



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

**AGENDA  
July 18, 2016  
6:00 PM**

Town Hall Commission Chambers – 9293 Harding Ave., 2<sup>nd</sup> Floor  
Surfside, Florida 33154

*Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Town Clerk prior to engaging in lobbying activities per Town Code Sec. 2-235. "Lobbyist" specifically includes the principal, as defined in this section, as well as any agent, officer or employee of a principal, regardless of whether such lobbying activities fall within the normal scope of employment of such agent, officer or employee. The term "lobbyist" specifically excludes any person who only appears as a representative of a not-for-profit corporation or entity (such as charitable organization, a trade association or trade union), without special compensation or reimbursement for the appearance, whether direct, indirect, or contingent, to express support or opposition to any item.*

*Per Miami Dade County Fire Marshal, the Commission Chambers has a maximum capacity of 99 people. Once reached this capacity, people will be asked to watch the meeting from the first floor.*

**PLANNING AND ZONING BOARD**

**AGENDA  
July 18, 2016  
6:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES: **May 25, 2016**
4. QUASI-JUDICIAL APPLICATION:

*Please be advised that the following items on the Agenda are Quasi-Judicial in nature. If you wish to object or comment upon an item, please complete a*

*Public Speaker's Card indicating the Agenda item number on which you would like to comment. You must be sworn in before addressing the Board and you may be subject to cross-examination. If you refuse to submit to cross-examination, the Board will not consider your comments in its final deliberation. Please also disclose any Ex-Parte communications you may have had with any Board member. Board members must also do the same.*

**A. 9300-9380 COLLINS AVENUE**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD; RECOMMENDING APPROVAL OF A SITE PLAN TO PERMIT THE DEVELOPMENT OF PROPERTY LOCATED ON THE WEST SIDE OF COLLINS AVENUE BETWEEN 93RD STREET AND 94 STREET WITH THE ADDRESSES OF 9300-9380 COLLINS AVENUE FOR 68 TOWNHOUSE UNITS WITH CONDITIONS OF APPROVAL; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**5. ORDINANCE: SHEDS**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING"; SEC. 90-19. "SINGLE-FAMILY AND TWO FAMILY DEVELOPMENT REVIEW PROCESS"; SPECIFICALLY AMENDING SECTION 90-19.7 EXEMPTING SHEDS FROM PLANNING AND ZONING BOARD AND DESIGN REVIEW BOARD REVIEW AND PROVIDING THE DESIGN GUIDELINES SHALL BE FOLLOWED; AMENDING "SECTION 90-54 "ACCESSORY BUILDINGS AND STRUCTURES IN THE H30A AND H30B DISTRICTS" SPECIFICALLY AMENDING SECTION 90-54.7 RELATED TO SHEDS AND LANDSCAPE REQUIREMENTS; PROVIDING FOR INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**6. DISCUSSION ITEMS**

- 1. Sustainability Sub-committee**
- 2. Future Agenda Items**

**7. ADJOURNMENT.**

**DESIGN REVIEW BOARD**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES: May 25, 2016**
- 4. DESIGN REVIEW BOARD APPLICATIONS:**

**A. Request of the Owner of Property located at 9441 Bay Drive.**

The applicant is requesting to legalize an existing garage conversion.

**B. Request of the Owner of Property located at 9040 Dickens Avenue.**

The applicant is proposing to add a 612 square foot addition to the rear of the existing single family house.

**C. Request of the Owner of Property located at 9233 Byron Avenue.**

The applicant is requesting to legalize an existing garage conversion.

**D. Request of the Owner of Property located at 9549 Carlyle Avenue.**

The property is located at 9549 Carlyle Avenue, within the H30B zoning district. The applicant was granted approval for the construction of a new two story- single-family residence at the September 24, 2015 Planning and Zoning Board meeting and subsequent façade modifications at the January 28, 2016 meeting. The applicant is now proposing a roof top deck.

**E. Request of the Owner of Property located at 8874 Dickens Avenue.**

The applicant is requesting a six foot high picket style fence along the north property line to enclose the backyard of the corner property.

**F. Request of the Owner of Property located at 9425 Bay Drive.**

The applicant is proposing to completely renovate the existing home. The renovations include a garage conversion, new roof, trellis and doors and windows.

**G. Request of the Owner of Property located at 300 Surfside Blvd.**

The applicant is requesting to legalize an existing garage conversion. It appears the garage was converted prior to 2007 and therefore prior to the code requirements mandating landscaping in front of the replaced garage door. In this case, the applicant has provided French doors replacing the garage door.

**5. QUASI-JUDICIAL APPLICATION:**

*Please be advised that the following items on the Agenda are Quasi-Judicial in nature. If you wish to object or comment upon an item, please complete a Public Speaker's Card indicating the Agenda item number on which you would like to comment. You must be sworn in before addressing the Board and you may be subject to cross-examination. If you refuse to submit to cross-examination, the Board will not consider your comments in its final deliberation. Please also disclose any Ex-Parte communications you may have had with any Board member. Board members must also do the same.*

**A. 9300-9380 COLLINS AVENUE**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD; RECOMMENDING APPROVAL OF A SITE PLAN TO PERMIT THE DEVELOPMENT OF PROPERTY LOCATED ON THE WEST SIDE OF COLLINS AVENUE BETWEEN 93RD STREET AND 94 STREET WITH THE ADDRESSES OF 9300-9380 COLLINS AVENUE FOR 68**

**TOWNHOUSE UNITS WITH CONDITIONS OF APPROVAL; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**6. ADJOURNMENT.**

**THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING. 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  
MINUTES  
May 25, 2016  
7:00 PM**

Town Hall Commission Chambers – 9293 Harding Ave., 2<sup>nd</sup> Floor  
Surfside, Florida 33154

**DESIGN REVIEW BOARD**

**1. CALL TO ORDER**

Chair Lindsay Lecour called the meeting to order at 7:02 pm. Chair Lecour welcomed two new members of the Board, Commissioner Daniel Gielchinsky, liaison and Board Member Brian Rollar. The new members introduced themselves and gave some background. Commissioner Gielchinsky gave an update on resolutions presented to the Commission from the Board and which the Commission passed. He also gave an update on other issues the Commission addressed regarding the DRB/P&Z Board.

**2. ROLL CALL**

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Board Member Jorge Gutierrez, Vice Chair Judith Frankel, Board Member Brian Rollar. Board Member Peter Glynn was absent. Commissioner Daniel Gielchinsky attended as liaison.

**3. APPROVAL OF MINUTES: April 28, 2016**

Board Member Gutierrez made a motion to approve. The motion received a second from Vice Chair Frankel and all voted in favor with Board Member Glynn absent.

Board Member Gutierrez made a motion to add an item to the agenda as 4E property at 800 90<sup>th</sup> Street. The motion received a second from Vice Chair Frankel and all voted in favor.

**4. DESIGN REVIEW BOARD APPLICATIONS:**

**A. Request of the Owner of Property located at 9056 Abbott Avenue.**

The applicant is requesting approval for the installation of a dark green vinyl carport canopy. Town Planner Sarah Sinatra presented the item. Board Member Gutierrez questioned the appearance of a galvanized steel frame. Chair Lecour said it was something to consider and Planner Sinatra will add it to future agenda items. Vice Chair Frankel asked if the carport had to be removed during a hurricane warning. Building Official Ross Prieto said it does not have to be removed as the carport meets hurricane code.

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

**B. Request of the Owner of Property located at 9357 Dickens Avenue.**

The applicant is proposing to add a 390 square foot addition to the rear of the existing single family house. Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

**C. Request of the Owner of Property located at 9455 Harding Avenue.**

The applicant is requesting a wall sign for a real estate office, Municoy International Realty.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to approve with the following condition:

1. There shall be no exposed wiring.

The motion received a second from Vice Chair Frankel and all voted in favor with Board Member Glynn absent.

**D. Request of the Tenant of Property located at 9519 Harding Avenue.**

The applicant is requesting a wall sign for a restaurant, The Carrot.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to approve with the following condition:

1. Seal the top of the sign to avoid water draining behind the sign.

The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

**E. Request of the Owner of Property located at 800 90<sup>th</sup> Street.**

The applicant is requesting a fence for the construction of a pool.

Town Planner Sarah Sinatra presented the item. The Board reviewed the diagram of the fence and its placement. Carla Ross speaking for the applicant addressed the questions from the Board. Chair Lecour suggested a darker stain for the fence.

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

## 5. QUASI-JUDICIAL APPLICATION:

### A. 9011 COLLINS AVENUE

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD; RECOMMENDING APPROVAL OF A SITE PLAN AMENDMENT APPLICATION, FOR THE PROPERTY LOCATED AT 9011 COLLINS AVENUE, SURFSIDE, FL 33154; PURSUANT TO SECTION 90-41 ET SEQ. OF THE ZONING CODE; TO PERMIT AN ADDITIONAL SWIMMING POOL AT THE REAR OF THE PROPERTY ON THE EAST SIDE OF COLLINS AVENUE AND TO PERMIT MODIFICATION OF THE LANDSCAPING ON THE PROPERTY ON THE EAST SIDE OF COLLINS AVENUE; AND PROVIDING FOR A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the resolution.

Chair Lecour read the process and rulings of a quasi-judicial hearing.

Recording Clerk Benjamin confirmed that compliance with advertising notice requirements have been met.

Attorney Miller asked the Board if anyone had ex-parte communications with the Applicant or any objector. All answered no.

Recording Clerk Benjamin swore in the people who wished to speak on the item.

Town Planner Sinatra presented the item. Staff is recommending approval. Alexander Tachmes representing Shutts and Bowen gave a detailed presentation on the plan.

Chair Lecour opened the public hearing. No one wishing to speak Chair Lecour closed the public hearing.

Board Member Gutierrez made a motion to recommend approval of the resolution to the Planning and Zoning Board. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

Future meeting dates were discussed. The June and July meetings will be combined and the meeting date will be July 18, 2016.

Board Member Gutierrez made a motion to add pitch roof as a discussion item. The motion received a second from Vice Chair Frankel and all voted in favor with Board Member Glynn absent.

Board Member Gutierrez believes that when adding a pitch roof there is a disadvantage and explained the height needed. This item will be brought up again at Planning and Zoning.

**6. ADJOURNMENT.**

There being no further business to come before the Design Review Board the meeting adjourned at 7.54 p.m.

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Chair Lindsay Lecour

Attest:

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk



## PLANNING AND ZONING BOARD

**MINUTES**  
**May 25, 2016**  
**7:00 PM**

**1. CALL TO ORDER**

Chair Lindsay Lecour called the meeting to order at 7:54 pm.

**2. ROLL CALL**

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Brian Rollar. Board Member Peter Glynn was absent. Commissioner Daniel Gielchinsky attended as liaison.

**3. APPROVAL OF MINUTES: April 28, 2016**

Vice Chair Frankel made a motion to approve. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

**4. QUASI-JUDICIAL APPLICATION:**

**A. 9011 COLLINS AVENUE**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD; RECOMMENDING APPROVAL OF A SITE PLAN AMENDMENT APPLICATION, FOR THE PROPERTY LOCATED AT 9011 COLLINS AVENUE, SURFSIDE, FL 33154; PURSUANT TO SECTION 90-41 ET SEQ. OF THE ZONING CODE; TO PERMIT AN ADDITIONAL SWIMMING POOL AT THE REAR OF THE PROPERTY ON THE EAST SIDE OF COLLINS AVENUE AND TO PERMIT MODIFICATION OF THE LANDSCAPING ON THE PROPERTY ON THE EAST SIDE OF COLLINS AVENUE; AND PROVIDING FOR A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the resolution.

Chair Lecour said the process and rulings of a quasi-judicial hearing as stated before at the Design Review Board meeting apply here at the Planning and Zoning Board meeting.

Chair Lecour asked the Board if they needed to hear the presentation again from the applicant. The Board all answered no.

Chair Lecour opened the public hearing. No one wishing to speak Chair Lecour closed the public hearing.

