



**Town of Surfside
PLANNING & ZONING BOARD
AGENDA**

February 28, 2019 – 6:00 p.m.
Town Hall Commission Chambers –
9293 Harding Ave, 2nd Floor, Surfside, FL 33154

Rule 7.05 Decorum. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the commission shall be barred from further appearance before the commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the commission members present. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. Signs or placards may be disallowed in the commission chamber by the presiding officer. Persons exiting the commission chambers shall do so quietly.

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 community-based organization for the purpose of requesting a grant without special compensation or reimbursement for the appearance; and any person who only appears as a representative of a neighborhood, homeowners or condominium association without compensation for the appearance, whether direct or indirect or contingent, to express support of 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.

1. Call to Order/Roll Call

2. Town Commission Liaison Report – Vice Mayor Gielchinsky

3. Approval of Minutes – January 31, 2019

4. Applications:

A. 9065 Abbott Avenue - Applicant is requesting fencing in the front yard. A 4.0-foot-high wood fence is proposed.

B. 9425 Harding Avenue - Applicant is requesting one (1) wall sign for the Scarlet Letter business. The applicant is proposing a channel letter sign.

5. Discussion Items:

A. Case example on 50% rule– 9049 Carlyle Ave – Verbal update by Building Official

B. Impact Fee Study – Verbal update by Town Planner

C. Parking Needs Assessment – Verbal update by Town Manager

D. Voluntary Proffer Report

E. Freeboard & Height with Referendum explanation

F. Future Agenda Items

6. Adjournment

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 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. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE TOWN WEBSITE AT www.townofsurfsidefl.gov.

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 & ZONING BOARD
MINUTES**

January 31, 2019

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

1. Call to Order/Roll Call

The Planning & Zoning Board meeting was called to order by Chair Lindsay Lecour at 6:03 p.m.

Present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Marina Gershanovich and Board Member Jorge Garcia.

Absent: Board Member Peter Glynn, Board Member Brian Roller and Vice Mayor Gilchensky.

Also present were Town Manager Guillermo Olmedillo, Sarah Sinatra Gould, Town Planner, Town Attorney Lilian Arango, and Rosendo Prieto, Building Official.

2. Town Commission Liaison Report – Vice Mayor Gielchinsky

3. Approval of Minutes – November 29, 2018

Motion to approve the November 29, 2018 minutes as written made by Vice Chair Judith Frankel and seconded by Board Member Jorge Garcia. Motion carried with a 4-0 vote.

Board Member Rochel Kramer arrived shortly after roll call.

4. Applications:

A. 225 95th Street - The applicant is requesting one (1) illuminated wall sign for the Chai Wok business.

Chair Lindsay Lecour read the item into the record.

Sarah Sinatra Gould, Town Planner, introduced the item and stated that the applicant is requesting one (1) illuminated wall sign for the Chai Wok business and they are proposing a channel letter sign.

Staff recommends approval with the conditions that the proposed sign be offset from the wall a minimum of 2 inches to permit rain water and that the wall face be painted and conditioned as necessary.

Motion to approve as recommended made by Vice Chair Judith Frankel and seconded by Board Member Jorge Garcia. Motion carried with a 4-0 vote.

B. 9588 Harding Avenue - The applicant is requesting one (1) illuminated wall sign and logo for the BD Design business.

Chair Lindsay Lecour read the item into the record.

Town Planner Sinatra introduced the item and stated that the applicant is requesting one (1) illuminated reverse letter wall sign and logo for the business. Staff stated that they have reviewed the application and they meet the code requirements with the conditions that they will paint and condition the face as necessary and remove the word platinum dealer and change it to a push through to meet the requirements.

Applicant Sandra Abreu brought the correction requested and gave to the Town Planner.

Motion to approve as recommended with staff conditions made by Board Member Rochel Kramer and seconded by Vice Chair Judith Frankel. Motion carried with a 5-0 vote.

C. 9049 Carlyle Avenue - The applicant is requesting to substantially renovate an existing house and add a rear addition with a partial second floor.

Town Planner Sinatra introduced the item and stated that the applicant is requesting to substantially renovate an existing house and add a rear addition with a partial second floor. One of the requirements was for the applicant to send proof of notification in the form of letters to the neighbors, which they did.

Staff recommends approval with the following conditions: An 18-foot x 18-foot driveway, within 30 days of the approval of the building permit and approval of the FFE, will need to be verified and approved by the Building Official and removal of the front gate and fence along the front elevation.

Chair Lindsay Lecour opened the floor to public participation.

Orlando Castro, Architect, for the project spoke on this item.
Julian Cruz representing applicant spoke on this item.

Vice Chair Judith Frankel asked Mr. Castro regarding the ventilation of the project and in the event of a hurricane.

Mr. Castro answered Vice Chair Frankel's question.

Chair Lindsay Lecour asked Sarah Sinatra Gould, Town Planner regarding the 50% requirement and Sarah Sinatra Gould, Town Planner answered her question.

Discussion continued among the Board, the applicant, architect and Town Planner Sinatra regarding the requirement and meeting code.

Chair Lindsay Lecour requested to come back next month to make sure they meet the requirement and the interpretation.

Town Manager Guillermo Olmedillo advised the Chair that they have an option to defer the item.

Chair Lindsay Lecour asked regarding the fence/gate and would like that removed and does not add to the façade.

Chair Lindsay Lecour requested the Building Official to come next month to explain the requirements and recommendations to the Board.

Diana Gonzalez, Surfside resident, spoke on the item.

Motion to approve as recommended with staff changes and additional conditions deleting the entire length of the front gate within 30 days of the date of this motion made by Vice Chair Judith Frankel and seconded by Board Member Jorge Garcia. Motion carried with a 5-0 vote.

D. 1116 88th Street - The applicant is requesting to renovate an existing house and add additional square footage on both the first and second floors of the house.

