



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

**AGENDA
January 26, 2017
7:00 PM**

Town Hall Commission Chambers – 9293 Harding Ave., 2nd 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.

DESIGN REVIEW BOARD

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES: **December 15, 2016**
4. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 9169 Dickens Avenue.

The applicant is requesting to add a 292 square foot rear addition and trellis to the existing single family house.

B. Request of the Owner of Property located at 9528 Bay Drive.

The applicant is proposing the construction of an additional garage and a gate in the front of their single-family residence. The applicant plans also show a trellis in the front and rear and a new driveway. The applicant appeared before the Design Review Board on October 27, 2016. The Board requested additional clarification from the applicant on the design including the front trellis and the fence proposed at the front of the lot. The applicant is proposing landscaping to conceal the fence.

C. Request of the Owner of Property located at 924 88th Street.

The property is located at 924 88th Street, within the H30A zoning district. The applicant is proposing the construction of a new two story single family residence.

D. Request of the Owner of Property located at 9011 Collins Avenue (Surf Club).

The property is located at 9011 Collins Avenue within the H120 zoning district. The site is currently under construction and being developed as the Surf Club. The applicant is requesting approval for their sign package which includes three monument signs and wall signage.

5. ADJOURNMENT.

PLANNING AND ZONING BOARD

**AGENDA
January 26, 2017**

7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. COMMISSIONER DANIEL GIELCHINSKY- TOWN COMMISSION LIASION REPORT**
- 4. PLANNING AND ZONING BOARD MEMBER – SUSTAINABILITY SUBCOMMITTEE LIASION REPORT**
- 5. APPROVAL OF MINUTES: December 15, 2016**
- 6. DISCUSSION ITEMS:**
 - A. Active Design Miami Policies**
 - B. Architecturally Significant properties in H30C and H40**
 - C. Future agenda items**
- 7. 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
DESIGN REVIEW BOARD
AND
PLANNING AND ZONING BOARD**

**MINUTES
DECEMBER 15, 2016
7:00 PM**

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

DESIGN REVIEW BOARD

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:06 p.m.

2. ROLL CALL

Recording Clerk Frantza Duval called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Jorge Gutierrez, Board Member Gregg Covin and Board Member Brian Roller. Board Member Peter Glynn and Board Member Richard Iacobacci were absent. Commissioner Daniel Gielchinsky attended as liaison.

3. APPROVAL OF MINUTES: **NOVEMBER 17, 2016**

Board Member Gutierrez made a motion to approve with the following revisions: Board Member Gutierrez was omitted from the roll call. Include the sustainability report given by Commissioner Gielchinsky. The motion received a second from Vice Chair Frankel and all voted in favor with Board Member Glynn and Board Member Iacobacci absent.

4. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 8835 Carlyle Avenue.

The applicant is requesting to convert their garage, relocate the front door and add a rear addition.

Town Planner Sarah Sinatra presented the item. The applicant Raul Cohen answered questions from the Board.

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

1. Remove driveway five feet off the property line

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

B. Request of the Owner of Property located at 9065 Garland Avenue.

The applicant is requesting to convert their garage and renovate the property.

Town Planner Sarah Sinatra presented the item.

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

C. Request of the Owner of Property located at 900 89th Street.

The applicant is proposing the construction of a second story addition to the existing single-family residence, renovations to include the addition of a porch and the restoration of a converted garage back to a garage.

Town Planner Sarah Sinatra presented the item.

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 and Board Member Iacobacci absent.

D. Request of the Tenant of Property located at 9545 Harding Avenue.

The property located at 9545 Harding Avenue is within the SD-B40 zoning district. The applicant is requesting reverse channel LED illuminated lettering sign to replace the sign at the existing retail shop, Couture Bridal. The name is being changed to Couture Bridal Miami. The proposed signage includes black lettering.

Town Planner Sarah Sinatra presented the item and is recommending with conditions. Chair Lecour added a condition regarding the tradename.

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

1. No electrical equipment shall be visible.
2. The existing electrical equipment shall be concealed.
3. The façade shall be restored and repainted.
4. The applicant shall provide evidence of the trade name to confirm "Miami" is included

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

E. Request of the Owner of Property located at 8919 Carlyle Avenue.

The applicant is proposing an addition to the rear of the existing single family residence.