Vice Chair Frankel made a motion to approve. The motion received a second from Board Member Rollar and all voted in favor with Board Member Glynn absent.

**5. DISCUSSION ITEMS:**

**1. Roof Pitch**

Chair Lecour went over the code as it is written and said pitched roof houses are at a disadvantage compared to a flat roof which pushes people to go with flat roofs. The Board discussed room heights with a flat roof vs. pitched roof. There was further discussion regarding heights of a roof and roof decks. Vice Chair Frankel suggested a visual scale of the two roof styles. The Board supported to go forward with an ordinance. Board Member Rollar asked if we are encouraging more pitched roofs or just leveling the playing field. Chair Lecour said we are trying to level it as everyone has different preferences.

**2. Future Agenda Items**

Town Planner Sinatra gave an update as to where we are going with the sea level rise issue. Town Manager gave a few details on the newly formed Sustainability Subcommittee of Planning and Zoning. Chair Lecour asked how to move forward on these issues. Commissioner Gielchinsky said the Commission looked at the list the Board submitted but none were identified as a priority as all seemed important. The issues of sidewalks were discussed and Chair Lecour suggested a civil engineer come up with a visual plan. Town Manager said at the June Commission meeting traffic will be discussed. Chair Lecour asked if we could get the cost of a civil engineer's design of sidewalks, one way streets and traffic. Board Member Rollar agreed that a visual presentation would be helpful. Chair Lecour asked Commissioner Gielchinsky if he would help them get funding from the Commission for this item and he said he would advocate for the Board.

**6. ADJOURNMENT.**

There being no further business to come before the Planning and Zoning Board the meeting adjourned at 8.31 p.m.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Chair Lindsay Lecour

Attest:

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk



## Town of Surfside

# Planning and Zoning Communication

**Agenda Date:** July 18, 2016

**Subject:** 9300-9380 Collins Avenue Townhomes

**From:** Guillermo Olmedillo, Town Manager  
Sarah Sinatra Gould, AICP, Town Planner

**Table of Contents:**

1. Request & Recommendation
2. Site Plan Report
3. Development Impact Committee Report
4. Resolution
5. Site Plan Package

**REQUEST:**

The agent for the applicant, Neisen Kasdin of Akerman, LLP on behalf of the owner, Caton Realty Holdings LLC is proposing a site plan for the construction of 68 townhouse units generally located on the west side of Collins Avenue between 93<sup>rd</sup> Street and 94<sup>th</sup> Street with the addresses of 9300-9380 Collins Avenue. There were approximately 100 multifamily units within this property. The units have either already been demolished or will be demolished. The facade of the building at 9340 Collins Avenue will remain to function as the lobby for the townhouses. This building has been deemed historic by Miami Dade County. The staff report from the Miami Dade Office of Historic Preservation detailing the conditions of approval from the County is included in this report.

The Development Impact Committee (DIC) met in an open, advertised, televised session on May 23, 2016 to discuss this application. The applicant made proffers to the Town and impacts of the project to the Town were discussed.

The proposed 68 units are three story structures with roof top amenities and forecourts in the fronts of the units. The historic structure will serve as the lobby to the building and a plaque will be affixed to the front of the structure identifying the building as historic.

### **STAFF RECOMMENDATION**

**Recommendation:** Staff recommends that the Planning and Zoning Board recommend approval of the site plan amendment application.

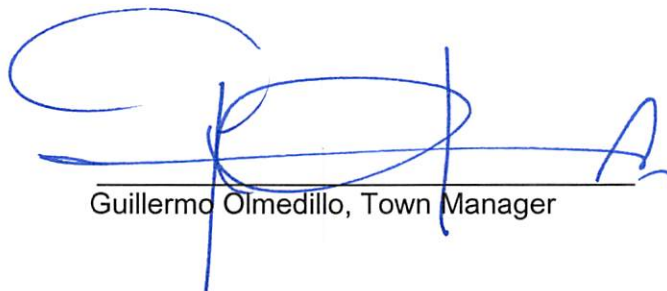
**Budget Impact:** The developer has proffered voluntary contributions listed in the attached memo to mitigate off-site impacts.

**Growth Impact:** The proposed development will have a total of 304,444 gross square feet replacing 81,014 gross square feet that has or will be demolished for an overall increase of 223,430 gross square feet. The maximum density of the property will permit 135 units. The applicant is proposing 68 units, however 100 units were previously existing on this property. Of those units some have already been demolished and the remainder will be demolished during the construction of the townhouses. Therefore, the site will have 32 less units than the previous configuration.

**Staff Impact:** The applicant has funded the review through the cost recovery process and the building permit review will be funded through the building permit fees.



\_\_\_\_\_  
Sarah Sinatra Gould, AICP, Town Planner



\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

# **SITE PLAN REPORT**

**SITE PLAN INFORMATION:**

Address	9300-9380 Collins Avenue
General Location	West side of Collins Avenue between 93 <sup>rd</sup> and 94 <sup>th</sup> Streets
Property Size	TOTAL: 2.89 gross acres
Zoning District	H40
Adjacent Zoning Districts	H40 & Municipal to the north, south and west H120 to the east
Future Land Use	Moderate Density Residential Tourist and Parking
Density Permitted	58 dwelling units per acre X 2.73 acres = 158 units X 15%(reduction in density based on aggregation)  TOTAL PERMITTED= 135 dwelling units
Density Proposed	TOTAL PROPOSED: 68 dwelling units
Number of parking spaces	TOTAL Provided: 155 spaces  TOTAL Required: 155 spaces

**ZONING CODE, APPLICABLE REQUIREMENTS****Sec. 90.42**

Minimum Unit Sizes	Minimum Required	Proposed
Two-bedroom	950 square feet	1,695 square feet
Three-bedroom	1150 square feet	1,625 square feet

**Sec. 90.43**

Maximum Building Heights	Maximum Required	Proposed
H40	40 feet maximum	40 feet

**Sec. 90.44**

Modification of Height	Maximum Permitted		Proposed	Must be of high architectural quality integral to the design of the building
H40	12 ft.	10% of roof area	9.8% of roof 12 feet	The mechanical equipment, rooftop decks and parapet walls meet these criteria.

**Sec. 90.45(b)**

<b>Minimum Required Setbacks</b>		<b>Proposed</b>
Front (Collins Avenue)	20 ft	20 ft
Side (93 <sup>rd</sup> and 94 <sup>th</sup> Streets)	10ft – H40 district	10 ft
Rear	10 ft	10 ft

**Sec. 90.47.1 Yards generally, allowable projections**

<b>Required</b>	<b>Proposed</b>
Every part of a required yard shall be open to the sky, except ordinary projections of sills, cornices, roof eaves and ornamental features may project not more than 24 inches into any required yard.	Projections not proposed

**Sec. 90.49**

<b>Lot Standards</b>	<b>Required</b>	<b>Proposed</b>
Minimum Lot width	50 feet	560 Feet
Minimum Pervious area	20%	20%

**Sec. 90.50.1(2)**

<b>Architecture</b>	<b>Required</b>	<b>Proposed</b>
All elevations for new structures and multi-story additions (additions greater than fifteen (15) feet in height)	Minimum of 10% wall openings including windows, doors or transitional spaces defined by porches, porticoes or colonnades.	Project meets or exceed 10% wall openings
Roof materials are limited as follows:	<ul style="list-style-type: none"> <li>a. Clay Tile; or</li> <li>b. White concrete tile; or</li> <li>c. Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is granted approval by the Design Review Board;</li> <li>d. Architecturally embellished metal if granted approval by the Design Review Board; or</li> <li>e. Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.</li> </ul>	Roof deck includes a community pool as well as separate roof top terraces for the individual units.

**Sec. 90.50.2 (3)**

<b>Roof Deck Provisions</b>	<b>Required</b>	<b>Proposed</b>
Roof Decks are limited to	a. Maximum 70% of the aggregate roof area;	64 %
	b. Shall not exceed the maximum roof height required by any abutting property's zoning designation;	40 feet
	c. Minimum setback of 10 feet from the roofline on all sides	10 feet with railing provided

**Sec. 90.51(1)**

<b>Maximum frontage of buildings</b>	<b>Required</b>	<b>Proposed</b>
H40	For every 75 feet, a minimum 6 foot change in wall plane.	After 75 feet there is a 6 foot horizontal change in wall plane

**Sec. 90.61.1**

<b>Paving in front and rear yards in H30 &amp; H40 Districts</b>	<b>Required</b>	<b>Proposed</b>
Front setbacks, amount that may be paved with any type of material that is not readily permeable by rainwater and groundwater.	Maximum 50% paved	25%
Front Yard Landscaping	Minimum 30%	57%
Rear Yard Landscaping	Minimum 20%	50%

**Sec. 90.67.2**

	<b>Required</b>	<b>Proposed</b>
<b>Underground utilities</b>	All utilities including telephone, cable, and electrical systems shall be installed underground.	The lines will be installed underground.

**Sec. 90.77(c)**

<b>Off-Street Parking</b>	<b>Minimum Required</b>	<b>Proposed</b>
	155 Spaces	155 Spaces

**Sec. 90.83**

<b>Off-Street Loading</b>	<b>Minimum Required</b>	<b>Proposed</b>
Multifamily building 20,000 – 100,000 square feet	2 space on site	2 spaces



**Sec. 90.91**

<b>Vegetative Provisions</b>	<b>Minimum Required</b>	<b>Proposed</b>
Xeriscape in pervious area	40%	40%

**Sec. 90.91.2**

<b>Buffers</b>	<b>Application meets or exceeds all requirements.</b>
Landscape buffer adjacent to streets and abutting properties	

**Sec. 90.93**

<b>Open Space</b>	<b>Application meets or exceeds all requirements.</b>
-------------------	---

# **DEVELOPMENT IMPACT COMMITTEE REPORT**

## **DEVELOPMENT IMPACT COMMITTEE MEETING**

The Development Impact Committee (DIC)\* met on May 23, 2016 to discuss the application for the 9300-9380 Collins Avenue ("the Project"). The DIC meeting was attended by the following:

**Staff Attendees:**

- Guillermo Olmedillo, Town Manager
- Joe Kroll, Public Works Director
- Linda Miller, Town Attorney
- Jane Graham, Assistant Town Attorney
- Nancy Stroud, Consulting Attorney
- Melissa Baum, Legal Intern
- Sarah Sinatra Gould, Town Planner
- Bill Tesauro, Landscape Reviewer
- Captain Yero, Police
- Tim Millan, Parks and Recreation Director
- Ross Prieto, Building Official
- Duncan Tavares, Director of Tourism, Economic Development & Community Services

**Applicant Attendees:**

- Menachem Boymelgreen, Owner
- Neisen Kasdin, Akerman, LLP
- Matthew Barnes, Akerman, LLP
- Alfonso Jurado, Arquitectonica
- Talia Giannone, Arquitectonica

**Citizen Attendees (who signed in):** None

No additional conditions were suggested as a part of this application.

---

**\*NOTE:** The DIC meetings are televised on the Town's Channel 77 and are well on the Town's website and posted on Town Hall.

The following proffers were discussed:

1. A recorded covenant that states that the landscaping material and designed approved per the site plan shall not be modified without a site plan amendment. Materials may be changed out due to maintenance, but shall be reinstalled with the same materials per the approved site plan.
2. The fencing approved on the site plan encroaching into the buffer shall not be modified without a site plan amendment.
3. The underground utilities on the approved site plan shall be installed without alternatives. The applicant shall demonstrate the underground utilities will be accommodated in the configuration proposed prior to a foundation permit.
4. The applicant shall install a plaque on the exterior of the historic building notifying the public of the historic designated building.

The applicant proposed a \$45,000 contribution to the Town.