Town Planner Sinatra introduced the item and stated that the applicant is requesting to renovate an existing house and add additional square footage on both the first and second floors of the house.

Staff recommends approval with the conditions of the applicant to replace light fixtures of the gate and fence to meet code requirements height of 4 feet, swapping of hedges for fence and removal of vehicular fence.

Marc Compton representing the applicant, spoke on this item and showed a rendering of the property.

Albert Rodriguez representing the applicant, spoke on this item and answered question from the Board regarding fencing, design, hedging and landscaping.

Chair Lindsay Lecour closed the floor to public participation.

Motion to approve as recommended made by Board Member Brian Roller and seconded by Board Member Peter Glynn. Motion carried with a 5-0 vote.

Board Member Brian Roller entered at 6:51 p.m.

E. 8927 Byron Avenue - The applicant is requesting to demolish a portion of the existing house and substantially renovate and add additional square footage.

Town Planner Sinatra introduced the item and stated that the applicant is requesting to demolish a portion of the existing house and substantially renovate and add additional square footage.

Celia Fonte spoke on this item.

Douglas West spoke on this item.

Staff recommends approval with the following conditions: At time of building permit, the crown of road spot elevation needs to be verified on the property survey; at

time of building permit, the FFE will need to be verified and approved by the Building Official; the applicant must verify that there will be no net loss of wall openings on the north side of the structure; the flat roof must be approved by the Planning & Zoning Board and provide landscaping in front of the front façade..

Motion to approve as recommended made by Vice Chair Judith Frankel and seconded by Board Member Brian Roller. Motion carried with a 6-0 vote.

5. Quasi-Judicial Items:

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.

Chair Lindsay Lecour read the quasi-judicial statement into the record.

Town Attorney Arango asked Recording Clerk Duval if she complied with the advertising requirements on this item.

Recording Clerk Duval responded affirmatively.

Town Attorney Arango asked if anyone on the board has had any ex-parte communications either with the applicant or objector, or anyone for or against this matter.

All Board members responded no to the Town Attorney's question.

Town Attorney asked anyone who will be speaking on this item to please stand and raise their right hand and take the oath.

Recording Clerk Duval read the oath to testify truthfully for those standing to swear and affirm to.

A. 8851 Harding Avenue - 18 Unit Multifamily Building, Site Plan & Loading Space Size Variance

Recording Clerk Duval read the item into the record.

Recording Clerk Duval polled the Board and swore in the speakers.

Town Planner Sinatra presented the item to the Members of the Planning and Zoning Board.

Staff recommended approval with recommendations to the Town Commission. Additional conditions of flipping fence with shrubs were added.

Architect Juan David spoke on this item.

There was discussion among applicant and the Board regarding garbage pickup, semi-trucks and moving trucks.

Motion to approve as recommended made by Board Member Brian Roller and seconded by Board Member Jorge Garcia. Motion carried with a 5-0 vote.

6. Discussion Items:

A. Freeboard and Height Discussion

Town Planner Sinatra gave a presentation on the item and sea level rise specifically with freeboard and how they measure.

Chair Lecour recommended having a brief discussion and moving forward for Board Member Peter Glynn to give his opinion during a different meeting since he was not present.

Chair Lecour asked what the exact measurement would the finished floor have to be and Town Planner Sinatra stated 10 feet but she would defer it to the Building Official and have him come back with more information at the next meeting.

Chair Lecour asked Town Planner Sinatra to lay out the path for a referendum if in fact that would be the course of action that will need to be taken.

B. Future Agenda Items

Chair Lecour requested the Building Official attend the next Planning and Zoning Meeting to explain how he did the 50% calculation on 9049 Carlyle Avenue.

Chair Lecour also requested to poll the voluntary project proffers, and can they collect data from past few years of quasi-judicial and bring to the Board.

Discussion on impact fee took place among Sarah Sinatra Gould, Town Planner and the Board.

Discussion on ride sharing services in the Town took place among staff and the Board and will be made part of the parking study.

C. Planning and Zoning Board Liaison to the Sustainability and Resiliency Committee - Verbal

Town Clerk's Office to send time and date for Resiliency Meeting to the Planning & Zoning Board.

7. Adjournment

There being no further business to discuss before the Planning & Zoning Board, Board Member Brian Roller made a motion to adjourn the meeting at 8:09 p.m.

Respectfully submitted,

Accepted this ____ day of _____, 2019.

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Planning and Zoning Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Kathy Mehaffey, Town Attorney
Date: February 28, 2019
Re: 9065 Abbott Avenue - Fence

The property located at 9065 Abbott Avenue is within the H30B zoning district. The applicant is requesting fencing in the front yard. A 4.0 foot high wood fence is proposed.



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.	A wood fence is proposed within the front setback.

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

Frontage	Maximum Height (Feet)	Maximum Opacity (Percent)	Proposed
50 feet	4.0 feet	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent	Applicant is proposing a 4 foot horizontal board wood fence. The wood panel boards are proposed at 1 inch wide with 1.25 inch spacing to meet the 50% opacity maximum.

Recommendation

Staff recommends approval subject to the following conditions:

- 1.) Fence to be maximum 4 feet in height;
- 2.) Wood panels must be no more than 1 inch wide with a 1.25 inch space between the horizontal wood panels.



MEMORANDUM

To: Planning and Zoning Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Kathy Mehaffey, Town Attorney
 Date: February 28, 2019
 Re: 9425 Harding Avenue – Sign / The Scarlet Letter

The subject property is located at 9425 Harding Avenue and is within the SD-B40 zoning district. The applicant is requesting one (1) wall sign for the Scarlet Letter business. The applicant is proposing a channel letter sign.

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 Findings

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-73

Signs	Permitted	Proposed
Area	25 square feet	3.6 square feet
Location	With the exception of theater marquees and V-box signs, no sign shall be erected so that any portion thereof shall project over a dedicated street or sidewalk or so that any portion thereof shall project more than five feet from any main building wall.	Sign does not project over the sidewalk or street.