Town Planner Sarah Sinatra presented the item and staff is recommending denial. Applicant Nicole Lopez gave further details on the item addressing some of the concerns by staff and the Board. The owner Mark Slatko spoke about the item.

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

1. There shall be no net decrease in window area for the rear of the property.

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

The next DRB/P&Z Meeting will be January 26, 2017.

5. ADJOURNMENT.

There being no further business to come before the Design Review Board the meeting adjourned at 7.30 p.m.

Accepted this _____ day of _____, 2017

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk

PLANNING AND ZONING BOARD

MINUTES
December 15, 2016
7:00 PM

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:30 p.m.

2. ROLL CALL

Recording Clerk Frantza Duval called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, and Board Member Brian Roller. Board Member Peter Glynn and Board Member Richard Iacobacci were absent. Commissioner Daniel Gielchinsky attended as liaison.

3. APPROVAL OF MINUTES: November 17, 2016

Vice Chair Frankel made a motion to approve with the revision to include the sustainability report given by Commissioner Gielchinsky at the DRB meeting. The motion received a second from Board Member Roller and all voted in favor with Board Member Glynn and Board Member Iacobacci absent.

Commissioner Gielchinsky gave an update on the Architectural Significance Ordinance as it received approval by the Commission.

Vice Chair Frankel gave an update on the Environmental Sustainability Committee and the motions made. Town Manager Olmedillo informed the Committee that a written report with all motions will be presented to them for their consideration. Board Member Roller will represent Planning and Zoning at the January meeting and Chair Lecour at the February meeting. On future agenda items the Sustainability Committee report will be given after the approval of minutes and after Commissioner Gielchinsky's report.

4. ORDINANCE: Moratorium on Cannabis Dispensing Businesses

A. AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA; ESTABLISHING A TEMPORARY MORATORIUM ON CANNABIS DISPENSING BUSINESSES AS FURTHER DEFINED HEREIN; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY, A GENERAL REPEALER CLAUSE, AND AN EFFECTIVE DATE.

Recording Clerk Frantza Duval read the title of the ordinance.

Town Planner Sarah Sinatra presented the item with a 12-month moratorium.

Board Member Roller made a motion to recommend to the Town Commission. The motion received a second from Vice Chair Frankel and all voted in favor with Board Member Glynn and Board Member Iacobacci absent.

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

5. DISCUSSION ITEMS:

1. Connectivity opportunities

Manager Olmedillo gave a detailed power point presentation.

Public Speaker Deborah Cimadevilla shared pictures of ideas for streetscape concepts and presented her ideas. The Board discussed the item and gave their point of view. They discussed sidewalks, one way streets, traffic management, bike lanes and different concepts. The Town Manager was thanked for his efforts as the presentation was very helpful. The item will be discussed further with additional feedback.

Commissioner Gielchinsky left the meeting at 8:50 p.m.

2. Demolition of Houses

Town Planner Sinatra spoke on the item and asked for their input before the ordinance is written for review. The Board discussed some of the language and Planner Sinatra answered their questions.

3. Sea Level Rise

Town Planner Sinatra gave an update. Chair Lecour asked for a schedule and timeline for code changes. Board Member Roller was asked to bring the matter to the Sustainability Committee in February and get more information as to what others are doing.

4. Roof Pitch

Town Planner Sinatra gave an update from the Town Commission.

5. Future Agenda Items

Town Planner Sinatra said the Commission would like P&Z to add to future agenda items the "pyramids vs. the setbacks." The Board discussed prioritizing the future agenda items.

5. ADJOURNMENT.

There being no further business to come before the Planning and Zoning Board the meeting adjourned at 9:16 p.m.

Accepted this ____ day of _____, 2017

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: January 26, 2017
Re: 9169 Dickens Avenue

The property is located at 9169 Dickens Avenue, within the H30B zoning district. The applicant is proposing to add a 292 square foot rear addition and trellis to the existing single family house. The Design Review Board previously reviewed this application at its March 31, 2016 meeting. The prior request included a side setback variance. The application was denied. The homeowner has revised the request and resubmitted an application.



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

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

STANDARDS / RESULTS
Town of Surfside Zoning Code, Applicable Requirements

Sec. 90.43 Maximum building heights

Height	Required Maximum	Proposed
H30B	30 feet	19.5 feet

Sec. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	20 feet
Interior side (lots over 50 feet in width)	Minimum 10% of the frontage (7.5 feet)	7.5 feet
Rear	Minimum 20 feet	33.6 feet

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	75 feet
Minimum lot area	5,600 feet	8,457 square feet
Maximum lot coverage	40%	27%
Pervious area	35% (minimum)	50.34%

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 and glass
Wall openings	10% for all elevations	Exceeds 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	A new metal roof is proposed as well as a flat roof on the rear addition.

