades.

	(a) Length, width and massing of the structure; (b) Number of stories; (c) Façade materials; (d) Porches and other similar articulation of the front façade; (e) Number and location of doors and windows; and (f) Roof style and pitch.	
Wall openings	10% for all elevations	All facades meet or exceed the 10% minimum wall opening requirement.
Roof Material	(a) Clay Tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color if granted approval by the Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	Flat roof is proposed.

Sec. 90.61.1 Paving in front and rear yards in H30 and H40 Districts

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	50%
Front yard landscaped	30% minimum	30%
Rear yard landscaped	20% minimum	20%
Number of Curb Cuts	One	One
Curb Cut side set back	5 feet minimum	5 feet
Curb cut width	18 feet width maximum	14 feet 6 inches
Driveway Materials	Limited to the following 1. Pavers 2. Color and texture treated concrete, including stamped concrete 3. Painted concrete shall not be permitted. 4. Asphalt shall not be permitted.	Pavers

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
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Single-family	2 spaces	2 spaces (one on driveway, one in garage)
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Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed
Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	2 trees	3 trees

Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot.	5 trees, 25 shrubs	5 trees, 25 shrubs

Town of Surfside Adopted Residential Design Guidelines

Building Massing

Required	Proposed
Building forms should be varied enough to avoid monotony and to avoid pyramidal massing and should be compatible with surrounding houses.	Consistent

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	The majority of the structures are one story in nature and a two story structure, while allowed, is of a different scale than the neighboring properties.
Entry feature should not extend above the eave line of the structure	The entry feature does not extend above the eave line.
Should not be obstructed from view by fences, landscaping or other visual barriers	Main entry is not obstructed from view.

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	Consistent.

Overall Architectural Style

Required	Proposed
The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.	Consistent.

Parking Driveways

Required	Proposed
The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	14 feet 6 inches

Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Pavers

Wall Materials and Finishes

Required	Proposed
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	The building will be stucco and glass.

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent
Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile; 3. Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is first approved by the planning and zoning board; and 4. Metal.	Flat roof.

Windows and Trims

Required	Proposed
Window styles should always be consistent among all elevations of a building.	Consistent.
Frame materials should never vary on a single building.	No variation.
Window, door and eave trim should be consistent on all elevations of the house	Consistent.

RECOMMENDATION

Staff recommends approval.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: October 29, 2015
Re: 9356 Abbott Avenue

The property is located at 9356 Abbott Avenue, within the H30B zoning. The applicant is proposing to replace the existing garage door with a new garage door and modify the configuration of the front door and windows.



Staff has reviewed the current application for consideration by the Design Review Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90.50 Architecture and roof decks

	Required	Proposed
Wall openings	10% for all elevations	Exceeds 10% wall openings for each elevation.

Town of Surfside Adopted Residential Design Guidelines

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	The modifications are consistent with the remainder of the home.

Overall Architectural Style

Required	Proposed
The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.	The windows are consistent throughout the building.

Wall Materials and Finishes

Required	Proposed
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	The building will remain stucco.

Windows and Trims

Required	Proposed
Window styles should always be consistent among all elevations of a building.	The windows are consistent.
Frame materials should never vary on a single building.	No variation.
Window, door and eave trim should be consistent on all elevations of the house	Consistent.

RECOMMENDATION

Staff recommends approval.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: October 29, 2015
Re: 8917 Froude Avenue

The property is located at 8917 Froude Avenue, within the H30B zoning. Plans for an addition to the front of the home were approved by the Design Review Board on April 30, 2015. The applicant is currently under construction, however, the homeowner is requesting modifications to the approved design. The scope of the changes include modifications to the configuration of the front windows and doors, dormer windows added to the roof and metal siding.