<p>Offset</p>	<p>Signs shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit water to flow down the wall face.</p>	<p>Information not supplied.</p>
<p>Illumination</p>	<p>All signage, lettering, logos or trademarks shall be required to be lit with white illumination from dusk to dawn. The illumination may be either internal illumination or external illumination, however, all walls below the sign shall be illuminated with white wall wash LED lighting. It shall be located and directed solely at the sign. The light source shall not be visible from or cast into the right-of-way, or cause glare hazards to pedestrians, motorists, or adjacent properties.</p>	<p>Information not supplied</p>

FINDINGS

Staff finds the application meets the Code subject to the following:

- 1.) At time of building permit must supply information on compliance with sign illumination requirements of Sec. 90-73(a)(3)(b3);
- 2.) Proposed sign shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit rain water to flow down the wall face;
- 3.) The wall face shall be reconditioned and painted as necessary.



Town of Surfside Planning & Zoning Communication

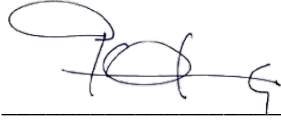
Agenda Date: February 28, 2019
Subject: Voluntary Proffers
From: Sarah Sinatra Gould, AICP, Town Planner

The Planning & Zoning Board has requested an analysis of all voluntary proffers provided to the Town as part of a development application broken down by unit. Below is a chart of this analysis:

#	Address	# of units	Budget Impact	Cost Per Unit (Budget Impact/# of units)
1	9300-9380 Collins Avenue	205 Hotel Rooms	\$272,000 in Voluntary Proffers	\$1,326 per hotel room
2	8995 Collins Avenue (Surf House Condominium)	55 Condominium Hotel Units	\$851,050 in Voluntary Proffers (including payment for the use of the Town's Right of Way)	\$15,473 per condominium hotel room
3	8851 Harding Avenue	18 Unit Apartment Building	\$33,509.58 in Voluntary Proffers	\$1,861.64 per unit
4	303 Surfside Blvd.	4 Unit Townhouse Development	<i>Undergrounding the utilities west of the property.</i>	
5	9449 and 9418 Collins Avenue (Grand Beach Hotel)	341 Room Hotel	\$840,000	\$2,463 per hotel room
7	8955 Collins Avenue	16 Condominium Units	\$160,000 in Voluntary Proffers	\$10,000 per unit
8	9365 Collins Avenue (Chateau)	85 Condominium units	\$1,100,000 in Voluntary Proffers	\$12,941 per unit
9	8801 Collins/ 8809 Harding Avenue	17 Unit Residential Development	\$99,360 in Voluntary Proffers	\$5,844 per unit
10	9011 Collins Avenue (Surf Club)	285 Room Condominium/Hotel	\$1,510,000 in Voluntary Proffers	\$5,298 per condominium hotel room
11	9200 Collins Avenue Hotel (Surfside Hotel)	175 Hotel Rooms	\$32,500 in Voluntary Proffers	\$185.71 per hotel room
12	9133-9149 Collins Avenue (Surf Club II)	46 new condominium units and 31 hotel rooms (77 total)	\$250,000 in Voluntary Proffers	\$3,246 per unit (condominium or hotel room)



Sarah Sinatra Gould, AICP, Town Planner



Guillermo Olmedillo, Town Manager



Town of Surfside Planning & Zoning Communication

Agenda Date: January 31, 2019

Subject: Freeboard & Height Discussion

From: Sarah Sinatra Gould, AICP, Town Planner

Background: One of the Planning & Zoning Board's (Board) top priorities is to prepare and plan for sea level rise. As properties are being redeveloped, the Board has been concerned with structures having the ability to be elevated to accommodate sea level rise. Over the past two years, the board has asked staff to analyze ways to encourage additional built up ground under a home. The additional built up ground is called "freeboard."

After multiple meetings and discussions, the Town Commission requested that staff provide graphics demonstrating if a two story structure could be developed by increasing the freeboard by one foot, but not increasing the height. The challenge is that the height cannot be increased without a referendum. Staff prepared language requiring one additional foot of freeboard as well as measuring to the top of the roof beam for a pitched roof. This change allowed the increase of freeboard without the need for a referendum.

Some members of the Planning and Zoning Board have indicated that the additional one foot may not be enough as sea level rise increases. The City of Miami is currently proposing an ordinance with five feet of freeboard. If the Town wishes to undertake a similar ordinance, a referendum will be required to address increases in height required by the increase in freeboard. The Board requested this item be placed on the agenda for discussion along with copies of the recently approved ordinance increases freeboard and revising the method of measuring pitched roofs.

Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager

ORDINANCE NO. 18-1674

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 42 "FLOODS", SECTION 42-92 "SPECIFIC STANDARDS" TO ADDRESS LOWEST FLOOR ELEVATION REQUIREMENTS FOR SINGLE FAMILY RESIDENTIAL STRUCTURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

1 **WHEREAS**, the Town of Surfside ("Town") recognizes that changes to the adopted Code
2 of Ordinances are periodically necessary in order to ensure that the Town's regulations are current
3 and consistent with the Town's planning and regulatory needs; and

4 **WHEREAS**, the Federal Emergency Management Agency ("FEMA") has identified
5 special flood hazard areas within the boundaries of the Town and such areas may be subject to
6 periodic flooding/inundation which may result in the loss of life and property, health and safety
7 hazards; and

8 **WHEREAS**, the Sustainability Committee and Planning and Zoning Board researched
9 and evaluated the impact of rising sea levels and the necessity and ability to increase the lowest
10 floor elevation requirements to reduce flooding of residential structures; and

11 **WHEREAS**, the Town Commission agrees with the recommendations of the
12 Sustainability Committee and Planning and Zoning Board and finds there is a critical need to
13 increase base flood elevations, particularly for single family residential properties, to the extent
14 feasible within the current height limitations of the Town Charter; and

15 **WHEREAS**, the Town Commission held its first public hearing on December 13, 2017
16 having complied with the notice requirements required by Florida Statutes; and

17 **WHEREAS**, the Planning and Zoning Board, as the local planning agency for the Town,
18 held its hearing on the proposed amendment on January 25, 2018 with due public notice and input;
19 and

20 **WHEREAS**, the Town Commission conducted a second duly noticed public hearing on
21 these regulations as required by law on February 13, 2018; and

22 **WHEREAS**, the Town Commission hereby finds and declares that adoption of this
23 Ordinance is in the best interest of the Town.