	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.	
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Sec. 90-50.1 (5) Garage Facades

Required	Proposed
1 window	1 windows
Landscaping required along the base	Landscaping has been provided.

Town of Surfside Adopted Residential Design Guidelines***Building Massing***

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

Main Entries

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

Decorative Features

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

Overall Architectural Style

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

Wall Materials and Finishes

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

Required	Proposed
<p>Roof types and slopes should be generally the same over all parts of a single building.</p>	<p>Consistent</p>
<p>Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to:</p> <ol style="list-style-type: none"> 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. 	<p>Flat roof is proposed for the addition.</p>

Windows and Trims

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

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: January 26, 2017
Re: 9528 Bay Drive – Garage Addition

The property is located at 9528 Bay Drive, within the H30A zoning district. The applicant is proposing the construction of an additional garage and a gate in the front of their single-family residence. The applicant's plans also show a trellis in the front and rear and a new driveway. The applicant appeared before the Design Review Board on October 27, 2016. The Board requested additional clarification from the applicant on the design including the front trellis and the fence proposed at the front of the lot. The applicant is proposing landscaping to conceal the fence.



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. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	56.9 feet
Interior side	Minimum 7.5 feet	7.5 feet
Rear	Minimum 20 feet	20 feet

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 feet	75 feet
Minimum lot area	8,000 square feet	13,650 square feet
Maximum lot coverage	40%	33%
Pervious area	35% (minimum)	66%

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. Two garage doors are proposed. The applicant is also providing a new porch and trellis.
Wall openings	10% for all elevations	10.6%
Roof Material	(a) Clay Tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color if granted approval by the Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	Tile roof to match existing.

90-56.4 Front yard and corner yard fences and ornamental walls

Required	Proposed
4 ft + ½ ft per 10 feet of lot width exceeding 50 feet, maximum 5 ft. Maximum opacity of 50%	5 foot high, 50% opacity maximum

Town of Surfside Adopted Residential Design Guidelines***Building Massing***

Required	Proposed
Building forms should be varied enough to avoid monotony and to avoid pyramidal massing and should be compatible with surrounding houses.	Consistent. The home is one story in height. The addition is a 306 square foot addition which is consistent with the design of the house and surrounding properties.

Main Entries

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

Decorative Features

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

Overall Architectural Style

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

Wall Materials and Finishes

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

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent

<p>Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to:</p> <ol style="list-style-type: none"> 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. 	<p>Tile is proposed.</p>
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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: January 26, 2017
Re: 924 88th Street

The property is located at 924 88th Street, within the H30A zoning district. The applicant is proposing the construction of a new two story single-family residence.



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
H30A	30 feet with 3 foot permitted encroachment above the 30 foot maximum, not to exceed 1% of the aggregate roof area (52.55 sq ft)	28 feet with 3 foot permitted encroachment above the 30 foot maximum, 1% (51.6 sq ft)

Sec. 90-45. Setbacks

<i>H30A UPPER STORY FLOOR AREA IS 50% - 64% OF FIRST STORY FLOOR AREA</i>	Required	Proposed 63.9%
<i>Maximum Lot Coverage</i>	40%	30%
FIRST STORY		
Primary Frontage	Minimum 20 feet	25 feet
Interior side	Minimum 7.5 feet	8 feet
Rear	Minimum 20 feet, 50 feet to Biscayne Bay	70 feet, 4 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 25 feet	46 feet, 8 inches
Interior side	Minimum 10% / Average 15%	10.5% minimum, 11.25% feet average
Rear	Minimum 20 feet	73 feet, 4 inches

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 feet	75 feet
Minimum lot area	8,000 square feet	15,063 square feet
Maximum lot coverage	40%	30%
Pervious area	35% (minimum)	50.87%

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 applicant has provided different materials, articulation, colors, roof overhangs and roof pitch than the neighboring properties.
Wall openings	10% for all elevations	All facades meet or exceed the 10% minimum wall opening requirement.
Roof Material	(a) Clay Tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color if granted approval by the Design Review Board; (d)Architecturally embellished metal if granted approval by the Design Review Board; or (e)Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	A flat roof is proposed.