Staff has reviewed the current application for consideration by the Design Review Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90.43 Maximum building heights

Height	Required Maximum	Proposed
H30B	30 feet	14 Feet 6 inches

Sec. 90.45 Setback

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	20 feet
Interior side	5 feet	5 feet
Rear	Minimum 20 feet	N/A - not affecting rear setback

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 square feet	5,625 square feet
Maximum lot coverage	40%	35%
Pervious area	35% (minimum)	36.8%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
Wall openings	10% for all elevations	Exceeds 10% wall openings for each elevation.
Roof Material	(a) Clay Tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color if granted approval by the Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	Tile proposed to match existing home.

Town of Surfside Adopted Residential Design Guidelines

Building Massing

Required	Proposed
Building forms should be varied enough to avoid monotony and to avoid pyramidal massing and should be compatible with surrounding houses.	Consistent

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	The one story structure is appropriate for the block.
Entry feature should not extend above the eave line of the structure	The entry feature does not extend above the eave line.
Should not be obstructed from view by fences, landscaping or other visual barriers	Main entry is not obstructed from view.

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	The addition is consistent with the remainder of the home.

Overall Architectural Style

Required	Proposed
The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.	The windows are consistent throughout the building.

Wall Materials and Finishes

Required	Proposed
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	The building will be stucco with metal siding.

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent
Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile;	Tile is proposed

<p>3. Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is first approved by the planning and zoning board; and 4. Metal.</p>	
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Windows and Trims

Required	Proposed
Window styles should always be consistent among all elevations of a building.	The windows are consistent.
Frame materials should never vary on a single building.	No variation.
Window, door and eave trim should be consistent on all elevations of the house	Consistent.

RECOMMENDATION

Staff recommends approval.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: October 29, 2015
Re: 9048 Emerson Avenue

The property located at 9048 Emerson Avenue is within the H30B zoning district. The applicant is requesting to add a four foot high decorative picket style fence with two rolling gates at the front of the property.



Staff has reviewed the current application for consideration by the Planning and Zoning Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90.56 Fences, walls and hedges

Fence with gate	Required	Proposed
	Fences in the front are only permitted with the Planning and Zoning Board's approval.	Fence with two rolling gates are proposed in the front of the property.

Sec. 90-56.4 Front yard and corner yard fences and ornamental walls—Table.

Frontage	Maximum Height (Feet)	Maximum Opacity (Percent)	Proposed
50 feet	4 feet	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent	4 foot ornamental picket style fence proposed. Maximum opacity is 50%

Recommendation

Although the gate and fence meets the code requirements for height and opacity, the code also requires a driveway provide enough capacity to place two parking spaces on site. The minimum size of a parking space is 18 X 24 feet. The applicant is proposing to place the gate at the property line, which will result in a vehicle waiting on Emerson Avenue while the gates open. The applicant would need to place the gate further into their property to accommodate 18 feet of storage while the vehicle waits for the gate to open. This will limit area inside the proposed gate to park, thus not permitting two vehicles. Therefore, staff recommends denial.



Town of Surfside Planning and Zoning Communication

Agenda Date: October 29, 2015
Subject: Residential District Modifications
From: Sarah Sinatra Gould, AICP, Town Planner

Background : The Planning and Zoning Board has outlined a number of items to address in the residential district. The Town Manager discussed architectural designs at the September Planning and Zoning Board meeting and requested feedback from the board on their intentions. The Board discussed a number of items, which are provided as an outline attached (Attachment 1). Based on the discussions, it appeared that some of the items were quick fixes that could be addressed immediately. Therefore, staff has prepared two proposed modifications to the residential zoning requirements.

Analysis:

SETBACKS (Attachment 2)

Section 90-45, Setbacks, offers tiered setback options for the second floor of a single family home, depending on the size of the second floor in relation to the size of the first floor. The Board directed staff to remove the third tier, which permits the second floor to be 65%-80% of the first floor. Here is a breakdown of the existing code versus proposed code:

Existing code

Lot size	First floor sq ft (5,600 X 40%)	Second floor sq ft (2,240 X 80%)	Total Square Footage
5,600 sq ft	2,240 sq ft	1,792 sq ft	4,032

Proposed code

Lot size	First floor sq ft (5,600 X 40%)	Second floor sq ft (2,240 X 64%)	Total Square Footage
5,600 sq ft	2,240 sq ft	1,433 sq ft	3,673

Total reduction in square footage = 359 square feet

It should be noted that the code requires larger front setbacks on the second floor and could be flush on the rear setback, to encourage the mass of the structure to be placed away from the street.