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

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PASSED AND ADOPTED on first reading this 13th day of December, 2017.

PASSED AND ADOPTED on second reading this 13th day of February, 2018.

On Final Reading Moved by: Commissioner Paul

On Final Reading Second by: Commissioner Gielchinsky


FINAL VOTE ON ADOPTION:

Commissioner Daniel Gielchinsky	<u>yes</u>
Commissioner Michael Karukin	<u>yes</u>
Commissioner Tina Paul	<u>yes</u>
Vice Mayor Barry Cohen	<u>yes</u>
Mayor Daniel Dietch	<u>yes</u>




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:**



Weiss Serota Helfman Cole & Bierman, P.L.,
Town Attorney

ORDINANCE NO. 18-1673

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING," SECTION 90-2 "DEFINITIONS," TO REVISE THE MEASUREMENT OF ROOF HEIGHT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Surfside ("Town") recognizes that changes to the adopted Code of Ordinances are periodically necessary in order to ensure that the Town's regulations are current and consistent with the Town's planning and regulatory needs; and

WHEREAS, the Town has researched and evaluated mechanisms available to encourage pitched roof design for residential structures to maintain a more consistent architectural scheme; and

WHEREAS, the Town recognizes that a pitched roof does not obscure the entire visual plane, but rather takes up only a portion of the spatial volume between the top beam and the roof peak; and

WHEREAS, the Town desires to revise the methodology for measuring the height of pitched roofs to recognize the reduced visual impact and encourage the use of pitched roofs; and

WHEREAS, the Town Commission held its first public hearing on December 13, 2017 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 amendment on January 25, 2018 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 February 13, 2018; and

WHEREAS, the Town Commission hereby finds and declares that adoption of this Ordinance is in the best interest of the Town.

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. Section 90-2 “Definitions,” of Chapter 90, “Zoning” of the code of the Town of Surfside, Florida is hereby amended as follows:

Sec. 90-2. - Definitions.

For the purpose of this chapter, certain terms and words are hereby defined. For convenience, all defined words and terms are set out in different type.

* * *

Height:

- (1) Flat Roofs: The vertical distance from ~~the grade, which is~~ the average datum or elevation of the crown of the road fronting upon the street serving the lot or building site, to the highest point of the roof.
- (2) Pitched Roofs. The vertical distance from the average datum or elevation of the crown of the road fronting the lot or building site, to the top of the tie beam. A pitched roof shall have a maximum pitch of 4/12.

* * *

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this ordinance.

Section 4. Inclusion in the Code. 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 5. Conflicts. Any and all Ordinances and Resolutions or parts of Ordinances or Resolutions in conflict herewith are hereby repealed.

Section 6. Effective Date. This ordinance shall become effective upon adoption.

PASSED AND ADOPTED on first reading this 13th day of December, 2017.

PASSED AND ADOPTED on second reading this 13th day of February, 2018.

On Final Reading Moved by: Commissioner Karukin

On Final Reading Second by: Commissioner Paul

FINAL VOTE ON ADOPTION:

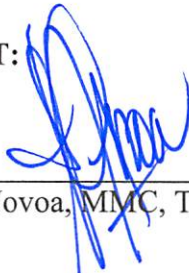
Commissioner Daniel Gielchinsky
Commissioner Michael Karukin
Commissioner Tina Paul
Vice Mayor Barry Cohen
Mayor Daniel Dietch

yes
yes
yes
yes
yes



Daniel Dietch, Mayor

ATTEST:

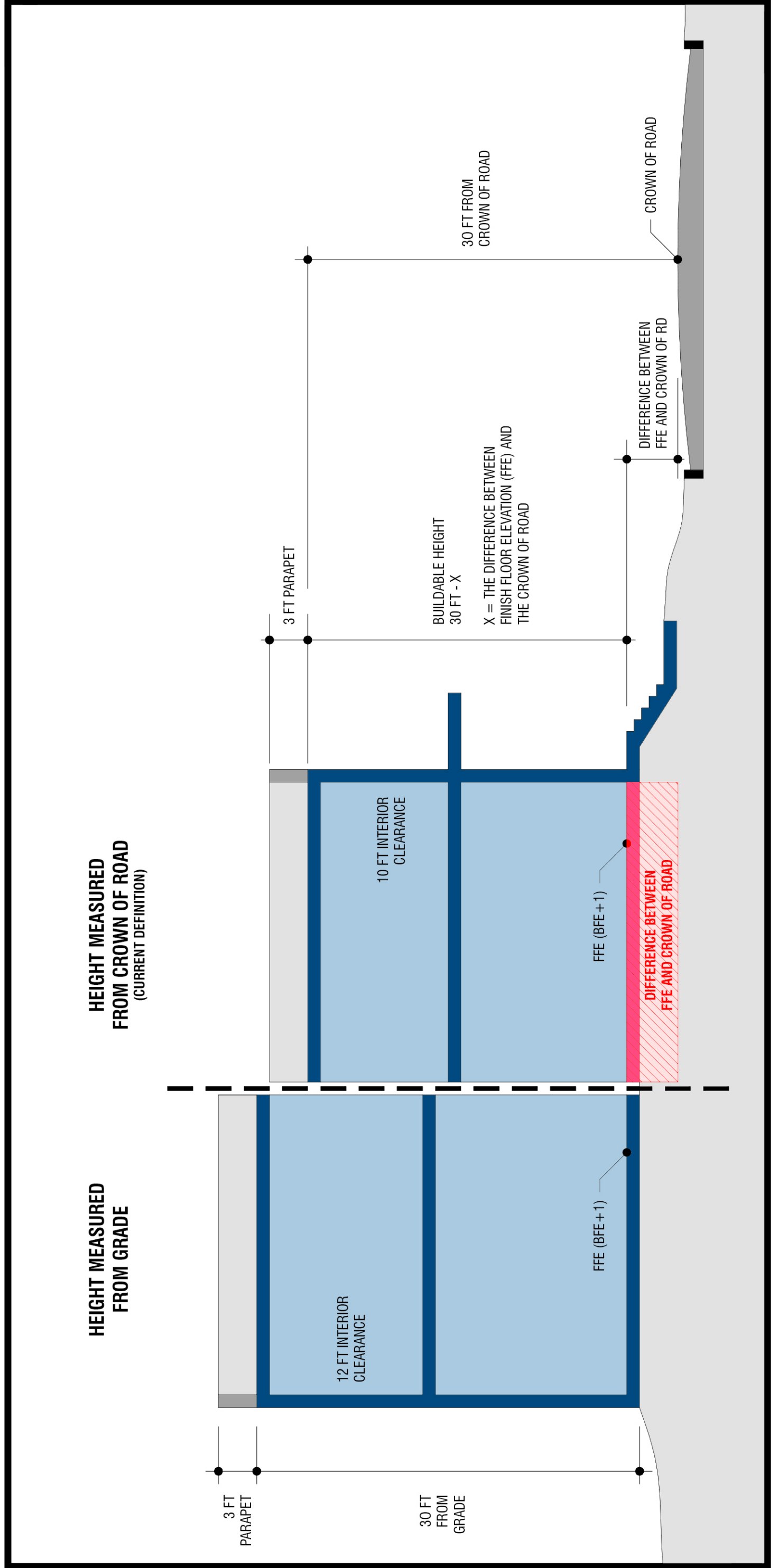


Sandra Novoa, MMC, Town Clerk

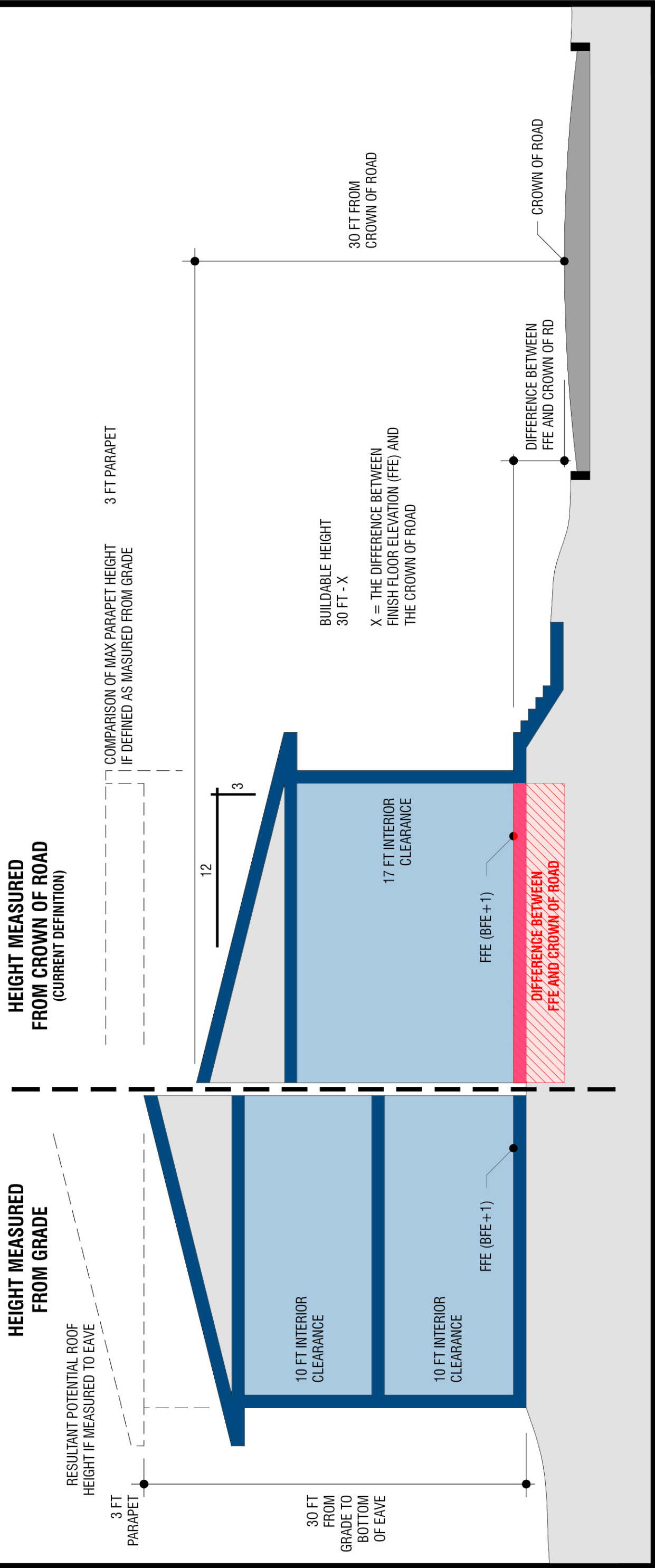
**APPROVED AS TO FORM AND LEGALITY FOR THE USE
AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**



Weiss Serota Helfman Cole & Bierman, P.L.,
Town Attorney



HEIGHT - PITCHED ROOFS



MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMITTEE MEMORANDUM

TO: Land Use and Development Committee

FROM: Jimmy L. Morales, City Manager

DATE: January 18, 2017



SUBJECT: **DISCUSSION REGARDING RESILIENCY AND ADAPTATION CRITERIA FOR LAND USE BOARDS.**

HISTORY

On December 14, 2016, the City Commission, at the request of Commissioner John Elizabeth Alemán, referred this item (R9F) to the Land Use and Development Committee (LUDC) and the Planning Board.