# **RESOLUTION**

**RESOLUTION NO. 16-Z-0\_\_**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD; RECOMMENDING APPROVAL OF A SITE PLAN TO PERMIT THE DEVELOPMENT OF PROPERTY LOCATED ON THE WEST SIDE OF COLLINS AVENUE BETWEEN 93RD STREET AND 94TH STREET WITH THE ADDRESSES OF 9300-9380 COLLINS AVENUE FOR 68 TOWNHOUSE UNITS WITH CONDITIONS OF APPROVAL; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**I. RECITALS.**

**WHEREAS, CATON REALTY HOLDING, LLC (“Applicant”), Manager of the properties located at 9300-9380 Collins Avenue, Surfside, FL 33154, with a general location of the west side of Collins Avenue between 93th Street and 94th Street, Surfside, FL, (the “Property”) submitted an “Application” (Attachment “A”) on February 17, 2016, requesting site plan approval from the Town of Surfside, Florida for a development of 68 townhouse units on behalf of multiple owners more specifically described in Exhibit “A”; and**

**WHEREAS, the Property is currently developed with 100 multifamily units which are proposed to be or have been demolished; and the building façade at 9340 Collins Avenue has been designated as historic by the Miami-Dade County Historic Preservation Board and it will remain and function as the lobby for the townhouse development; and**

**Plans are on file and may be examined in the Building Department entitled “9300-9380 Collins Avenue,” which plans may be modified at public hearing (hereinafter referred to as the “Plans”) prepared by Arquiteonica consisting of Plan sheets A0.000, A0.101, A0.102, A0.103, A0.104, A0.105, A0.106, A1.100, A1.101, A1.102, A1.103, A1.104, A1.105, A2,101, A3,101, A4.101, R1.101, R1.102, R1.103, R1.104, R1.105, C-1, C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8, C-9, C-10, C-11, TD-1, L-1, L-2, L-3, L-4, L-5, L-6, L-7, L-8, IRR-1, IRR-2, IRR-3.**

**Legal Description: See attached Attachment “B” “Legal Description”**

**ADDRESS: 9300-9380 Collins Avenue, Surfside, FL 33154**

**WHEREAS**, on May 23, 2016, the Town's Development Impact Committee, after notice posted on the Town's website, met in a televised meeting, reviewed the Application and made discussed the application and provided guidance to the Applicant regarding the criteria set forth in the Town's Zoning Code; and

**WHEREAS**, on July 18, 2016, the Planning & Zoning Board, at a duly noticed and televised quasi-judicial public hearing, after reviewing the Application and hearing from its professional staff, the Applicant, and members of the public, considered the requirements of the Town Zoning Code and the Application's consistency with the Town of Surfside's Comprehensive Plan and recommended the Application for approval with conditions by the Town Commission; and

**NOW THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING BOARD OF THE TOWN OF SURFSIDE, FLORIDA, APPLICABLE TO APPLICANT, ITS SUCCESSORS AND/OR ASSIGNS, AS FOLLOWS:**

**II. INCORPORATION OF RECITALS AND FINDINGS OF FACT.**

- A. All recitals set forth above are incorporated into the body of this Resolution as if same were fully set forth herein.
- B. The Planning and Zoning Board finds that the proposed Site Plan is in compliance with the requirements and criteria set forth in the applicable Town Code and the Comprehensive Plan, and recommends to the Town Commission that the Site Plan be approved with conditions of approval as stated below.

**III. APPROVAL AND CONDITIONS OF APPROVAL.**

- A. The Applicant's request for approval of the site plan, consisting of 68 townhouse units, is recommended to be granted with conditions.

This recommendation of approval incorporates the conditions of approval as provided in the staff report from the Miami Dade Office of Historic Preservation, attached as Attachment "C" hereto and made a part hereof.

- B. The following are also recommended to be included as conditions of approval.
  - 1. A recorded covenant that states that the landscaping material and designed approved per the site plan shall not be modified without a site plan amendment. Materials may be changed out due to maintenance, but shall

be reinstalled with the same materials per the approved site plan.

- 2. The fencing approved on the site plan encroaching into the buffer shall not be modified without a site plan amendment.
- 3. The underground utilities on the approved site plan shall be installed without alternatives. The Applicant shall demonstrate the underground utilities will be accommodated in the configuration proposed prior to a foundation permit.
- 4. The Applicant shall install a plaque on the exterior of the historic building notifying the public of the historic designated building.
- 5. The Applicant's voluntary proffer to contribute the following to the Town, to be paid prior to the issuance of the first building permit:
  - i. Replacement of two police vehicles at \$35,000 each for a total of \$70,000;
  - ii. Big Belly Solar receptacles, total of \$22,500; and
  - iii. One, new dog station at the Paws Up Dog Park, total of \$8,000.

**IV. SEVERABILITY CLAUSE.** In the event any portion or section of this Resolution is determined to be invalid, illegal or unconstitutional by a court or agency of competent jurisdiction, such decision shall in no way affect the remaining portions of this Resolution, which shall remain full force and effect.

**V. EFFECTIVE DATE.** This Resolution shall become effective upon adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Motion by Planning and Zoning Board Member \_\_\_\_\_,

Second by Planning and Zoning Board Member \_\_\_\_\_

**FINAL VOTE ADOPTION**

Member Peter Glynn \_\_\_\_\_

Member Richard Iacobacci \_\_\_\_\_

Member Brian Roller \_\_\_\_\_

Vice Chair Judith Frankel \_\_\_\_\_

Chair Lindsay Lecour \_\_\_\_\_

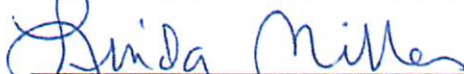
\_\_\_\_\_  
Lindsay Lecour, Chair

ATTEST:

---

Sandra Novoa, MMC  
Town Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR  
THE TOWN OF SURFSIDE ONLY:



---

Linda Miller, Town Attorney





DRB Meeting	___/___/20__
Application / Plans Due	___/___/20__

TOWN OF SURFSIDE  
 FEB 17 16 02:24PM  
 TOWN OF SURFSIDE  
 FEB 16 02:44PM


**TOWN OF SURFSIDE  
MULTI-FAMILY AND NON-RESIDENTIAL SITE-PLAN APPLICATION**

complete submittal includes all items on the "Multifamily and Non-Residential Site-Plan Application Submission Checklist" document as well as completing this application in full. The owner and agent must sign the application with the appropriate supplemental documentation attached. Please print legibly in ink or type on this application form.

<b>PROJECT INFORMATION</b>	
OWNER'S NAME	Caton Realty Holdings, LLC. See Exhibit A for additional ownership information
PHONE / FAX	786-802-7980
AGENT'S NAME	Neisen Kasdin, Akerman LLP
ADDRESS	987 SE 7th Street, 10th Floor, Miami, FL 33131
PHONE / FAX	305-374-5600 / 305-374-5095
PROPERTY ADDRESS	9380, 9372, 9364, 9348, 9340, 9322, 9316 and 9300 Collins Avenue
ZONING CATEGORY	H40
DESCRIPTION OF PROPOSED WORK	demolition of all existing improvements, construction of 3-story residential building see enclosed letter of intent for further details

<b>INTERNAL USE ONLY</b>			
Date Submitted	_____	Project Number	_____
Report Completed	_____	Date	_____
Fee Paid	\$ _____		

<b>ZONING STANDARDS</b>	Required	Provided
Plot Size	_____	_____
Setbacks (F/R/S)	_____ _____ _____	_____ _____ _____
Lot Coverage	_____	_____
Height	_____	_____
Pervious Area	_____	_____


 \_\_\_\_\_ 02/11/16 \_\_\_\_\_ 2/11/16  
 SIGNATURE OF OWNER                      DATE                      SIGNATURE OF AGENT                      DATE



**TOWN OF SURFSIDE**  
**MULTI-FAMILY AND NON-RESIDENTIAL SITE-PLAN APPLICATION**  
**PLANNING AND ZONING BOARD Rules and Procedures (June 2002)**

The Planning and Zoning Board shall generally meet the last Thursday of each month at 7:00 pm. at Town Hall.

Plans and completed applications (including all supporting documentation) must be submitted to the Building Department at least 21 days prior to the meeting, with the payment of applicable fees (example: \$200.00 for Plan Review for Zoning), at which time they will be considered. Incomplete plans and applications will not be processed.

The applicant or duly authorized agent (per ownership affidavit) must be present at the meeting. If there are no applications for consideration by the Planning and Zoning Board, the monthly meeting may be cancelled at the discretion of the Chairman of the Board.

Please advise the name of the Representative who will attend the hearing on behalf of this application:

Neisen Kasdin

NAME OF REPRESENTATIVE

DATE



**TOWN OF SURFSIDE**  
**SUBMISSION CHECKLIST**  
**MULTI-FAMILY AND NON-RESIDENTIAL SITE-PLAN APPLICATION**

Project Name \_\_\_\_\_ Project Number \_\_\_\_\_

**SUBMITTAL REQUIREMENTS FOR REVIEW:**

- Completed "Multi-Family and Non-Residential Site Plan Application" form
- Application fee: \$12,000 made out to "Town of Surfside"
- Ownership Affidavit
- Recent photographs of the subject property and all abutting, diagonal and fronting properties visible from the street (to be provided prior to Design Review Board Meeting)

**FOR THE FOLLOWING PLEASE PROVIDE:**

- Two (2) full sized sets (24" x 36" sheets) of complete design development drawings signed and sealed
- One (1) CD, with site plan in PDF format, or other common windows based format.
- *Provided prior to Design Review Board Meeting - Fifteen (15) reduced sized sets (11" x 17" sheets) of the complete design development drawings*
- Site Plan (Minimum scale of 1" = 20').  
Please show / provide the following:
  - A legal description, including the section, township, and range or subdivision lot and block.
  - Site boundaries clearly identified, and ties-to-section corners
  - Proposed uses
  - Location and height of all structures and total floor area with dimensions to lot lines, and designations of use
  - Building separations
  - Vehicular circulation system for cars, bicycles, and other required vehicle types, with indication of connection to public rights-of-way
  - Location of all parking and loading areas
  - All adjacent rights-of-way, with indication of ultimate right-of-way line, center line, width, paving width, existing median cuts and intersections, street light poles, and other utility facilities and easements
  - Location of all cross streets and driveways within three hundred fifty (350) feet of property limits
  - Pedestrian circulation system
  - Provider of water and wastewater facilities
  - Existing and proposed fire hydrant location
  - The following computations:
    - o Gross acreage
    - o Net acreage

Cont.



- Gross acreage covered by the property excluding road easements and rights-of-way, if any
  - Number of dwelling units and density for residential uses only
  - Square footage of ground covered by buildings or structures and designation of use.
  - Required number of parking spaces
  - Number of parking spaces provided
  - Pervious, impervious and paved surface, in square footage and percentage
  - Site Plan location sketch, including section, township, and range, showing adjacent property owners
  - Geometry of all paved areas including centerlines, dimensions, radii, and elevations
  - Location of trash and garbage disposal system and provisions for accessibility to garbage trucks
  - Loading areas and provisions for accessibility to vehicles of the required type
  - Areas for emergency vehicles and fire engines, and provisions for accessibility to vehicles of the required type
  - Number of sets required shall be determined by Town Staff.
  - Other such information as required by the Town.
- Survey. A survey less than one (1) year old (including owner's affidavit that no changes have occurred since the date of the survey). The survey shall be prepared by a Florida registered land surveyor, certified as to meeting the requirements of the applicable Section of the Florida Administrative Code, reflecting existing natural features, such as topography, vegetation, existing paving, existing structures, and water bodies
- Landscape Plan and Irrigation Plan  
Please show / provide the following:
- landscape calculations (required and provided)
  - existing tree survey with indication of existing native vegetation that will be preserved
  - proposed and existing landscaping
- Lighting Plan  
Please show / provide the following:
- photometric measurements
  - Lighting details and spillage onto adjacent properties and rights-of-way
- Sign Plan for all signs which will be on site  
Please show / provide the following:
- Show dimensioned locations and mounting details of signs on building elevations and locations of signs on site plan
  - Note colors, materials, lighting and dimensions
  - Show dimensions and square footages (proposed and existing)
  - Identify materials and colors – background, trim/border, and copy
  - Show fonts and graphics
- Pavement markings and traffic signing plan
- Schematic water and sewer plan  
Please show / provide the following:
- Location and size of all mains and lift stations



Cont.