Sec. 90.61 & 90.61.1 Paving in front and rear yards in H30 and H40 Districts

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	80%
Front yard landscaped	30% minimum	80%
Rear yard landscaped	20% minimum	100%
Number of Curb Cuts	One	One
Curb Cut side set back	5 feet minimum	24 feet
Curb cut width	18 feet width maximum	12 feet
Driveway Materials	Limited to the following 1. Pavers 2. Color and texture treated	Pavers

	concrete, including stamped concrete 3. Painted concrete shall not be permitted. 4. Asphalt shall not be permitted.	
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Sec. 90-77 Off-street Parking Requirements

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

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed
Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	4 trees	4 Magnolia Trees, 2 Canary Palms

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

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot.	8 trees, 50 shrubs	9 trees, 8 palms, 142 shrubs

Town of Surfside Adopted Residential Design Guidelines

Building Massing

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

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	The neighboring properties are one story structures. However, this is a waterfront lot and as these lots redevelop, two story

	structures are typically replacing the existing structures.
Entry feature should not extend above the eave line of the structure	The entry feature does not extend above the eave line.
Should not be obstructed from view by fences, landscaping or other visual barriers	Main entry is not obstructed from view.

Decorative Features

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

Overall Architectural Style

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

Parking Driveways

Required	Proposed
The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	The proposed driveway width is 12 feet.

Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Pavers

Wall Materials and Finishes

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

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent
Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile; 3. Solid color cement tile which color is	Flat roof is proposed

impregnated with the same color intensity throughout, provided said color is first approved by the planning and zoning board; and 4. Metal.	
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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

Approval



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 26, 2017
 Re: 9011 Collins Avenue (Surf Club) – Signage

The property is located at 9011 Collins Avenue, within the H120 zoning district. The site is currently under construction and being developed as the Surf Club. The applicant is requesting approval for their sign package which includes three monument signs and wall signage.

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. 90-73 (a) Individually-mounted letter sign

Signs	Permitted	Proposed
Area	75 sf	2 wall signs proposed, 9.69 sf

Sec. 90-73 (b) Monument Sign

Signs	Permitted	Proposed
Area	25 sf	2 signs approximately 52 sf and 1 approximately 34 sf
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Nature of business, services rendered or products sold on premises.	“Surf Club”, “Surf Club North”, “Surf Club South”

<p>Location</p>	<p>Monument signs. a. Monument signs shall be permitted in the H30C, H40, MU and H120 districts and are subject to the following restrictions: 1. One sign per street frontage. 2. Maximum sign area is 25 square feet. 3. Maximum height is five feet. 4. Signs shall maintain a five-foot setback from all property lines and no portion shall be permitted to project within this five-foot setback area.</p>	<ol style="list-style-type: none"> 1. Three signs 2. Sign area is approximately 138sf. 3. Sign height is not provided. 4. Sign setbacks are not provided
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RECOMMENDATION

Staff recommends denial of the monument signs.

ACTIVE DESIGN MIAMI INFORMATION SHEET

Town of Surfside

WHAT IS ACTIVE DESIGN

- Active Design is an approach to shaping communities that leverages evidence-based urban design, architecture, and policy solutions to improve public health. Active Design recognizes that our buildings, streets and neighborhoods influence day-to-day behavior, and directly impact community wellbeing. For example, walkable streets and inviting parks encourage regular physical activity, while congested corridors and sprawling development patterns discourage movement on foot and other forms of active transportation.
- The concept of Active Design originated in New York City, where a cross-sector, multi-disciplinary collaboration resulted in the development of Active Design Guidelines: Promoting Physical Activity and Health in Design. Published in 2010, the Guidelines translate health research into design strategies that support a more livable city, where residents can easily incorporate physical activity and make healthier choices every day.

WHAT IS ACTIVE DESIGN MIAMI

- In October 2015, the Florida Department of Health, funded through a grant from the U.S. Centers for Disease Control & Prevention (CDC), contracted the Miami Center for Architecture & Design (MCAD) to develop Active Design Miami (ADM).
- Following New York's successful model, the creation of a collaborative, open process enabled the Active Design Miami team to develop a set of strategies ideally suited to Miami's context and needs. The ADM Advisory Council was organized and included representation from multiple sectors including urban planning, architecture and design professions, public health, transportation, municipal agencies, universities, consultants, foundations, and local community organizations.
- During the development phase, the ADM team engaged Miami-Dade County and 20 municipalities representing 94.36% (or 2,541,167) of the total Miami-Dade population. The long-term goal is for Miami-Dade County and 10 municipalities to support the incorporation of ADM strategies into their planning, land use and/or building guidelines, as feasible or appropriate.