SECOND FLOOR BALCONIES (Attachment 3)

Numerous applicants have presented plans that utilize interior balconies in an attempt to meet the additional setbacks required for the second floor. In an attempt to further limit the mass of a structure, the proposed modification would clarify that second floor balconies or terraces will not be counted towards the setback, except when the roof line of the balcony meets the average setbacks for the second floor.

Staff Recommendation: Staff recommends the Planning and Zoning Board provide direction to staff on any modifications and then direct staff to prepare any applicable ordinances.

Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager



MEMORANDUM

To: Planning and Zoning Board

Agenda Date: October 29, 2015

Subject: Single Family District

From: Sarah Sinatra Gould, AICP, Town Planner

Background: The Planning and Zoning Board has outlined numerous items relating to the Single Family district that it would like to see analyzed. The following is a list of the items and the strategy for completion.

Issue	Proposed solution	Next steps
Massing	Reduce square footage permitted on second floor. Increase setbacks on second floor. Increase roof pitch requirements.	Prepare an ordinance reducing the permitted square footage on the second floor as a percentage of the first floor. Prepare graphics relating to increasing setbacks on the second floor, addressing height and including requirements for pitched roofs.
Sea level rise	PZ board requested providing bonuses for height if properties build up to address sea level rise issues.	Prepare a Coastal Element update to the comprehensive plan addressing strategies relating to sea level rise. Height modifications require a referendum. Research is required to determine if the definition of where height is measured would require a referendum.
Street trees	Review current code requirements to determine if adequate.	Current code: <i>a. A minimum of five trees of two different species and 25 shrubs shall be planted per lot. On corner lots an additional one tree and 10 shrubs shall be required. For all lots larger than 8,000 square feet in area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area; however, there shall be no more than 15 trees and 100 shrubs required per acre.</i>

Attachment 1

		<i>b. Where possible, a minimum of two trees shall be required in the front of the lot. Shrubs shall be incorporated in a manner on the site so as to be a visual screen for mechanical equipment or other accessories to the residence.</i>
Hedges & fence in the front	Need further clarification from the board as to the concerns. The code already limits height to 4 feet and a maximum opacity of 50% for properties that are 50 feet in width.	Need direction.
Garage Conversion	Need further clarification from the board as to the concerns. The code requires a landscape planter and window for the conversion. The Town also permits a practical difficulty waiver for lot coverage, if a home has unique conditions.	Need direction.
Streetscape masterplan	One way streets, sidewalks and undergrounding of utilities.	Commission direction.
Balconies	Balconies on second floor will not count towards setback area.	Prepare ordinance modifying text to address second floor setbacks.



Sarah Sinatra Gould, AICP, Town Planner



Guillermo Olmedillo, Town Manager

Attachment 2

Sec. 90-45. - Setbacks.

(a) *Massing:*

(1) *Required massing—Generally.* The development of new single-family structures and additions to existing single-family structures shall abide by height and massing regulations. Massing regulations are based on the height of the structure and are delineated between (a) single and multi-story structures (b) new structures or additions to existing structures and (c) the ratio of area of the first story to the area of the upper stories. The area of the upper stories (wall plane greater than 15 feet in height) for new structures and additions to existing single-story structures shall not exceed ~~80~~ 64 percent of the area of the first story.

(2) *Required Massing—New single-story structures and single-story additions to single-story structures in H30A and H30B districts.* The following table shall be utilized for new single-story structures and single-story additions to existing single-story structures (up to 15 feet in height) in both the H30A and H30B districts.