- Paving and drainage plans  
Please show / provide the following:
  - location of all drainage features and retention areas, if any
  
- Architectural Elevations (Minimum scale of 1/8" = 1')  
Please show / provide the following:
  - Separate elevations of all sides of existing and proposed buildings with all dimensions, including height.
  - Label exterior materials, color, texture and trim, roof material, Roof color and pitch, windows, doors, screens, skylights and all exposed mechanical equipment and screening
  - Provide color elevations, showing all material finishes, textures and landscaping for all elevations of the proposed building(s) and structure(s), which should include at a minimum:
    - All exterior materials, colors and finishes, keyed to samples provided
    - Roof slopes and materials including specifications and color
    - Detail of doors, windows, garage doors
    - Dimensions of structure(s) - height, width, and length
    - Deck, railing, stairs details including materials, colors, finishes, and decorative details
    - Exposed foundation treatment
    - Gutters and eaves
  
- Provide samples of colors and/or materials mounted on a display board (to be provided prior to Design Review Board Meeting)
  
- Such additional data, maps, plans, or statements as the Town may require to fully describe and evaluate the particular proposed plan

**Exhibit "A"**  
**Property Ownership Information**

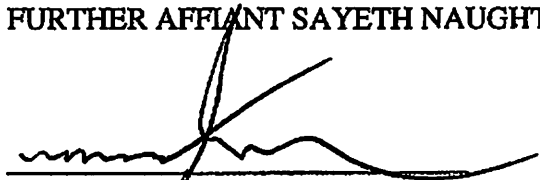
Property Owner	Address	Folio
9380 Collins Ave LLC	9380 Collins Ave	14-2235-006-0300
The Gross Group LLC	9372 Collins Ave	14-2235-006-0290
The Gross Group LLC	9364 Collins Ave	14-2235-006-0280
The Gross Group LLC	9348 Collins Ave	14-2235-006-0270
9340 Collins Ave LLC	9340 Collins Ave	14-2235-006-0260
9316 Collins Avenue LLC	9322 Collins Ave	14-2235-006-0250
9316 Collins Avenue LLC	9316 Collins Ave	14-2235-006-0240
9348 Collins Avenue LLC	9300 Collins Ave	14-2235-006-0220

**Affidavit of Ownership**

I, mesachem Boyne/gilbert, am over the age of 21 and otherwise am *sui juris*, and being duly sworn, allege and state:

- I am a Manager of Caton Realty Holdings, LLC.
- Caton Realty Holdings, LLC is the Manager of 9380 Collins Ave, LLC.
- 9380 Collins Ave, LLC is the owner of the real property located at 9380 Collins Avenue.
- 9380 Collins Avenue is further identified by the Miami-Dade County Property Appraisers Office by Folio Number 14-2235-006-0300 (the "Property").
- I understand that Caton Realty Holdings, LLC is submitting an application to the Town of Surfside for approval of plans to redevelop the Property.
- I hereby authorize Caton Realty Holdings, LLC and its designees, to take the steps necessary to obtain the development approvals for the Property in accordance with said plans.


FURTHER AFFLIANT SAYETH NAUGHT.

  
 \_\_\_\_\_  
 signature

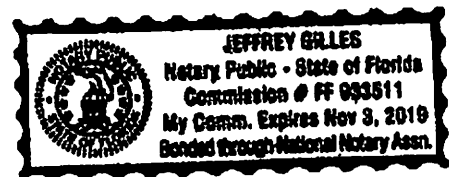
mesachem Boyne/gilbert, Manager of Caton Realty Holdings, LLC

STATE OF FL  
COUNTY OF Dade

The foregoing instrument was acknowledged before me by 2/11/16, who is personally known to me or has produced Driver License as identification.

  
 \_\_\_\_\_  
 My commission expires Nov 3, 2019

Notary Public, State of



**Affidavit of Ownership**

I, Megashen Boymergren, am over the age of 21 and otherwise am *sui juris*, and being duly sworn, allege and state:

- I am a Manager of Caton Realty Holdings, LLC.
- Caton Realty Holdings, LLC is the Manager of The Gross Group, LLC.
- The Gross Group, LLC is the owner of the real property located at 9372, 9364 and 9348 Collins Avenue.
- 9372, 9364 and 9348 Collins Avenue are further identified by the Miami-Dade County Property Appraisers Office by Folio Numbers 14-2235-006-0290, 14-2235-006-0280 and 14-2235-006-0270, respectively (the "Properties").
- I understand that Caton Realty Holdings, LLC is submitting an application to the Town of Surfside for approval of plans to redevelop the Properties.
- I hereby authorize Caton Realty Holdings, LLC and its designees, to take the steps necessary to obtain the development approvals for the Properties in accordance with said plans.

FURTHER AFFIANT SAYETH NAUGHT.

  
 \_\_\_\_\_  
 signature

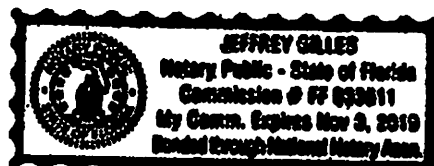
Megashen Boymergren, Manager of Caton Realty Holdings, LLC

STATE OF FL  
 COUNTY OF Dade

The foregoing instrument was acknowledged before me by 0-11-16 who is personally known to me or has produced Driver License as identification.

My commission expires Nov. 3, 2019

Notary Public, State of



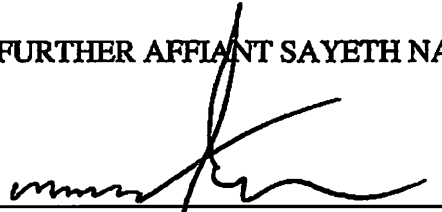


**Affidavit of Ownership**

I, Michael Boymergreen, am over the age of 21 and otherwise am *sui juris*, and being duly sworn, allege and state:

- I am a Manager of Caton Realty Holdings, LLC.
- Caton Realty Holdings, LLC is the Manager of 9340 Collins Ave, LLC.
- 9340 Collins Ave, LLC is the owner of the real property located at 9340 Collins Avenue.
- 9340 Collins Avenue is further identified by the Miami-Dade County Property Appraisers Office by Folio Number 14-2235-006-0260 (the "Property").
- I understand that Caton Realty Holdings, LLC is submitting an application to the Town of Surfside for approval of plans to redevelop the Property.
- I hereby authorize Caton Realty Holdings, LLC and its designees, to take the steps necessary to obtain the development approvals for the Property in accordance with said plans.

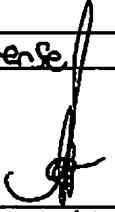
FURTHER AFFIANT SAYETH NAUGHT.

  
signature

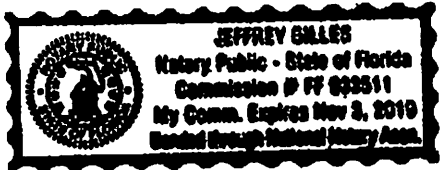
Michael Boymergreen, Manager of Caton Realty Holdings, LLC

STATE OF FL  
COUNTY OF Dade

The foregoing instrument was acknowledged before me by 2-11-16, who is personally known to me or has produced Driver License as identification.

  
My commission expires Nov 3, 2019

Notary Public, State of



**Affidavit of Ownership**

I, Michael Boye 1982, am over the age of 21 and otherwise am *sui juris*, and being duly sworn, allege and state:

- I am a Manager of Caton Realty Holdings, LLC.
- Caton Realty Holdings, LLC is the Manager of 9348 Collins Ave, LLC.
- 9348 Collins Ave, LLC is the owner of the real property located at 9348 Collins Avenue.
- 9348 Collins Avenue is further identified by the Miami-Dade County Property Appraisers Office by Folio Number 14-2235-006-0220 (the "Property").
- I understand that Caton Realty Holdings, LLC is submitting an application to the Town of Surfside for approval of plans to redevelop the Property.
- I hereby authorize Caton Realty Holdings, LLC and its designees, to take the steps necessary to obtain the development approvals for the Property in accordance with said plans.

FURTHER AFFIANT SAYETH NAUGHT.

*[Handwritten Signature]*  
signature

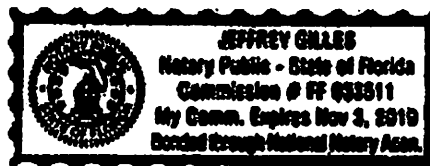
Michael Boye 1982, Manager of Caton Realty Holdings, LLC

STATE OF FL  
COUNTY OF Dade

The foregoing instrument was acknowledged before me by 2-11-16 who is personally known to me or has produced Driver License as identification.

My commission expires NOV 3, 2016

Notary Public, State of

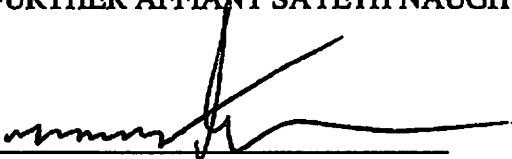


**Affidavit of Ownership**

I, Meachen Boympiglen, am over the age of 21 and otherwise am *sui juris*, and being duly sworn, allege and state:

- I am a Manager of 9316 Collins Avenue, LLC.
- 9316 Collins Ave, LLC is the owner of the real property located at 9322 and 9316 Collins Avenue.
- 9322 and 9316 Collins Avenue are further identified by the Miami-Dade County Property Appraisers Office by Folio Number 14-2235-006-0250 and 14-2235-006-0240 (the "Properties").
- I understand that Caton Realty Holdings, LLC is submitting an application to the Town of Surfside for approval of plans to redevelop the Properties.
- I hereby authorize Caton Realty Holdings, LLC and its designees, to take the steps necessary to obtain the development approvals for the Properties in accordance with said plans.


FURTHER AFFIANT SAYETH NAUGHT.

  
signature

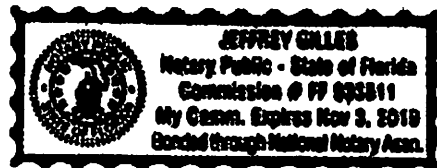
Meachen Boympiglen, Manager of 9316 Collins Avenue, LLC

STATE OF FL  
COUNTY OF Dade

The foregoing instrument was acknowledged before me by 2-11-16, who is personally known to me or has produced Driver License as identification.

  
My commission expires Nov 3,

Notary Public, State of



1008

CATON REALTY HOLDINGS LLC

PAY TO THE ORDER OF Town of Surfside DATE 2/12/16

twelve thousand dollars \$ 12,000<sup>00</sup>

**doralbank** DOLLARS

*For site plan application fee for 9300-9380 Collins Ave*

⑈001008⑈ ⑆025073082⑆ 02100014515⑈



Akerman LLP  
 One Southeast Third Avenue  
 Suite 2500  
 Miami, FL 33131-1714  
 Tel: 305.374.5600  
 Fax: 305.374.5095

February 12, 2016

Guillermo Olmedillo  
 Town Manager  
 Town of Surfside  
 9293 Harding Avenue  
 Surfside, FL 33154

RE: Site plan review for a proposed project at 9300 – 9380 Collins Avenue

Dear Mr. Olmedillo,

Our firm represents Caton Realty Holdings, LLC (the "Applicant"), the controlling corporate entity of the various companies (see Exhibit "A" of the enclosed site plan application) that own the properties which span from 93<sup>rd</sup> to 94<sup>th</sup> Streets (9300 – 9380 Collins Avenue) facing Collins Avenue, located in Surfside (the "Property").

The proposed building will be three (3) stories tall and contain 68 units, with parking provided below grade. The number of units is less than half of the permitted density under Surfside zoning regulations. The units are aimed at families – the proposed project will provide larger units than what is typically now built in new multifamily buildings.