- ADM staff first met with the Town Manager on March 11, 2016 and learned about the many projects and initiatives already being implemented at the Town of Surfside.
- Staff then presented to the Planning and Zoning Board on April 28, 2016 and committed to coming back to the Board upon the completion of the guidelines.

The successful development of Active Design Miami has in large part been due to the insight and experience the Town contributed.

- ADM was released in October 2016 and includes 68 strategies which are organized into four key areas of opportunity for enhancing community wellbeing.
 - **PARKS & OPEN SPACES:** Strategies that address parks, public plazas, open and green spaces, waterways (blueways), and other public spaces.
 - **DEVELOPMENT PATTERNS:** Strategies that focus on land use, community development, and planning practices.
 - **TRANSPORTATION & MOBILITY:** Strategies that address pedestrian, bicycle, automobile, and transit infrastructure and services.
 - **BUILDINGS:** Strategies that identify opportunities to enhance health and well-being within, and immediately surrounding, private and public buildings.
- ADM strategies are not one-size fit all. Recognizing Miami-Dade's diversity in terms of demographics, development styles, and neighborhood challenges, cities can select the most appropriate strategies for their needs. Maximizing use of ADM strategies can greatly enhance the health benefits of a project or initiative as they are based on decades of research and theory connecting design with mental, physical, and social health outcomes.

HOW TO USE ADM

ADM was created with diverse audiences in mind, recognizing that everyone who influences the design of communities has the ability to impact health. ADM can be used by a wide range of professionals to:

- *Inform specific design projects.* Architects, health professionals, planners, urban designers, landscape architects, engineers, and developers are presented ideas and insights for incorporating health into upcoming projects.
- *Shape local policies and plans.* Representatives of government agencies, user groups such as cyclists, transit advocates, residents, health practitioners and representatives of community organizations can use ADM strategies to inform policy and the development of

community/neighborhood plans.

- ***Support thought leaders.*** Institutions and NGOs such as universities and colleges with public health, public administration, urban planning and design, architecture and landscape architecture departments and community or health-related foundations can use Active Design Miami as a resource for developing thought leadership and programmatic strategies that seek to improve health through design.
- ***Inspire community action.*** Health professionals, advocates, organizations, and students are encouraged to incorporate active design concepts and strategies into discussions and action plans.



**ACTIVE DESIGN MIAMI:
Design & Policy Strategies
for Healthier Communities**

Municipal Planning & Assessment Tool

Use checkboxes provided by each strategy to indicate whether it is existing, feasible, or not feasible.

Existing: currently included in municipal plans or ordinances.

Feasible: does not currently exist but is possible or desirable (may be long term).

Not feasible: does not apply or is not desirable within the municipality.



Parks & Open Space

OBJECTIVE

Create an easily accessible network of spaces for all community members, within a close distance of residences.

PARKS & OPEN SPACES DESIGN STRATEGIES

Existing Feasible Not Feasible

- | Existing | Feasible | Not Feasible | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.1 Ensure all residents have access to a park and/or green space within a quarter mile of their home. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.2 Design activity spaces that meet the needs of people of all ages and abilities. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.3 Expand opportunities for physical activity through a range of affordable, easily accessible recreation facilities. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.4 Ensure that parks, plazas, and playgrounds are easily accessible to pedestrians and cyclists. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.5 Provide amenities—such as trees, lighting, water fountains, and seating—that enable people to enjoy spaces for longer periods of time. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.6 Emphasize natural elements and landscaping, including street trees. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.7 Incorporate a variety of surfaces and textures into children's play spaces, including colorful ground markings and natural elements. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.8 Design and maintain parks and open space to promote safety. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.9 Support the development of community gardens. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.10 Install drinking fountains and water bottle refill stations. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.11 Activate waterfront spaces within neighborhoods and parks to support and encourage water activities such as kayaking, paddle boarding, etc. for all. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2.12 Provide amenities to welcome pet owners. |

Notes



PARKS & OPEN SPACES POLICY STRATEGIES

Existing Feasible Not Feasible

2.13 Partner with organizations to sponsor and maintain greenspaces and gardens.

Notes

2.14 Encourage shared use agreements that offer school facilities as places for play and physical activity outside of school hours.