H30A and H30B (SINGLE-STORY STRUCTURES UP TO 15 FEET IN HEIGHT)	PERCENTAGE
Maximum Lot Coverage	40%
SINGLE STORY STRUCTURES	MINIMUM SETBACK
Primary frontage	<u>20</u> FT
Interior side (lots equal to or less than 50 feet in width)	5 FT
Interior side (lots over 50 feet in width)	10% of the frontage
Rear	<u>20</u> FT
Secondary frontage (Corner only)	10 FT

(3) *Required Massing—Single-family homes within the H30A and H30B districts.* For single-family homes within the H30A and H30B districts, the following table shall be utilized for new multi-story structures or multi-story additions (additions greater than 15 feet in height) to existing single-story structures where the upper-story floor area is less than 50 percent of first-story floor area. Where provided both the minimum and average setback shall be utilized.

H30A AND H30B UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	PERCENTAGE
Maximum Lot Coverage	40%

FIRST STORY (UP TO 15 FT IN HEIGHT)	SETBACK
Primary frontage	Minimum 20 FT
Interior side (lots equal to or less than 50 feet in width)	Minimum 5 FT
Interior side (lots over 50 feet in width)	Minimum 10% of the frontage
Rear	Minimum 20 FT
Secondary frontage (Corner only)	Minimum 10 FT
UPPER STORY OR WALL PLANES GREATER THAN 15 FT IN HEIGHT	SETBACK
Primary frontage	Minimum 20 FT
	Average 22.5 FT
Interior side (lots equal to or less than 50 feet in width)	Minimum 5 FT
	Average n/a
Interior side (lots greater than 50 feet in width)	Minimum 10% of lot frontage
	Average n/a
Rear	Minimum 20 FT
	Average n/a
Secondary frontage (corner only)	Minimum 10FT
	Average 12.5 FT

(4) *Required massing—New multi-story structures or multi-story additions.* For single-family homes within the H30A and H30B districts, the following table shall be utilized for new multi-story structures or multi-story additions (additions greater than 15 feet in height) to existing single-story structures where the upper-story floor area is 50 percent to 64 percent of first-story floor area. Where provided, both the minimum and average setbacks shall be utilized.

H30A AND H30B	PERCENTAGE
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UPPER STORY FLOOR AREA IS 50% TO 64% OF FIRST STORY AREA		
Maximum Lot Coverage		40%
FIRST STORY (UP TO 15 FT IN HEIGHT)		Setback
Primary frontage		Minimum 20 FT
Interior side (lots equal to or less than 50 feet in width)		Minimum 5 FT
Interior side (lots over 50 feet in width)		Minimum 10% of the frontage
Rear		Minimum 20 FT
Secondary frontage (Corner only)		Minimum 10 FT
UPPER STORY OR WALL PLANES GREATER THAN 15 FT IN HEIGHT		SETBACK
Primary frontage		Minimum 20 FT
		Average 25 FT
Interior side (lots equal to or less than 50 feet in width)	H30A - Wall length is equal to or less than 20% of the lot depth	Minimum 5 FT
		Average n/a
	H30A - Wall length is greater than 20% of the lot depth	Minimum 5 FT
		Average 7.5 FT
	H30B - Wall length is equal to or less than 25% of the lot depth	Minimum 5 FT
		Average n/a
	H30B - Wall length is greater than 25% of the lot depth	Minimum 5 FT
		Average 7.5 FT
Interior side (lots greater than 50 feet in width)	H30A - Wall length is equal to or less than 20% of the lot depth	Minimum 10% of lot frontage

		Average n/a
	H30A - Wall length is greater than 20% of the lot depth	Minimum 10% of lot frontage
		Average 15% of the frontage
	H30B - Wall length is equal to or less than 25% of the lot depth	Minimum 10% of the frontage
		Average n/a
	H30B - Wall length is greater than 25% of the lot depth	Minimum 10% of lot frontage
		Average 15% of the frontage
Rear		Minimum 20 FT
		Average n/a
Secondary frontage (corner only)		Minimum 10 FT
		Average 15 FT

(5) Required Massing—New multi-story structures or multi-story additions (additions greater than 15 feet in height) to existing single-story structures where the upper-story floor area is 65 percent to 80 percent of first-story floor area. For single-family homes within the H30A and H30B districts, the following table shall be utilized for new multi-story structures or multi-story additions (additions greater than 15 feet in height) to existing single-story structures where the upper-story floor area is 65 percent to 80 percent of first-story floor area. Where provided, both the minimum and average setbacks shall be utilized.