Until recently, with the demolition of some of the buildings on the Property, the Property had 101 multifamily units. Therefore, in addition to being planned for less than half of the allowable density, the proposed project will reduce actual density by 33 units – a 32 percent reduction.

Furthermore, the prior and existing building on the Property had six (6) separate curb cuts onto Collins Avenue, including a few 90-degree parking spaces that back out directly onto Collins Avenue. The proposed project will eliminate all of the curb cuts on Collins Avenue and consolidate all vehicular access on to 93<sup>rd</sup> Street, thus greatly improving traffic flow, safety and the pedestrian environment on Collins Avenue and appropriately moving traffic on to the side street.

The reduction of the number of units on the Property will also translate to a reduction in traffic. The number of vehicular trips is projected to fall by 31 percent for daily trips and PM peak hour trips and to fall by 28 percent for AM peak hour trips. In terms of real numbers, the daily vehicular trips is expected to decrease by 211 trips per day.

In 2014, the Historic Preservation Board ("HPB") of Miami-Dade County designated the front portion, facing Collins Avenue, of the previously existing Bougainvillea Apartments at 9340

Guillermo Olmedillo

Page 2

---

Collins Avenue as a historic site. The remainder of the structure was not designated as a historic site and the preceding owner of the Property received a certificate of appropriateness to demolish the non-designated portion of the Bougainvillea Apartments and demolition has been completed.

The designated façade will serve as the lobby for the proposed building. Located near the middle of the block, the designated façade will provide a visual focal point and organizing element for the proposed building which spans the length of the entire block. The juxtaposition of the historic façade, with its Streamline Moderne style of curving forms and long horizontal lines, against the proposed architecture that is based off of rectangular shapes, provides a visually interesting focal point and an affirmation of the significance of the preceding historic architectural style of the Bougainvillea Apartments.

The proposed building complies with recent changes to the Surfside zoning regulations, which now require buildings in this zoning district to have "forecourts" along the front façade in order to break up the mass of longer buildings. In fact, the proposed building has taken advantage of the forecourt requirement to place two forecourts on both sides of the designated façade, providing greater views to and visual prominence of the designated façade.

All of the major features of the designated façade will be kept intact, including the eyebrows, the grid pattern above the upper corner windows, the rectangular concrete block vents, the portholes and the vertical fluting. The existing metal railings on the east facing façade are proposed to be matched with silver colored aluminum railings. Also, a glass railing is proposed to be added to the top of the historic façade because the roof of the historic building will be used as an outdoor terrace. The glass railing will extend one-foot above the top of the historic façade. The existing color scheme of the designated façade, which is not original, is proposed to be changed to a neutral, off-white color to be consistent with the color scheme of the proposed building.

We believe the proposed project will provide much needed family sized, multifamily residential units in Surfside and will increase the functionality and safety of Collins Avenue for both pedestrians and motorists. It also incorporates the historic façade in a way that is respectful to the significance of the Bougainvillea Apartments and serves as a centerpiece for the proposed project. We look forward to working with your professional staff during the review of the proposed project.

Sincerely,



Neisen O. Kasdin

**DAVID PLUMMER & ASSOCIATES**

TRANSPORTATION • CIVIL • STRUCTURAL • ENVIRONMENTAL

1750 PONCE DE LEON BOULEVARD, CORAL GABLES, FLORIDA 33134  
305 447-0900 • FAX: 305 444-4986 • EMAIL: DPA@DPLUMMER.COM

January 11, 2016

Mr. Mendy Boymelgreen  
Caton Owner, LLC  
3921 Alton Road, Suite 138  
Miami Beach, FL 33140  
646.319.9882  
MBoymelgreen@gmail.com**RE: Surfside Site Trip Generation Analysis- #15242**

Dear Mr. Boymelgreen,

DPA has conducted a trip generation analysis for your proposed project. The project is located on the west side of Collins Avenue between 93<sup>rd</sup> and 94<sup>th</sup> Street in Surfside, Florida. The site is currently occupied by a series of residential buildings totaling 101 units. The project is proposing a new residential building with 68 residential units. It should be noted that the maximum of units allowed under the current zoning (H40) is 144 units.

Since the proposed project will reduce the number of residential units, we have completed the trip generation comparison between existing uses of the site and the proposed use. The project trip generation was based on the rates/equations published by the Institute of Transportation Engineers (ITE) Trip Generation Manual, 9<sup>th</sup> Edition. Trip generation calculations were performed for typical weekday daily, AM and PM peak hour of the adjacent street for the proposed development. See Attachment 1 for the project trip generation worksheets. The trip generation for the project is summarized in Exhibit 1.

The site currently consists of eight residential buildings on individual properties, totaling 101 units. Trip generation calculations were performed for typical weekday daily, AM and PM peak hour of the adjacent street for each existing properties. The existing trip generation was also based on the rates/equations published by the Institute of Transportation Engineers (ITE) Trip Generation Manual, 9<sup>th</sup> Edition. Attachment 1 also includes the existing trip generation worksheets. The trip generation for the existing uses is summarized in Exhibit 2.

Page 1

**Exhibit 1  
Project Trip Generation**

Proposed ITE Land Use Designation	Number of Units	Daily Two-way Volume	AM Peak Hour Vehicle Trips			PM Peak Hour Vehicle Trips		
			In	Out	Total	In	Out	Total
Residential Condominiums/Townhouse <i>Land Use Code: 230</i>	68 Units	460	6	32	38	29	15	44
<b>Total Proposed Vehicle Trips</b>		<b>460</b>	<b>6</b>	<b>32</b>	<b>38</b>	<b>29</b>	<b>15</b>	<b>44</b>

Source: ITE Trip Generation, 9<sup>th</sup> Edition

**Exhibit 2  
Existing Trip Generation**

Existing ITE Land Use Designation	Number of Units	Daily Two-way Volume	AM Peak Hour Vehicle Trips			PM Peak Hour Vehicle Trips		
			In	Out	Total	In	Out	Total
Apartment <i>Land Use Code: 220</i>								
9380 Collins Avenue	8 Units	53	1	3	4	3	2	5
9372 Collins Avenue	13 Units	86	1	6	7	5	3	8
9364 Collins Avenue	9 Units	60	1	4	5	4	2	6
9348 Collins Avenue	9 Units	60	1	4	5	4	2	6
9340 Collins Avenue	13 Units	86	1	6	7	5	3	8
9332 Collins Avenue	8 Units	53	1	3	4	3	2	5
9316 Collins Avenue	17 Units	113	2	7	9	7	4	11
9300 Collins Avenue	24 Units	160	2	10	12	10	5	15
Total Units	101 Units							
<b>Total Existing Vehicle Trips</b>		<b>671</b>	<b>10</b>	<b>43</b>	<b>53</b>	<b>41</b>	<b>23</b>	<b>64</b>

Source: ITE Trip Generation, 9<sup>th</sup> Edition



The results of the analysis show that the proposed residential building will generate 460 daily trips and a total of 38 and 44 vehicle trips during morning and afternoon peak hours respectively. The existing uses generate 671 daily trips and a total of 53 and 64 vehicle trips during morning and afternoon peak hours respectively. The trip generation comparison is summarized in Exhibit 3.

**Exhibit 3  
Trip Generation Comparison**

Land Use Designation	Daily Two-way Volume	AM Peak Hour Vehicle Trips			PM Peak Hour Vehicle Trips		
		In	Out	Total	In	Out	Total
Proposed Uses	460	6	32	38	29	15	44
Existing Uses	-671	-10	-43	-53	-41	-23	-64
Vehicle Trips Reduction	-211	-4	-11	-15	-12	-8	-20

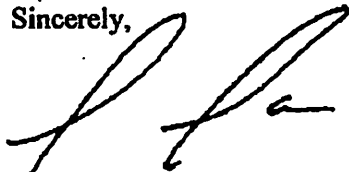
Source: ITE Trip Generation, 9<sup>th</sup> Edition

This calculation resulted in a reduction of 211 daily trips and a reduction of 15 and 20 trips during the AM and PM peak hours respectively. This represents a 31% reduction in daily trips, a 28% reduction in AM peak trips, and a 31% reduction in PM peak trips. Therefore, traffic impacts associated with the proposed development can be considered *de minimis*.

Furthermore, the project proposes to reduce the number of driveway curb cuts along Collins Avenue. Currently there are six separate curb cuts on the west side of Collins Avenue along the site. Since the project proposes all project trips to access the site on 93<sup>rd</sup> Street, there would be no proposed curb cuts on Collins Avenue. Also, there are approximately twelve existing parking spaces that back out directly onto Collins Avenue creating an unsafe condition. The proposed site will not include these parking spaces. The removal of curb cuts and of the parking spaces provides for safer driving conditions and improves traffic operations on the adjacent roadway.

We stand ready to provide any support needed for this project. Should you have any questions or comments, please call me at (305) 447-0900.

Sincerely,



Juan Espinosa, PE  
Vice-President – Transportation

Attachment

**ATTACHMENT 1**

Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Proposed

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
230: Residential Condominium / Townhouse 68 Dwelling Units [E]	460	6	32	29	15
Total Driveway Volume	460	6	32	29	15
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		6	32	29	15

Note: A zero indicates no data available.

Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 1\_9380

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 8 Dwelling Units [R]	53	1	3	3	2
Total Driveway Volume	53	1	3	3	2
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		1	3	3	2

Note: A zero indicates no data available.

Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 2\_9372

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 13 Dwelling Units [R]	86	1	6	5	3
<b>Total Driveway Volume</b>	<b>86</b>	<b>1</b>	<b>6</b>	<b>5</b>	<b>3</b>
<b>Total Peak Hour Pass-By Trips</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Peak Hour Vol. Added to Adjacent Streets</b>		<b>1</b>	<b>6</b>	<b>5</b>	<b>3</b>

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 3\_9364

---

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 9 Dwelling Units [R]	60	1	4	4	2
<hr/>					
Total Driveway Volume	60	1	4	4	2
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		1	4	4	2

---

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

**Summary of Multi-Use Trip Generation**  
**Average Weekday Driveway Volumes (Unadjusted for Internal Trips)**

Project: Surfside Site 15242  
 Phase:

Open Date:  
 Analysis Date: 1/7/2016

Description: Existing Use\_Lot 4\_9348

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 9 Dwelling Units [R]	60	1	4	4	2
<b>Total Driveway Volume</b>	<b>60</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>2</b>
<b>Total Peak Hour Pass-By Trips</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Peak Hour Vol. Added to Adjacent Streets</b>		<b>1</b>	<b>4</b>	<b>4</b>	<b>2</b>

Note: A zero indicates no data available.  
 Source: Institute of Transportation Engineers  
 Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

**Summary of Multi-Use Trip Generation**  
**Average Weekday Driveway Volumes (Unadjusted for Internal Trips)**

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 5\_9340

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 13 Dwelling Units (R)	86	1	6	5	3
Total Driveway Volume	86	1	6	5	3
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		1	6	5	3

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC



Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 6\_9332

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 8 Dwelling Units [R]	53	1	3	3	2
Total Driveway Volume	53	1	3	3	2
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		1	3	3	2

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 7\_9316

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 17 Dwelling Units [R]	113	2	7	7	4
Total Driveway Volume	113	2	7	7	4
Total Peak Hour Pass-By Trips		0	0	0	0
Total Peak Hour Vol. Added to Adjacent Streets		2	7	7	4

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

**Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)**

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: Existing Use\_Lot 8\_9300

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 24 Dwelling Units [R]	160	2	10	10	5
<b>Total Driveway Volume</b>	<b>160</b>	<b>2</b>	<b>10</b>	<b>10</b>	<b>5</b>
<b>Total Peak Hour Pass-By Trips</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Peak Hour Vol. Added to Adjacent Streets.</b>		<b>2</b>	<b>10</b>	<b>10</b>	<b>5</b>

Note: A zero indicates no data available.  
Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

**Summary of Multi-Use Trip Generation  
Average Weekday Driveway Volumes (Unadjusted for Internal Trips)**

Project: Surfside Site 15242  
Phase:

Open Date:  
Analysis Date: 1/7/2016

Description: ALL Existing Uses

ITE:Land Use	24 Hour Two-Way Volume	AM Pk Hour		PM Pk Hour	
		Enter	Exit	Enter	Exit
220: Apartments 8 Dwelling Units [R]	53	1	3	3	2
220: Apartments 13 Dwelling Units [R]	86	1	6	5	3
220: Apartments 9 Dwelling Units [R]	60	1	4	4	2
220: Apartments 9 Dwelling Units [R]	60	1	4	4	2
220: Apartments 13 Dwelling Units [R]	86	1	6	5	3
220: Apartments 8 Dwelling Units [R]	53	1	3	3	2
220: Apartments 17 Dwelling Units [R]	113	2	7	7	4
220: Apartments 24 Dwelling Units [R]	160	2	10	10	5
<b>Total Driveway Volume</b>	<b>671</b>	<b>10</b>	<b>43</b>	<b>41</b>	<b>23</b>
<b>Total Peak Hour Pass-By Trips</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Peak Hour Vol. Added to Adjacent Streets</b>		<b>10</b>	<b>43</b>	<b>41</b>	<b>23</b>

Note: A zero indicates no data available.