BACKGROUND

On October 19, 2016, at the request of Commissioner John Elizabeth Alemán, the City Commission discussed holding a workshop to explore setting boundaries for the North Beach Local Historic District (Item R9AE). The City Commission requested that every Historic Preservation Board packet presentation include resiliency and sustainability information. However, the City Attorney clarified that this information would have to be part of the Land Use Board review criteria in order to be considered.

ANALYSIS

The City has four Land Use Boards which are authorized to approve various types of development orders and make certain recommendations to the City Commission. These boards, with the assistance of City staff, utilize adopted criteria to make their decisions and recommendations. The general duties of the 4 Land Use Boards are as follows:

- Planning Board
 - Amendments to Comp Plan and Land Development Regulations
 - Conditional Use Permits
 - Division of Land/Lots Splits
- Design Review Board
 - Design Review Approval
- Board of Adjustment
 - Variances and Administrative Appeals
- Historic Preservation Board
 - Historic Designation Recommendations
 - Certificates of Appropriateness

As the City is facing an increase in flooding due to Sea Level Rise, it is important that Land Use Boards incorporate criteria to mitigate the effects of sea level rise and improve the City's Resiliency. Additionally, the recently adopted amendment to the City's

Comprehensive Plan related to “Peril of Flood,” establish the City as an Adaption Action Area (AAA), which among other things, requires that the City incorporate strategies into the Land Development Regulations to improve the community’s adaptability and resiliency capacities, with regards to the Sea Level Rise and Climate Change.

The attached draft ordinance amendment establishes Sea Level Rise and Resiliency Review Criteria within Chapter 133, entitled “Sustainability and Resiliency,” of the Land Development Regulations. It also references these criteria within the individual review criteria for each board. The following is a summary of the draft criteria for the Land Use Boards when reviewing development applications:

- (1) A recycling or salvage plan for partial or total demolition shall be provided.
- (2) Windows that are proposed to be replaced shall be hurricane proof impact windows.
- (3) Where feasible and appropriate, passive cooling systems, such as operable windows, shall be provided.
- (4) If resilient landscaping (salt and drought tolerant, native plants species) will be provided.
- (5) Whether the most recent adopted Southeast Florida Climate Compact Unified sea level rise projections, including a study of land elevation and elevation of surrounding properties, where considered and applied.
- (6) The ground floor, driveways, and garage ramping for new construction shall be adaptable to the raising of public rights-of-ways and adjacent land.
- (7) Where feasible and appropriate, all critical mechanical and electrical systems will be located above base flood elevation.
- (8) Existing buildings shall be, where reasonably feasible and appropriate, elevated to the base flood elevation.
- (9) When habitable space is located below the base flood elevation plus City of Miami Beach Freeboard, wet and dry flood proofing systems will be provided.
- (10) Where reasonably feasible and appropriate, water retention systems shall be provided.
- (11) New below grade parking shall be prohibited.

When considering ordinances, adopting resolutions, or making recommendations, the following criteria would apply:

- (1) Whether the proposal affects an area that is vulnerable to the impacts of sea level rise, pursuant to adopted projections.
- (2) Whether the proposal will increase the resiliency of the City with respect to sea level rise.
- (3) Whether the proposal is compatible with the City’s sea level rise mitigation and resiliency efforts.

CONCLUSION

The Administration recommends that the Land Use and Development Committee discuss the matter further and provide appropriate policy direction. If there is consensus on the proposal herein, it is further recommended that the ordinance be recommended for approval at the Planning Board.

JLM/SMT/TRM

SEA LEVEL RISE AND RESILIENCY REVIEW CRITERIA

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, AMENDING CHAPTER 118, "ADMINISTRATION AND REVIEW PROCEDURES," AT ARTICLE III, "AMENDMENT PROCEDURE," ARTICLE IV, "CONDITIONAL USE PROCEDURE," ARTICLE VI, "DESIGN REVIEW PROCEDURES," ARTICLE VII, "DIVISION OF LAND/LOT SPLIT," ARTICLE VIII, "PROCEDURE FOR VARIANCES AND ADMINISTRATIVE APPEALS," AND ARTICLE X, "HISTORIC PRESERVATION," TO PROVIDE REFERENCES TO SEA LEVEL RISE AND RESILIENCY REVIEW CRITERIA FOR CONSIDERATION BY LAND USE BOARDS WHEN DECIDING ISSUES WITHIN THEIR JURISDICTION; CHAPTER 133, "SUSTAINABILITY AND RESILIENCY," TO ESTABLISH SEA LEVEL RISE AND RESILIENCY REVIEW CRITERIA; PROVIDING FOR CODIFICATION; REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, Comprehensive Plan Future Land Use Element Policy 3.6 requires that the City "Maximize unpaved landscape to allow for more stormwater infiltration. Encourage planting of vegetation that is highly water absorbent, can withstand the marine environment, and the impacts of tropical storm winds. Encourage development measures that include innovative climate adaption and mitigation designs with creative co-benefits where possible;" and

WHEREAS, Comprehensive Plan Conservation/Coastal Zone Management Element Policy 2.12 provides that "Salt tolerant landscaping and highly water-absorbent, native or Florida friendly plants shall continue to be given preference over other planting materials in the plant materials list used in the administration of the landscape section of the Land Development Regulations and the design review process;" and