2.15 Create or amend policies to facilitate the activation of waterfront spaces within parks and open spaces.

PARKS & OPEN SPACES PROGRAMMING STRATEGIES

2.16 Offer spaces and activities that respond to unique local and cultural preferences.

2.17 Facilitate access to healthy food options in parks and open space.

2.18 Program group activities for all ages and abilities that promote social interaction and engagement.

2.19 Offer free or low-cost fitness programs in parks and public spaces to encourage physical activity.

2.20 Support open streets initiatives and temporary street closures—such as play streets and “ciclovia”—for community gatherings and activities.



Development Patterns

OBJECTIVE

Ensure connectivity, ease of access, and safe use for residents of all ages and abilities. This objective is closely tied to Active Design Miami’s overall goal.

DEVELOPMENT PATTERNS DESIGN STRATEGIES

Existing Feasible Not Feasible

3.1 Encourage a diverse mix of land uses at all scales of development.

Notes

3.2 Encourage transit-oriented development at appropriate densities to create vibrant, mixed-use, walkable communities that maximize the value of public transit.

3.3 Plant trees to provide shade, enhance neighborhoods, and promote social connectedness.

3.4 Design neighborhoods to prioritize the pedestrian experience.

3.5 Apply context-sensitive design solutions to preserve and reflect the character of existing historic neighborhoods.

3.6 Display maps and wayfinding for local fresh food options, water fountains, parks and open spaces, near-shore water features, such as coral reefs.

DEVELOPMENT PATTERNS POLICY STRATEGIES

3.7 Plan intergenerational communities to help people of all ages thrive.

3.8 Update zoning and building codes to maximize land use mix, support appropriate development densities, and enhance pedestrian connectivity.



Existing Feasible Not Feasible

3.9 Preserve housing affordability and encourage inclusive, mixed-income neighborhoods.

3.10 Promote infill development in urban core communities and deter expansion beyond the urban development boundary.

3.11 Update codes to reduce the impact of parking requirements.

Notes



Transportation & Mobility

OBJECTIVE

Prioritize people over automobiles by creating well-connected, safe, and easy-to-use use transportation options.

TRANSPORTATION AND MOBILITY DESIGN STRATEGIES

Existing Feasible Not Feasible

4.1 Encourage walking by incorporating aesthetic and visually interesting elements into streets and sidewalks.

4.2 Create new and enhance existing pedestrian plazas.

4.3 Enhance bike mobility by improving bicycle infrastructure, including ensuring bicycle paths, lanes and tracks are interconnected.

4.4 Facilitate biking by encouraging ample bicycle parking.

4.5 Provide facilities at or near rail and major transit stations that assist commuters in finalizing their trip.

4.6 Provide schools with easy access to transit routes.

4.7 Encourage walking by providing ample sidewalk space and safe crosswalks.

4.8 Enhance safety and walkability by incorporating traffic calming elements to reduce driving speeds.

4.9 Provide comfortable bus stops with benches and protective shelters.

4.10 Use maps and wayfinding to facilitate pedestrian and bicycle access to healthy amenities.

Notes



TRANSPORTATION AND MOBILITY POLICY STRATEGIES

Existing Feasible Not Feasible

- Existing Feasible Not Feasible 4.11 Implement Complete Streets policies.
- Existing Feasible Not Feasible 4.12 Develop community and neighborhood-scale master plans that prioritize specific community mobility needs.
- Existing Feasible Not Feasible 4.13 Incentivize commuting via public transit.
- Existing Feasible Not Feasible 4.14 Reduce parking requirements for walkable, bikeable, and transit-accessible sites.
- Existing Feasible Not Feasible 4.15 Expand access to BikeShare.

TRANSPORTATION AND MOBILITY PROGRAMMING STRATEGIES

- Existing Feasible Not Feasible 4.16 Encourage and facilitate “walking school buses” and safe routes to schools’ programs.
- Existing Feasible Not Feasible 4.17 Incentivize carpool and rideshare programs.
- Existing Feasible Not Feasible 4.18 Promote and use temporary demonstration installations to evaluate project design.