Source: Institute of Transportation Engineers  
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

**Legal Description:**

**LOTS 1 THROUGH 12 AND LOT 19, INCLUSIVE, BLOCK 3, "ALTOS DEL MAR NO 5", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE 92, OR THE PUBLIC RECORDS OF MIAMI/DADE COUNTY, FLORIDA.**



miamidade.gov

Regulatory and Economic Resources Department  
Office of Historic Preservation  
111 NW 1<sup>st</sup> Street, Mailbox 114 • 12<sup>th</sup> Floor  
Miami, Florida 33128  
T 305-375-4958

February 26, 2016

9340 Collins Avenue LLC  
3921 Alton Road, Suite 138  
Miami Beach, FL 33140

RE: Renovation of Bougainvillea Apartments, Special COA #2016-03-S

Dear Property Owner:

On February 24, 2016, the Miami-Dade County Historic Preservation Board approved the Special Certificate of Appropriateness (COA) application for the renovation and incorporation of Bougainvillea Apartments, located at 9340 Collins Avenue, Surfside, FL, into a new development, provided the following conditions are met:

1. The Property Owner shall, in collaboration with County Historic Preservation Staff, produce a high-quality heritage tourism brochure focused on the history of the Town of Surfside, to be completed and available for distribution prior to the final Certificate of Occupancy of the development.
2. The Property owner shall provide a publically accessible gallery and interpretive exhibit space, either within the 9340 building or at another suitable, publically accessible space within the Town, including Town Hall or the Community Center. Exhibits shall include historical photographs, memorabilia, timelines, and other materials to adequately educate residents and visitors on Surfside's history and development. Property Owner shall collaborate with County Historic Preservation Staff as to the content of the exhibit.
3. If any discrepancy exists between the plans and the elevations or renderings, actual construction shall defer to the plans.
4. Project layout shall provide a minimum of 8 feet, and preferably 10 feet, between the outermost north and south edges of the historic structure and the enclosed forecourts/patios.

The Miami-Dade County Office of Historic Preservation thanks you for your submittal of the required COA application. COA approvals are valid for one year. If the work approved in this COA has not begun by February 24, 2017, contact our office to apply for an extension. Please do not hesitate to contact us with any additional questions.

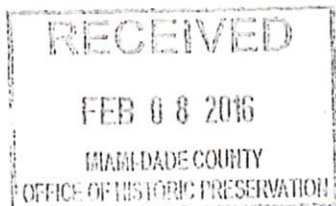
Sincerely,

A handwritten signature in black ink that reads "Sarah K. Cody". The signature is written in a cursive, flowing style.

Sarah K. Cody

Historic Preservation Planner  
Miami-Dade County

Cc: Mr. Matthew A. Barnes, AICP, Akerman LLP  
Sarah Sinatra Gould, Town Planner, Surfside



OFFICE OF HISTORIC AND ARCHAEOLOGICAL RESOURCES  
 111 NW 1<sup>ST</sup> STREET, MAILBOX 695  
 MIAMI, FL 33128  
 (305) 375-4958

APPLICATION FOR A  
**CERTIFICATE OF APPROPRIATENESS (COA)**

For Historically Designated Properties, or Properties within Historic Districts

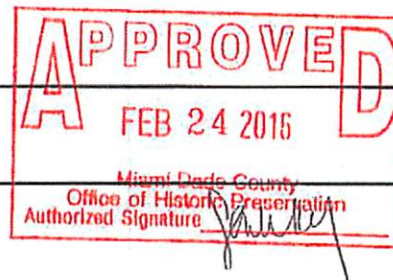
**I. PROPERTY INFORMATION** INFORMACIÓN DE LA PROPIEDAD

ADDRESS 9340 Collins Avenue CITY Surfside ZIP 33154  
 (Dirección) (Ciudad) (Zip)

SITE DESIGNATION NAME (if applicable) Bougainvillea Apartments  
 (Nombre del Edificio)

DISTRICT NAME (if applicable) not applicable  
 (Nombre del Distrito)

FOLIO NUMBER 14-2235-006-0260  
 (Numero de Folio)



**II. APPLICANT INFORMATION** INFORMACIÓN DEL SOLICITANTE

NAME OF OWNER 9340 Collins Ave, LLC PHONE (teléfono) 786-802-7980  
 (Nombre de Dueño)

ADDRESS 3921 Alton Road, Suite 138 EMAIL mboymelgreen@gmail.com  
 (Dirección) Miami Beach, FL 33140 (correo electrónico)

NAME OF APPLICANT (if other than owner) Akerman, LLP - Neisen Kasdin  
 (Nombre del Solicitante)

CONTACT PHONE 305-374-5600 EMAIL neisen.kasdin@akerman.com  
 (Teléfono)

APPLICANT IS:  OWNER  RENTER/LEASEE  CONTRACTOR  LEGAL AGENT  
 (Solicitante es:) (Dueño) (Inquilino) (Contratista) (Representante legal)

**FOR OFFICE USE ONLY**  
 Solamente por uso de oficina

APPLICATION# 2016-03-S DATE RECEIVED 2/18/16 STAFF INITIALS SKC  
 ("R" for Regular, "S" for Special)

APPROVED APPROVAL DATE 2/24/16  
 DENIED  
 APPROVED WITH CONDITIONS BOARD DATE 2/24/16  
 (see attached conditions sheet)



OFFICE OF HISTORIC AND ARCHAEOLOGICAL RESOURCES  
 111 NW 1<sup>st</sup> STREET, MAILBOX 695  
 MIAMI, FL 33128  
 (305) 375-4958

**III. PROJECT TYPE TIPO DE PROYECTO**

**PLEASE CHECK ALL THAT APPLY:**  
*(Por favor marque todos que aplican)*

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> New Construction <i>(construcción nueva)</i>         | <input type="checkbox"/> Paint <i>(pintura)</i>                                |
| <input type="checkbox"/> Restoration/Rehabilitation <i>(restauración)</i>                | <input type="checkbox"/> Repairing Existing <i>(reparación)</i>                |
| <input checked="" type="checkbox"/> Relocation/Moving a Structure <i>(traslado)</i>      | <input type="checkbox"/> Landscaping <i>(areas verdes)</i>                     |
| <input type="checkbox"/> Demolition <i>(demolición)</i>                                  | <input type="checkbox"/> Interior Work Only<br><i>(Únicamente el interior)</i> |
| <input type="checkbox"/> Excavation/<br>Ground Disturbing Activities <i>(excavación)</i> |  |

**IV. PROJECT DESCRIPTION DESCRIPCIÓN DE PROYECTO**

Please describe in detail the proposed project, including any new construction, demolition, the removal or replacement of existing materials, and all other proposed changes to the current structure. Attach an additional sheet if necessary.  
*Por favor describa el proyecto en detalle. Adjuntar pagina adicional si es necesario. Por favor describir el proyecto en ingles.*

See enclosed cover letter.

**CHECK ANY STRUCTURAL SYSTEMS OR ELEMENTS THAT WILL BE AFFECTED BY THIS PROJECT:**  
*Marque el sistema estructural o componente que sera afectado por este proyecto:*

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Roof<br><i>(techo)</i>       | <input checked="" type="checkbox"/> Foundation<br><i>(cimiento)</i>                               | <input checked="" type="checkbox"/> Steps or Stairways<br><i>(escaleras)</i>        |
| <input checked="" type="checkbox"/> Windows<br><i>(ventanas)</i> | <input type="checkbox"/> Porches or Porte Cochère<br><i>(portal ó porche)</i>                     | <input checked="" type="checkbox"/> Painting/Finishes<br><i>(pintura/acabado)</i>   |
| <input checked="" type="checkbox"/> Doors<br><i>(puertas)</i>    | <input checked="" type="checkbox"/> Siding/Stucco/Façade Work<br><i>(entablado de exteriores)</i> | <input checked="" type="checkbox"/> Walls/Structural<br><i>(pared ó estructura)</i> |





OFFICE OF HISTORIC AND ARCHAEOLOGICAL RESOURCES  
 111 NW 1<sup>ST</sup> STREET, MAILBOX 695  
 MIAMI, FL 33128  
 (305) 375-4958

**V. CHECKLIST OF REQUIRED ATTACHMENTS**

*NOTE: ALL APPLICATIONS MUST BE ACCOMPANIED BY AT LEAST ONE COLOR PHOTO OF THE BUILDING*

**PAINTING YOUR BUILDING**

- Color photos of each side of the building
- Sample Paint Chips of Desired Colors

**NEW FENCING/WALLS/POOL/LANDSCAPING**

- Site plan showing exact location(s) of fence, wall, pool or proposed landscaping
- Elevation drawings of fence, including height dimensions
- Color photographs of where fence, pool or landscaping is to go
- Description of landscaping, including type and placement (if applicable)

**NEW WINDOWS OR DOORS**

- A color photo of each side of the house
- An existing elevation of each side of the house that will have doors or windows replaced
- Elevations showing proposed changes. Be sure to draw the window configurations exactly as they will appear, include all proposed mullions
- Manufacturer's brochure or a catalog picture of the requested window or door and NOA #

**NEW ROOF**

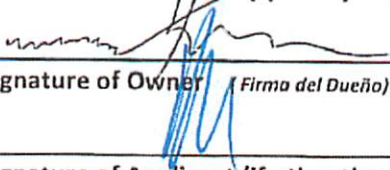
- Color photos of the front of the building and existing roof
- Manufacturer's brochure of requested roof showing color and material and NOA #

**RENOVATIONS/ADDITIONS or NEW CONSTRUCTION**

- Color photos of each side of the building
- Site plan
- Landscape plan, including documentation of any proposed tree removal (if applicable)
- Elevations of all affected facades showing Existing Conditions (11"x17" set of plans)
- Elevations of all affected facades with Proposed Modifications or Additions (11"x17" set)
- Floor Plans
- Manufacturer's brochure or catalog pictures of any new or replacement materials being used in project

**VI. OWNER ATTESTATION**

I certify to the best of my knowledge that all the information provided within this application is correct and accurately portrays the proposed project.

 Signature of Owner (Firma del Dueño)	02/02/2016 Date (Fecha)
Signature of Applicant (if other than owner) (Firma del Solicitante)	2/03/16 Date (Fecha)

# **SITE PLAN PACKAGE**



## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: July 18, 2016  
Re: 9441 Bay Drive – Garage Conversion

---

The property is located at 9441 Bay Drive, within the H30B zoning. The applicant is requesting to legalize an existing garage conversion.



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
- Staff Recommendation

## STANDARDS / RESULTS

### Town of Surfside Zoning Code, Applicable Requirements

#### **Sec. 90-50.1 (5) Garage Facades**

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping provided.