WHEREAS, Comprehensive Plan Conservation/Coastal Zone Management Element Objective 13 provides policies to "Increase the City's resiliency to the impacts of climate change and rising sea levels by developing and implementing adaptation strategies and measures in order to protect human life, natural systems and resources and adapt public infrastructure, services, and public and private property;" and

WHEREAS, the Miami Beach Comprehensive Plan designates the entire City as an Adaptation Action Area (AAA) containing one or more areas that experience coastal flooding due to extreme high tides and storm surge, and that are vulnerable to the related impacts of rising sea levels for the purpose of prioritizing funding for infrastructure and adaptation planning; and

WHEREAS, Comprehensive Plan Conservation/Coastal Zone Management Element Policy 13.4 states that "the City will develop and implement adaptation strategies for areas vulnerable to coastal flooding, tidal events, storm surge, flash floods, stormwater runoff, salt water intrusion and other impacts related to climate change or exacerbated by sea level rise, with the intent to increase the community's comprehensive adaptability and resiliency capacities;" and

WHEREAS, Comprehensive Plan Conservation/Coastal Zone Management Element Policy 13.8 states that the “City shall integrate AAAs into existing and future City processes and city-wide plans and documents which may include:…Land Development Regulations;” and

WHEREAS, the amendments set forth below are necessary to accomplish all of the above objectives.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA.

SECTION 1. Chapter 118, “Administration and Review Procedures,” Article III, “Amendment Procedure,” Section 118-163, “Review by Planning Board,” is amended as follows:

Before the city commission takes any action on a proposed amendment to the actual list of permitted, conditional or prohibited uses in zoning categories or to the actual zoning map designation of a parcel or parcels of land or to other regulations of these land development regulations or to the city's comprehensive plan, the planning board shall review the request and provide the city commission with a recommendation as to whether the proposed amendment should be approved or denied. In reviewing the application, the planning board may propose an alternative ordinance on the same subject for consideration by the city commission. The following procedures shall apply to the board's consideration of the request:

* * *

- (1) In reviewing a request for an amendment to these land development regulations, the board shall consider the following when applicable:

* * *

- n. Whether the proposed change is consistent with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 2. Chapter 118, “Administration and Review Procedures,” Article IV, “Conditional Use Procedure,” Section 118-192, “Review Guidelines,” is amended as follows:

- (a) Conditional uses may be approved in accordance with the procedures and standards of this article provided that:

* * *

- (8) The structure and site complies with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 3. Chapter 118, “Administration and Review Procedures,” Article VI, “Design Review Procedures,” Section 118-251, “Design Review Criteria,” is amended as follows:

- (a) Design review encompasses the examination of architectural drawings for consistency with the criteria stated below, with regard to the aesthetics, appearances, safety, and function of any new or existing structure and physical attributes of the project in relation to the site, adjacent structures and surrounding community. The board and the planning department shall review plans based upon the below stated criteria, criteria listed in neighborhood plans, if applicable, and design guidelines adopted and amended periodically by the design review board and/or historic preservation board. Recommendations of the planning department may include, but not be limited to, comments from the building department and the public works department. If the board determines that an application is not consistent with the criteria, it shall set forth in writing the reasons substantiating its finding. The criteria referenced above are as follows:

* * *

(19) The structure and site complies with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 4. Chapter 118, "Administration and Review Procedures," Article VII, "Division of Land/Lot Split," Section 118-321, "Purpose, standards and procedure," is amended as follows:

- B. *Review criteria.* In reviewing an application for the division of lot and lot split, the planning board shall apply the following criteria:

* * *

(7) The structures and sites will comply with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 5. Chapter 118, "Administration and Review Procedures," Article VIII, "Procedure for Variances and Administrative Appeals," Section 118-353, "Variance Applications," is amended as follows:

- (d) In order to authorize any variance from the terms of these land development regulations and sections 6-4 and 6-41(a) and (b), the applicable board shall find that:

* * *

(8) The granting of the variance will result in a structure and site that complies with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 6. Chapter 118, "Administration and Review Procedures," Article X, "Historic Preservation," Division 3, "Issuance of Certificate of Appropriateness/Certificate to

Dig/Certificate of Appropriateness for Demolition,” Section 118-564, “Decisions on certificates of appropriateness,” is amended as follows:

- (3) The examination of architectural drawings for consistency with the criteria stated below, with regard to the aesthetics, appearances, safety, and function of any new or existing structure, public interior space and physical attributes of the project in relation to the site, adjacent structures and properties, and surrounding community. The historic preservation board and planning department shall review plans based upon the below stated criteria and recommendations of the planning department may include, but not be limited to, comments from the building department. The criteria referenced above are as follows:

* * *

- g. The granting of the variance will result in a structure and site that complies with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 7. Chapter 118, “Administration and Review Procedures,” Article X, “Historic Preservation,” Division 4, “Designation,” Section 118-592, “Criteria for Designation,” is amended as follows:

- (c) The historic preservation board shall consider if the historic buildings, historic structures, historic improvements, historic landscape features, historic interiors (architecturally significant public portions only), historic sites, or historic districts comply with the sea level rise and resiliency review criteria in Chapter 133, Article II, as applicable.

SECTION 8. Chapter 133, “Sustainability and Resiliency,” is amended as follows:

ARTICLE I. – GREEN BUILDINGS

ARTICLE DIVISION I. – IN GENERAL

* * *

ARTICLE DIVISION II. – GREEN BUILDING REQUIREMENTS

* * *

ARTICLE DIVISION III. – SUSTAINABILITY FEE PROGRAM

Sec. 133-5. - Generally.

A Sustainability Fee will be assessed for all eligible participants. The calculation of the fee, provisions for refunding all or portions of the fee, its purpose, and eligible uses are detailed within this article division.