H30A AND H30B UPPER STORY FLOOR AREA IS 65% TO 80% OF FIRST STORY FLOOR AREA	PERCENTAGE
Maximum Lot Coverage	40%
FIRST STORY (UP TO 15 FT IN HEIGHT)	SETBACK

Primary frontage		Minimum 20 FT
Interior side (lots equal to or less than 50 feet in width)		Minimum 5 FT
Interior side (lots over 50 feet in width)		Minimum 10% of the frontage
Rear		Minimum 20 FT
Secondary frontage (Corner only)		Minimum 10 FT
UPPER STORY OR WALL PLANES GREATER THAN 15 FT IN HEIGHT		Setback
Primary frontage		Minimum 20 FT
		Average 30 FT
Interior side (lots equal to or less than 50 feet in width)	H30A— Wall length is equal to or less than 20% of the lot depth	Minimum 5 FT
		Average n/a
	H30A— Wall length is greater than 20% of the lot depth	Minimum 5 FT
		Average 10 FT
	H30B— Wall length is equal to or less than 25% of the lot depth	Minimum 5 FT
		Average n/a
	H30B— Wall length is greater than 25% of the lot depth	Minimum 5 FT
		Average 10 FT
Interior side (lots greater than 50 feet in width)	H30A— Wall length is equal to or less than 20% of the lot depth	Minimum 10% of lot frontage
		Average n/a
	H30A— Wall length is greater than 20% of the lot depth	Minimum 10% of lot frontage
		Average 20% of the

		frontage
	H30B—Wall length is equal to or less than 25% of the lot depth	Minimum 10% of lot frontage
		Average n/a
	H30B—Wall length is greater than 25% of the lot depth	Minimum 10% of lot frontage
		Average 20% of the frontage
Rear		Minimum 20 FT
		Average n/a
Secondary frontage (Corner only)		Minimum 10 FT
		Average 20 FT

Attachment 3

Sec. 90-48. - Modification of side and rear yard regulations.

90-48.1 The minimum width of side setbacks for libraries, places of public assembly, recreational centers and other public, semipublic and civic buildings shall be a minimum of 15 feet, except when located within the community facilities district shall comply with subsection 90.45(a).

90-48.2 In all districts other than the H120 districts, the required side setbacks for corner lots adjoining canals or waterway shall comply with the secondary frontage setback requirements for that frontage.

90-48.3 In the H30A district, no building shall be erected within 25 feet of the seawall on Point Lake nor within 50 feet of the sea wall on Biscayne Bay or on any lots in Blocks 26, 28 and 28A of the Normandy Beach Subdivision, Second Amended.

90-48.4 Where a lot abuts an alley, the depth of the rear yard shall be seven feet.

90-48.5 In the H120 district, when a building exceeds a height of 30 feet, the width of each side yard shall be increased by one foot for every three feet of building height above 30 feet, provided however, on a corner lot the minimum width of the side yard adjoining a street need not exceed 20 feet.

90-47.6 New balconies or decks located more than five feet above grade on new or existing single family homes shall not encroach into any setbacks.

90-47.7 Second floor balconies or terraces shall not be counted towards the setback, except when the roof line of the balcony meets the average setbacks for the second floor.