#### **Sec. 90-77 Off-street Parking Requirements**

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces, a space is 9X18. The driveway can accommodate cars parked one behind the other since the driveway length is 36 feet.

#### **Sec. 90.50 Architecture and roof decks**

Wall openings	10% for all elevations	All facades meet or exceed the 10% minimum wall opening requirement.
---------------	------------------------	--

#### **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: July 18, 2016  
Re: 9040 Dickens Avenue

---

The property is located at 9040 Dickens Avenue, within the H30B zoning district. The applicant is proposing to add a 612 square foot addition to the rear of the existing single family, one story house. The total square footage of the home will be 2,097 square feet.



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**

<b>Height</b>	<b>Required Maximum</b>	<b>Proposed</b>
H30B	30 feet	12 feet

**Sec. 90-45. Setbacks**

<b>Setbacks</b>	<b>Required</b>	<b>Proposed</b>
Primary Frontage	Minimum 20 feet	Not affected
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	20 feet

**Sec. 90.49 Lot standards**

<b>Lot Standards H30B</b>	<b>Required</b>	<b>Proposed</b>
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 feet	5,618 square feet
Maximum lot coverage	40%	37%
Pervious area	35% (minimum)	61%

**Sec. 90.50 Architecture and roof decks**

	<b>Required</b>	<b>Proposed</b>
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: (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.	The façade is stucco.
Wall openings	10% for all elevations	Wall openings exceed 10%
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	The existing roof is tile. The proposed addition will also be tile to match.

	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.	
--	--	--

### **Town of Surfside Adopted Residential Design Guidelines**

#### ***Decorative Features***

<b>Required</b>	<b>Proposed</b>
Decorative features should be stylistically consistent throughout the entire building.	Consistent.

#### ***Overall Architectural Style***

<b>Required</b>	<b>Proposed</b>
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.

#### ***Wall Materials and Finishes***

<b>Required</b>	<b>Proposed</b>
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	The addition will be stucco to be consistent with the existing building.

#### ***Roof Materials, Types, and Slopes***

<b>Required</b>	<b>Proposed</b>
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.	Tile is proposed for the addition to match the existing.

#### ***Windows and Trims***

<b>Required</b>	<b>Proposed</b>
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.

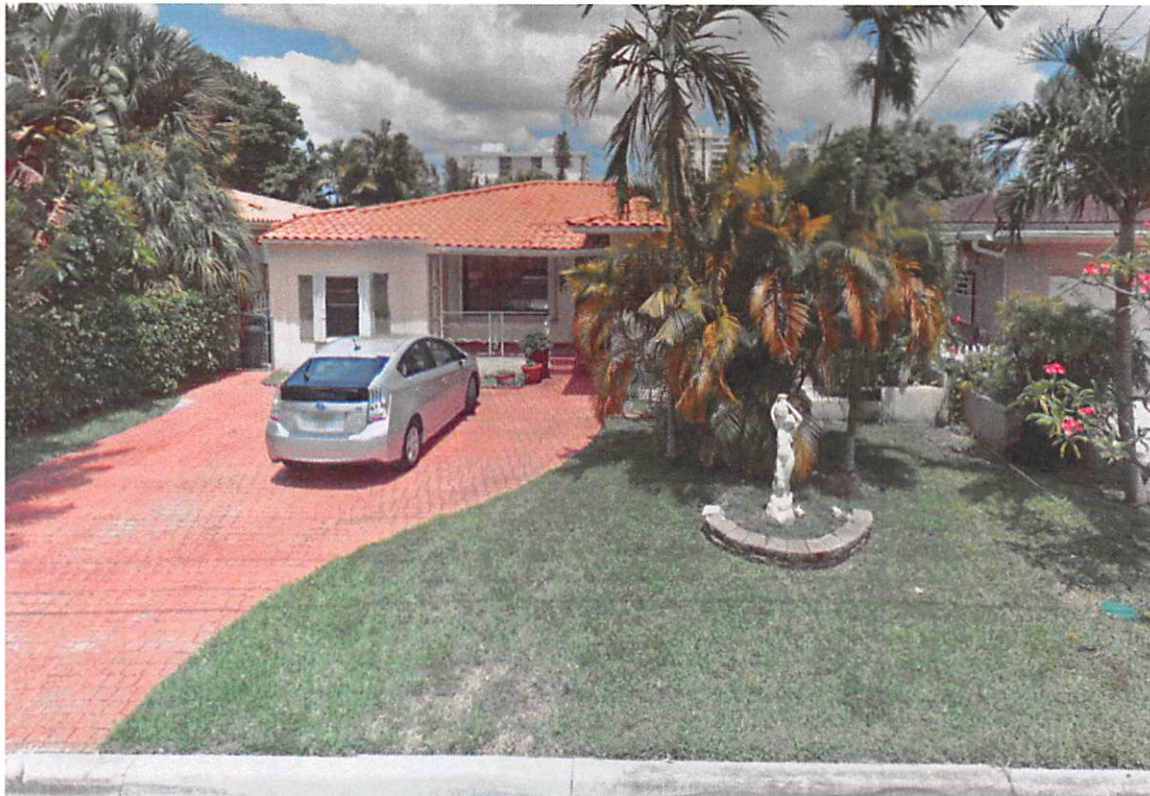


## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: July 18, 2016  
Re: 9233 Byron Avenue– Garage Conversion

---

The property is located at 9233 Byron Avenue, within the H30B zoning. The applicant is requesting to legalize an existing garage conversion.





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
- Staff Recommendation

## STANDARDS / RESULTS

### Town of Surside Zoning Code, Applicable Requirements

#### ***Sec. 90-50.1 (5) Garage Facades***

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping provided.

#### ***Sec. 90-77 Off-street Parking Requirements***

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

#### ***Sec. 90.50 Architecture and roof decks***

Wall openings	10% for all elevations	All facades meet or exceed the 10% minimum wall opening requirement.
---------------	------------------------	--

#### ***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: July 18, 2016  
Re: 9549 Carlyle Avenue, Roof top deck

The property is located at 9549 Carlyle Avenue, within the H30B zoning district. The applicant was granted approval for the construction of a new two story single-family residence at the September 24, 2015 Planning and Zoning Board meeting and subsequent façade modifications at the January 28, 2016 meeting. The applicant is now proposing a roof top deck.



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

*90-50.2 Roof deck provisions*

	<b>Required</b>	<b>Proposed</b>
Stairs	<p>Exterior and interior stairs shall be permitted.</p> <p>No extension of stairs shall be permitted over the 30-foot height limitation of the building.</p>	<p>Exterior stairs are provided. The proposed stairs do not exceed the 30 foot height limitation of the building.</p>
Setbacks	<p>Roof decks shall provide ten-foot setbacks on the sides and rear of the building.</p>	<p>10 foot side setbacks are provided.</p>

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: July 18, 2016  
 Re: 8874 Dickens Avenue

The property located at 8874 Dickens Avenue is within the H30B zoning district. The applicant is requesting a six foot high picket style fence along the north property line to enclose the backyard of the corner 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*

	Required	Proposed
Fence	Fences in the front are only permitted with the Planning and Zoning Board's approval.	Aluminum rail fencing is proposed along the side the property lines, in front of the home.

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

Frontage	Maximum Height (Feet)	Maximum Opacity (Percent)	Proposed
61.25 feet	4.5 feet	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent	6 foot ornamental picket style fence proposed. Maximum opacity is 50%

### Recommendation

Staff recommends approval with the following conditions:

1. The fence be reduced from six feet in height to no greater than four and a half feet in height.
2. The aluminum frame tube around the gate be reduced to meet the height requirements.



## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: July 18, 2016  
Re: 9425 Bay Drive

---

The property is located at 9425 Bay Drive, within the H30B zoning district. The applicant is proposing to completely renovate the existing home. The renovations include a garage conversion, new roof, trellis and doors and windows.

Existing front elevation



Proposed front elevation



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	13.5 feet

**Sec. 90-45. Setbacks**

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	20 feet 8 inches
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	<b>14 feet 4 inches – existing rear setback is not being modified.</b>

**Sec. 90.49 Lot standards**

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 feet	5,618 square feet
Maximum lot coverage	40%	<b>42% - Existing lot coverage is not being modified.</b>
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: (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.	The façade is stucco. The style of the home is unique compared to the neighboring properties. The property to the north is a split level style home and the property to the south is a one story with a different roof pitch and style than this structure.

Wall openings	10% for all elevations	Wall openings exceed 10%
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 is 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.	The roof has both flat and pitched styles with metal.

**Town of Surfside Adopted Residential Design Guidelines**

***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.

***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.	Consistent

***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.	The roof is metal and flat.

**Windows and Trims**

<b>Required</b>	<b>Proposed</b>
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: July 18, 2016

Re: 300 Surfside Boulevard– Garage Conversion

---

The property is located at 300 Surfside Boulevard, within the H30C zoning district. The applicant is requesting to legalize an existing garage conversion. It appears the garage was converted prior to 2007 and therefore prior to the code requirements mandating landscaping in front of the replaced garage door. In this case, the applicant has provided French doors replacing the garage door.



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
- Staff Recommendation

## STANDARDS / RESULTS

### Town of Surfside Zoning Code, Applicable Requirements

#### **Sec. 90-50.1 (5) Garage Facades**

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping not provided.

#### **Sec. 90-77 Off-street Parking Requirements**

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

#### **Sec. 90.50 Architecture and roof decks**

Wall openings	10% for all elevations	All facades meet or exceed the 10% minimum wall opening requirement.
---------------	------------------------	--

#### **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.



## Town of Surfside Planning & Zoning Board Communication

**Agenda Date:** July 18, 2016

**Subject:** Sheds

**From:** Sarah Sinatra Gould, AICP, Town Planner

**Background:** Staff was approached in June of 2013 by a resident wanting a shed larger than the code permitted. Staff prepared a memo and potential code change to increase the size of a shed from 70 square feet to 100 square feet and allow sheds to be approved administratively, if they were not located on a street side of the lot. There was some discussion at Planning and Zoning relating to the size of the shed and then not moved forward. A separate resident approached Staff requesting the same code modification towards the end of 2014. The Planning and Zoning Board recommended approval, with conditions relating to additional landscaping for the shed. This discussion continued through April 2015 when it was ultimately denied by the Town Commission.

The same resident who approached the Town in 2014 has requested that the Town consider making the approval of a shed administrative rather than reviewed by the Design Review Board. The request to increase the size of a shed is no longer included in this discussion.

The reason for the request for administrative review is due to the \$200 review fee and the 15 sets of plans required to appear before the Design Review Board. The applicant is also required to pay a separate building permit fee. If the application is administrative, the applicant will only be responsible for two sets of plans and the building permit fee.

**Analysis:** Staff is suggesting the following language:

**90-19.7** The following shall be exempt from planning and zoning board review; however, the design guidelines shall be followed:

- (1) Interior or rear yard fences.

- (2) Interior renovations.
- (3) Awnings.
- (4) Screens.
- (5) Driveways.
- (6) Re-roofs
- (7) Trellis.
- (8) Rooftop photovoltaic solar systems.
- (9) Sheds

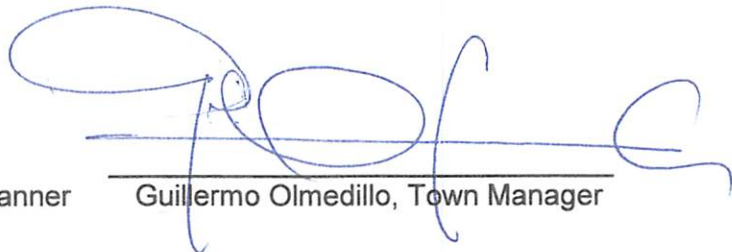
90-54.7 A tool shed, the area of which does not exceed 70 square feet, shall be permitted in a rear yard, subject to the following minimum setbacks: If the shed is visible from an adjacent right of way, landscaping shall be provided within the property in an effort to conceal the shed from the right of way.

- (a) *Rear*: Five feet.
- (b) *Side and secondary frontage (corner)*: Per zoning designation.