Notes



Buildings

OBJECTIVE

Maximize opportunities for physical activity and social connection within and around buildings.

BUILDING DESIGN STRATEGIES

Existing	Feasible	Not Feasible	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.1 Maximize accessibility and visibility of stairs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.2 Create attractive, visually appealing stairs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.3 Provide convenient, attractive circulation paths.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.4 Design sidewalk and façade elements that improve the pedestrian experience.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.5 Orient building entrances and circulation pathways to prioritize active transportation options.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.6 Provide secure, accessible indoor bicycle storage facilities in both commercial and residential buildings.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.7 Allocate space and provide easy access to on-site exercise facilities and play areas in commercial and residential buildings.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.8 Provide on-site gardening opportunities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.9 Provide healthy vending machines and water fountains and refill stations with fresh, clean water.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.10 Provide accessible and well-equipped kitchens and eating spaces to promote healthy eating.

Notes



BUILDING POLICY STRATEGIES

Existing Feasible Not Feasible

5.11 Incentivize the development of visible, attractive stairs.

5.12 Provide incentives and update codes for on-site bike facilities, such as parking.

5.13 Develop incentives and/or update codes to support on-site gardening.

5.14 Develop incentives and/or update codes for on-site recreation space.

BUILDING PROGRAMMING STRATEGIES

5.15 Post prominent and clear signs that encourage stair use.

5.16 Provide comfortable spaces for lactation support.

5.17 Incorporate spaces for farmer’s markets and small produce stands.

5.18 Increase access to change rooms or showers for active commuters.

5.19 Select healthy food vendors for on-site restaurants and vending machines.

5.20 Offer onsite active programming and maintain spaces for community and health activities, such as fitness classes, walking clubs, cooking classes, and cultural events.

Notes



MEMORANDUM

To: Planning & Zoning Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 26, 2017
 Re: Architecturally Significant analysis on H30C & H40

The recently adopted Architecturally Significant ordinance is applicable only to the H120 district. The ordinance permits a building to reduce the side setbacks on a vertical addition to the existing building's setbacks. The current code requires buildings to stepback the setbacks after a building reaches 30 feet in height. The intended consequence is for buildings to retain their historic appearance and potentially be lower due to requirements of the ordinance. The Planning and Zoning Board requested staff to consider applying this ordinance to other zoning districts. The challenge is that height in the H30C and H40 districts are limited to 30 feet and 40 feet respectively. This minimizes the potential for incentives. Below are the development requirements for both the H30C and H40 districts. The Planning and Zoning Board should review and identify if opportunities for incentives exist:

	H30C	H40	
Max. building height	30 FT	40 FT	
Max. # of stories	2	1 & 2 family units – 2 Multi-family or hotel - 3	
Setbacks		Lot width ≤ 50 FT	Lot width > 50 FT
- Harding Ave. and Collins Ave. frontage	20 FT	20 FT; 25 FT for any portion above 30 FT; except designated historic structures	20 FT; 25 FT for any portion above 30 FT; except designated historic structures
- Interior side	6 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater	6 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater	7 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater
- Rear	10 FT	10 FT	10 FT
- Secondary frontage (Corner only)	10 FT	10 FT	10 FT
Minimum lot width	50 FT	50 FT	
Minimum lot area	-	-	
Maximum lot coverage	-	-	
Minimum pervious area	20%	20%	

ITEM	OUTCOME	NEXT STEPS	IN CONTRACT OR WORK AUTHORIZATION	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS					
H40, H30 & SDB40 Architecturally Significant ordinance	Review with PZ options for architecturally significant ordinance for other zoning districts.	PZ discussion	Will discuss budget with the Town Manager	Discussed at December PZ. Board requested table with zoning of H40 & H30. Scheduled discussion for January PZ	
Roof Pitch of Single Family	Modify ordinance to include roof pitch above top of the truss as an architectural feature	Provide side by side elevation in current code to the top of the flat roof to demonstrate it is 3 feet above the top of a pitched roof.	Will discuss budget with the Town Manager	Discussed at December PZ. Board requested graphic analysis. To be scheduled for a future PZ	
Give a foot, get a foot relating Sea Level Rise - Flat Roof vs. Pitch roof	Place on agenda for discussion on referendum	Prepare visuals, timeline and cross section	Will discuss budget with the Town Manager	Discussed at December PZ. Board requested graphic analysis. To be scheduled for a future PZ	
Stepback discussion	Commission has requested the PZ board analyze this requirement	Prepare visual and calculation of volume, how much square footage does	Will discuss budget with the Town Manager	Discussed at December PZ. Board requested graphic analysis. To be scheduled for a	