ITEM	OUTCOME	NEXT STEPS	IN CONTRACT OR WORK AUTHORIZATION	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS					
Tree Canopy Initiative/ Single family district Streetscape master plan	\$8,000 budgeted in the FY 2014-2015 budget for the tree canopy	Town Manager preparing			
Fences & Hedges in the front of single family residences	Modify ordinance	Direction from Planning and Zoning	Consider full analysis of single family district	PZ/Commission joint meeting on Single Family District	
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes				
Measuring height from crown of the road	Place on agenda for discussion relating to sea level rise				
Roof Pitch of Single Family	Modify ordinance requiring roofs to be pitched where adjacent to the street				
Less second floor setbacks and greater square footage of second floors for waterfront lots	Modify ordinance to provide larger square footage on waterfront lots.				
Satellite dishes	Further review by staff	Research and prepare report for discussion and possible code amendment	In contract	Future PZ	
Residential or	Prepare ordinance regulating wind	Draft code	In contract	Future PZ	

commercial wind turbine regulations	turbines including hurricane precautions, noise regulations, insurance considerations	amendment			
Green walls	Require green walls adjacent to alleys and other buildings that abut public right of ways	Research and prepare report for discussion and possible code amendment	In contract	Future PZ	
Final Zoning Inspections	Town Manager will analyze				
ON UPCOMING COMMISSION AGENDA					
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in NOVEMBER	December Commission	
ON FUTURE COMMISSION AGENDA					
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment	In contract	March PZ	Waiting placement on Commission Agenda
Driveway material regulations	Modify code to allow stamped concrete and concrete slabs with decorative rock or grass in between	Draft code amendment	In contract	November PZ	Waiting Placement on Commission Agenda
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission	Building to prepare ordinance	March PZ	Upcoming Commission agenda.
COMPLETED					
Single Family Paint Colors	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate for single family homes and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract	Will add to Joint Meeting with PZ/Commission.	Complete

Parking Trust Fund	Discussion with the Planning & Zoning Board to provide a cap for payment into the fund	Ordinance on July PZ agenda	In contract	July Commission for 1 st reading, July PZ August Commission for 2 nd reading	Complete
Turtle Lighting	Town Staff to prepare review	No ordinance necessary - Turtle lighting already required in code.	COMPLETE	Turtle Lighting	Town Staff to prepare review
Downtown Color Palette	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract	Replaced with repainting of structures.	Complete
Bay Drive & 96 th Street	Open Bay Drive off 96 th Street	Staff will research	Police and Building to research	No change. Police Chief cited safety concerns	COMPLETE
Sign/awning code	Discussed at Joint Meeting	Staff beginning to work on draft	Work Authorization approved	July Commission August Commission	COMPLETE
As-built reviews for residential projects	Discuss increasing canopy in town, street trees, what can be planted in ROW	Research and prepare report for discussion and possible code amendment	In contract	March PZ	COMPLETE Added a program modification to FY2015 budget
Interpretation of base flood elevation for the H120 district	No change	No further action needed		N/A	COMPLETE
Solar panel regulations	Prepare ordinance regulating solar panels	Draft code amendment	In contract	March PZ	COMPLETE
Car charging station regulations	Prepare ordinance regulating car charging stations requiring them in	Draft code amendment	In contract	December PZ	COMPLETE

	new multi-family, research what other communities are doing					
Pyramiding effects of setbacks in the H120 district	No action necessary since Planning and Zoning Board currently reviewing setbacks as part of wall frontage modifications					
Garage door clarification	Modify code to remove requirement for two separate garage doors	Draft code amendment	In contract		November PZ	COMPLETE
10% window opening requirement per story	Discussion with the Planning & Zoning Board	Prepare ordinance for commission	In contract		June PZ	November Commission for first reading
Landscaping in front of converted garage	Determine if landscaping planter is sufficient versus requiring landscaping.	Reviewed code and determined that planter is only permitted in cases where the driveway would be too short.	In contract		No further modification necessary	Yes
Sheds	Modify ordinance to increase square footage, but reduce height and add landscape requirements.	Draft code amendment	In contract		Discussed at March meeting.	Commission 1st reading in May - PZ in May