**Staff Recommendation:** The Town Commission approved this ordinance on first reading. Staff recommends the Planning and Zoning Board recommend approval to the Town Commission.



\_\_\_\_\_  
Sarah Sinatra Gould, AICP, Town Planner



\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

**ORDINANCE NO. 16 – \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 “ZONING”; SEC. 90-19. “SINGLE-FAMILY AND TWO-FAMILY DEVELOPMENT REVIEW PROCESS”; SPECIFICALLY AMENDING SECTION 90-19.7 EXEMPTING SHEDS FROM PLANNING AND ZONING BOARD AND DESIGN REVIEW BOARD REVIEW AND PROVIDING THE DESIGN GUIDELINES SHALL BE FOLLOWED; AMENDING “SECTION 90-54 “ACCESSORY BUILDINGS AND STRUCTURES IN THE H30A AND H30B DISTRICTS” SPECIFICALLY AMENDING SECTION 90-54.7 RELATED TO SHEDS AND LANDSCAPE REQUIREMENTS; PROVIDING FOR INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, staff determined it is in the best interest of Town to exempt sheds from Planning and Zoning Board and Design Review Board review to allow for administrative review for cost savings to the Applicant; and

**WHEREAS**, staff recommends if the shed is visible from an adjacent right of way, landscaping shall be provided within the property in an effort to conceal the shed from the right of way; and

**WHEREAS**, staff recommends amending Chapter 90 “Zoning”; Sec. 90-19. “Single-Family And Two-Family Development Review Process”; specifically amending Section 90-19.7 to exempt sheds from Planning and Zoning Board and Design Review Board review; and

**WHEREAS**, the Town Commission held its first public hearing on June 14, 2016 having complied with the notice requirements required by Florida Statutes; and

**WHEREAS**, the Planning and Zoning Board, as the local planning agency for the Town, held its hearing on the proposed amendments on July 18, 2016 with due public notice and input; and

**WHEREAS**, the Town Commission conducted a second duly noticed public hearing on these regulations as required by law on August 9, 2016.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AS FOLLOWS:**

**Section 1. Recitals.** The foregoing “WHEREAS” clauses are ratified and confirmed as being true and correct and are made a specific part of this Ordinance.

**Section 2. Code Amendment.** The Code of the Town of Surfside, Florida is hereby amended as follows:

\*\*\*

**90-19.7** The following shall be exempt from planning and zoning board and design review board review; however, the design guidelines shall be followed:

- (1) Interior or rear yard fences.
- (2) Interior renovations.
- (3) Awnings.
- (4) Screens.
- (5) Driveways.
- (6) Re-roofs
- (7) Trellis.
- (8) Rooftop photovoltaic solar systems.
- (9) Sheds.

**Section 3. Code Amendment.** The Code of the Town of Surfside, Florida is hereby amended as follows:

\*\*\*

**90-54.7** A tool shed, the area of which does not exceed 70 square feet, shall be permitted in a rear yard, subject to the following minimum setbacks: If the shed is visible from an adjacent right of way, landscaping shall be provided within the property in an effort to conceal the shed from the right of way.

- (a) *Rear*: Five feet.
- (b) *Side and secondary frontage (corner)*: Per zoning designation.

\*\*\*

**Section 4. Severability.** If any section, subsection, clause or provision of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

**Section 5. Conflict.** All sections or parts of sections of the Town of Surfside Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

**Section 6. Inclusion in the Code of Ordinances.** It is the intention of the Town Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made a part of the Town of Surfside Code of Ordinances, that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and the word "Ordinance" may be changed to "Section" or other appropriate word.

**Section 7. Effective Date.** This Ordinance shall be effective upon adoption on second reading.

**PASSED** and **ADOPTED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

**PASSED** and **ADOPTED** on second reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

On Final Reading Moved by: \_\_\_\_\_

On Final Reading Second by: \_\_\_\_\_

**FINAL VOTE ON ADOPTION**

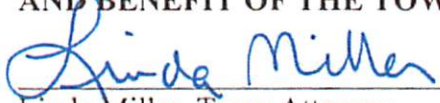
Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND LEGALITY FOR THE USE AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney



## Town of Surfside Planning & Zoning Board Communication

**Agenda Date:** July 18, 2016

**Subject:** Sustainability Subcommittee

**From:** Sarah Sinatra Gould, AICP, Town Planner

**Background:** At the May 10, 2016 Town Commission meeting, the Town Commission approved the draft Charter for the Sustainability Subcommittee. The Town Commission recommended that the Planning and Zoning Board should appoint a liaison to the Sustainability Subcommittee. It is envisioned that the Sustainability Subcommittee will convene periodically and report back to the Planning and Zoning Board.

**Purpose:** The purpose of the Sustainability Subcommittee is to study and recommend policies and programs that strengthen the resiliency of our community, improves natural and engineered resources, prevents harm to the natural and built environment, and benefit the social, economic and environmental wellbeing of the community for present and future generations. In accordance with the Regional Climate Action Plan, there is a need to develop planning and zoning policies, strategies and standards that will serve to reduce future risk and economic losses associated with climate change, sea level rise and flooding to foster sustainable growth patterns, multi-modal transportation options, transit, mixed use development, and the use of sustainable building techniques.

**Membership:** The Sustainability Subcommittee is comprised of five members who are registered qualified electors of Miami-Dade County whose legal residence is in the Town of Surfside. The Mayor has been appointed as the liaison to this subcommittee.

**Agenda:** The Planning and Zoning Board shall set the agenda and schedule for the periodic meetings of this committee. Some of the topics to be included may be as follows:

1. Adapting and mitigating to climate change and sea level rise;

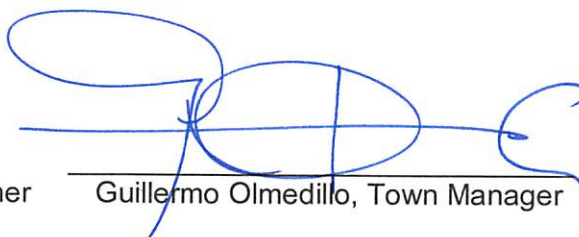


2. Promoting green and sustainable building, construction and operations;
3. Protecting, restoring, optimizing and creating green spaces;
4. Improving alternative transportation and mobility; and
5. Increased environmental awareness and stewardship of our treasured ecosystems.
6. Working with the Town Planner on the Sea Level Rise requirement of the Evaluation and Appraisal Based Amendments to the Comprehensive Plan.
7. Analyzing the following programs:
  - a. Miami Beach Environmental Tool Kit.
  - b. 100 Resilient Cities.
  - c. Miami Foundation relating to grants.
  - d. Resilient Work Groups.
  - e. The Mayors Compact.
  - f. Village of Pinecrest - "Resiliency Fee"
  - g. Satellite Beach grants for sustainability and analysis of those projects
  - h. Fortifying building and zoning standards lead to insurance rate reduction.
  - i. A comprehensive dune management program through Public Works.
  - j. Updating the Sustainability Page of the website to be more substantial.

**Staff Recommendation:** The Planning and Zoning Board should set the agenda as well as the number of times annually to schedule subcommittee meetings. It is staff's recommendation to hold the meetings quarterly from 6:00pm – 7:00pm on the same night as the regularly scheduled Planning and Zoning Board meetings.



Sarah Sinatra Gould, AICP, Town Planner



Guillermo Olmedillo, Town Manager

ITEM	OUTCOME	NEXT STEPS	IN CONTRACT OR WORK AUTHORIZATION	TENTATIVE SCHEDULE	COMPLETE
<b>FUTURE PZ DISCUSSION ITEMS</b>					
Setback for parapet above 30 feet on single family homes	Prepare ordinance to require additional setback	Draft code amendment		September PZ	
Carpports	Require improved surface on frame	Draft code amendment		September PZ	
Provide summary on construction hours and noise ordinance	Place update on PZ agenda.			Commission is reviewing now. Will be place update on PZ agenda once further details are provided.	
Give a foot, get a foot	Place on agenda for discussion on referendum			October PZ	
Ways to increase pervious area of lots	Place on PZ agenda for discussion. Provide PZ with current standards			October PZ	
Sea Level Rise	Include in future budget	Include in future budget			
- Flat Roof vs. Pitch roof					
Tree Canopy Initiative/ Single family district Streetscape master plan	\$8,000 budgeted in the FY 2014-2015 budget for the tree canopy	Town Manager analyzing. Would need inclusion in the budget for additional projects.			
Fences & Hedges in	Modify ordinance	Discussion on hedge		November PZ	

the front of single family residences			height in the front			
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes	Preparing graphics on reductions in 2 <sup>nd</sup> floor				On hold until full discussion of height and sea level rise.
Measuring height from crown of the road	Place on agenda for discussion relating to sea level rise. Staff confirmed height was measured from the crown to the top of the structure in the 2004 Code as well. This would require a referendum.	Include in future budget				
Satellite dishes	Further review by staff	Research and prepare report for discussion and possible code amendment	In contract	Future PZ		
Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	Draft code amendment	In contract	Future PZ		
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 Inspections	Zoning Town Manager will analyze					
<b>ON UPCOMING COMMISSION AGENDA</b>						
Roof Pitch of Single Family	Modify ordinance to include roof pitch above top of the truss as an architectural feature	Draft code amendment			July Commission, August PZ	
Sign Definitions	Modify sign definitions for	Drafted code			August PZ after	

monument and sign area	amendment	July Commission - 1 <sup>st</sup> reading	
<b>ON FUTURE COMMISSION AGENDA</b>			
Commercial waste and recycling container screening	Draft code amendment	In contract	Waiting placement on Commission Agenda
Driveway material regulations	Draft code amendment	In contract	Waiting Placement on Commission Agenda
Painting of commercial structures	Prepare ordinance for commission	Building to prepare ordinance	Upcoming Commission agenda.
<b>COMPLETED</b>			
Add requirement for licensed architect for DRB-submittals	Draft code amendment		May Commission Agenda
Request to Commission for a referendum on one-way streets in residential to support a streetscape plan	No further action		
Corridor Analysis	Prepare code amendments	Work authorization to be approved in <b>NOVEMBER</b>	January Commission Complete
Single Family Paint Colors	Place on future Planning and Zoning agenda for discussion	In contract	Will add to Joint Meeting with PZ/Commission. Complete
Parking Trust Fund	Ordinance on July	In contract	July Commission Complete

	Zoning Board to provide a cap for payment into the fund	PZ agenda		for 1 <sup>st</sup> reading, July PZ August Commission for 2 <sup>nd</sup> reading	
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 <sup>th</sup> Street	Open Bay Drive off 96 <sup>th</sup> 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 new multi-family, research what	Draft code amendment	In contract	December PZ	COMPLETE

<b>Pyramiding effects of stepbacks in the H1.20 district</b>	<b>other communities are doing No action necessary since Planning and Zoning Board currently reviewing stepbacks as part of wall frontage modifications</b>							
<b>Garage door clarification</b>	<b>Modify code to remove requirement for two separate garage doors</b>	<b>Draft code amendment</b>	<b>In contract</b>	<b>November PZ</b>	<b>COMPLETE</b>			
<b>10% window opening requirement per story</b>	<b>Discussion with the Planning &amp; Zoning Board</b>	<b>Prepare ordinance for commission</b>	<b>In contract</b>	<b>June PZ</b>	<b>November Commission for first reading</b>			
<b>Landscaping in front of converted garage</b>	<b>Determine if landscaping planter is sufficient versus requiring landscaping.</b>	<b>Reviewed code and determined that planter is only permitted in cases where the driveway would be too short.</b>	<b>In contract</b>	<b>No further modification necessary</b>	<b>Yes</b>			
<b>Sheds</b>	<b>Modify ordinance to increase square footage, but reduce height and add landscape requirements.</b>	<b>Draft code amendment</b>	<b>In contract</b>	<b>Discussed at March meeting.</b>	<b>Commission 1st reading in May. PZ in May</b>			