Setback for parapet above 30 feet on single family homes	Prepare ordinance to require additional setback	draft code amendment			future PZ	
Air Flow on Corridor					Future PZ	
Impact fee discussion					Future PZ	
Ways to increase pervious area of lots	Place on PZ agenda for discussion. Provide PZ with current standards.				Future PZ	
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 the front of single family residences	Modify ordinance	Discussion on hedge height in the front			Future PZ	
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes	Preparing graphics on reductions in 2 nd floor				On hold until full discussion of height and sea level rise.
Requiring larger sidewalks on east side of Collins	Discussion item for PZ from the Town Commission to require setback of walls and fences on Collins to provide larger sidewalks				Future PZ	
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 about public right of ways	Research and prepare report for discussion and possible code amendment	In contract	Future PZ	
Final Zoning Inspections	Town Manager will analyze				
Request Commission for a referendum on one-way streets in residential to support a streetscape plan	In budget to perform analysis for update of undergrounding	PZ discussion on pedestrian safety and walkability	Separate work authorization required	Presentation by the Town Manager at the November & December PZ meetings.	
West Side of Collins	Discussion on amenities permitted	Discuss with PZ		Future PZ	
ON UPCOMING COMMISSION AGENDA					
Requiring noticing for demolition of houses	Research option and place on agenda for discussion			February Commission	
ON FUTURE COMMISSION AGENDA					
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment	In contract		Waiting placement on Commission Agenda
Driveway material regulations	Modify code to allow stamped concrete and concrete slabs with decorative rock or grass in between	Draft code amendment	In contract		Waiting Placement on Commission Agenda
Painting of commercial	Town Staff to prepare ordinance	Prepare ordinance for commission	Building to prepare ordinance		Upcoming Commission

COMPLETED						
structures						agenda.
Sign Definitions	Modify sign definitions for monument and sign area	Drafted code amendment				
Carpets	Require improved surface on frame	Addressed in Code			September PZ	Yes
Provide summary on construction hours and noise ordinance	Place update on PZ agenda.				September PZ	Yes
Workforce housing update					September PZ	Yes
Add requirement for licensed architect for DRB submittals	Reviewing entire section relating to DRB	Draft code amendment				May Commission Agenda
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in NOVEMBER		January Commission	Complete
Single Family Paint Colors	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate for single family homes and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract		Will add to joint Meeting with PZ/Commission.	Complete
Parking Trust Fund	Discussion with the Planning & Zoning Board to provide a cap for payment into the fund	Ordinance on July PZ agenda	In contract		July Commission for 1 st reading, July PZ August Commission for 2 nd reading	Complete
Turtle Lighting	Town Staff to prepare review	No ordinance necessary. Turtle lighting already required in code.	COMPLETE		Turtle Lighting	Town Staff to prepare review
Downtown Color Palette	Discussion with the Planning & Zoning Board to determine if a color	Place on future Planning and Zoning	In contract		Replaced with repainting of	Complete

	palette is appropriate and what colors/criteria should be included	agenda for discussion		structures.	
Bay Drive & 96th Street	Open Bay Drive off 96th Street	Staff will research	Police and Building to research	No change. Police Chief cited safety concerns	COMPLETE
Sign/swiring 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 other communities are doing	Draft code amendment	In contract	December PZ	COMPLETE
Pyramiding effects of setbacks in the H120 district	No action necessary since Planning and Zoning Board currently reviewing setbacks as part of wall footage modifications			N/A	
Garage door clarification	Modify code to remove requirement for two separate garage doors	Draft code amendment	In contract	November PZ	COMPLETE
10% window opening requirement per story	Discussion with the Planning & Zoning Board	Prepare ordinance for commission	In contract	June PZ	November Commission for first

						reading
landscaping in front of converted garage	Determine if landscaping planter is sufficient versus requiring landscaping.	Reviewed code and determined that planter is only permitted in cases where the driveway would be too short.	In contract	No further modification necessary		Yes
Sheds	Modify ordinance to increase square footage, but reduce height and add landscape requirements.	Draft code amendment	In contract	Discussed at March meeting.	Commission 1st reading in May. PZ in May	