* * *

ARTICLE II. – SEA LEVEL RISE AND RESILIENCY REVIEW CRITERIA

The City’s Land Use Boards shall consider the following when making decisions within their jurisdiction, as applicable:

(a) Criteria for development orders:

- (1) A recycling or salvage plan for partial or total demolition shall be provided.
- (2) Windows that are proposed to be replaced shall be hurricane proof impact windows.
- (3) Where feasible and appropriate, passive cooling systems, such as operable windows, shall be provided.
- (4) Whether resilient landscaping (salt tolerant, highly water-absorbent, native or Florida friendly plants) will be provided.
- (5) Whether adopted sea level rise projections, including a study of land elevation and elevation of surrounding properties, where considered.
- (6) The ground floor, driveways, and garage ramping for new construction shall be adaptable to the raising of public rights-of-ways and adjacent land.
- (7) Where feasible and appropriate, all critical mechanical and electrical systems will be located above base flood elevation.
- (8) Existing buildings shall be, where reasonably feasible and appropriate, elevated to the base flood elevation.
- (9) When habitable space is located below the base flood elevation plus City of Miami Beach Freeboard, wet and dry flood proofing systems will be provided.
- (10) Where feasible and appropriate, water retention systems shall be provided.
- (11) New below grade parking shall be prohibited.

(b) Criteria for ordinances, resolutions, or recommendations:

- (1) Whether the proposal affects an area that is vulnerable to the impacts of sea level rise, pursuant to adopted projections.
- (2) Whether the proposal will increase the resiliency of the City with respect to sea level rise.
- (3) Whether the proposal is compatible with the City’s sea level rise mitigation and resiliency efforts.

SECTION 9. REPEALER.

All ordinances or parts of ordinances and all section and parts of sections in conflict herewith are hereby repealed.

SECTION 10. CODIFICATION.

It is the intention of the City Commission, and it is hereby ordained, that the provisions of this Ordinance shall become and be made part of the Code of the City of Miami Beach, as amended; that the sections of this Ordinance may be re-numbered or re-lettered to accomplish such intention; and that the word "ordinance" may be changed to "section" or other appropriate word.

SECTION 11. SEVERABILITY.

If any section, subsection, clause or provision of this Ordinance is held invalid, the remainder shall not be affected by such invalidity.

SECTION 12. EFFECTIVE DATE.

This Ordinance shall take effect ten days following adoption.

PASSED and ADOPTED this ____ day of _____, 2017.

Philip Levine
Mayor

ATTEST:

Rafael E. Granado
City Clerk

First Reading: _____, 2017
Second Reading: _____, 2017

Verified By: _____
Thomas R. Mooney, AICP
Planning Director

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ITEM	OUTCOME	NEXT STEPS	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS				
Freeboard & Height	PZ requests discussion on additional freeboard & height	Provide prior information to the board to discuss additional freeboard requirements.	February PZ	
Impact fee discussion		Town is requesting a proposal from a consultant to do the impact fee analysis.	February PZ – Verbal Update	
Update to sign code	Need to make revisions to the sign code	Staff to prepare	Future PZ	
Stepback discussion	Commission has requested the PZ board analyze this requirement	Prepare visual and calculation of volume, how much square footage does this equate to	Future PZ	
ON FUTURE COMMISSION AGENDA				
Circulation pattern	PZ discussion on pedestrian safety and walkability	Pilot project	Ongoing	Ongoing
Parking needs	Evaluate if parking code requirements are expected to be status quo based on current ride sharing trends or if the need will be reduced	Based on direction from commission	February PZ – Verbal Update	
COMPLETED				
Fences & Hedges in the front of single-family residences	Discussion on hedge height in the front	December Commission → 2 nd reading	Fences & Hedges in the front of single family residences	Approved
Landscape Plans	Require landscape plans for large scale renovations (renovations affecting more than 50% of the square footage of the house)	Requested Ross to attend meeting to	November PZ	Ross provided details. No further action requested.

			discuss requirements for landscape plans as well as the drainage review process				
Sidewalk aesthetics	Prepare discussion item to determine if walkability can be improved.	Prepare graphics depicting 8-ft wide sidewalk & landscape buffer	November PZ	Sidewalk aesthetics	No action		
Aggregation of Single Family	Requested by the Town Commission	Discuss limitations on building length relating to single family lots, if aggregated.	August Commission – First Reading, November second reading		Adopted		
Resiliency Strategy	PZ has requested staff to prepare a discussion item was to improve sustainability	Invite Betsy Wheaton from Miami Beach to discuss what improvements Miami Beach has implemented	Future PZ or Sustainability Committee		Move to sustainability		

Parking in Single-Family	In-order to increase pervious areas, evaluate if two vehicles on a driveway are needed.			October PZ	No action
Update on business district	Follow up with PZ to notify the board of who is working on strategies & any improvements to the business district	Discussion of reinstating DVAC on October 9 th commission agenda		October PZ	Completed
Ways to increase pervious area of lots	Place on PZ agenda for discussion. Provide PZ with current standards			September PZ	No action
Limitation on building length in H40 & H30C	Revisit building limitations as well as green walls to soften the breaks in the building.	PZ Review. Commission heard on first reading, March 13		April PZ	Completed
H40, H30 & SDB40 Architecturally Significant ordinance	Review with PZ options for architecturally significant ordinance for other zoning districts.	PZ discussion		March PZ	No action
Green Roofs	Requested by the Town Commission			February PZ	No action
Photovoltaic Incentives	Requested by the Town Commission	Discuss requiring solar panels for all residential properties.		February PZ	No action
Driveway	Prepare code modification that limits a driveway so that it does not exceed the front plane of the home.			January Commission	Complete
Give a foot, get a foot relating Sea Level Rise	Place on agenda for discussion on referendum	Prepare visuals, timeline and cross-section.		February Commission 2 nd reading	Complete
- Flat Roof vs. Pitch roof					

Satellite dishes	Further review by staff	Direction if this is necessary. This issue has not come up as a problem and it is not clear if this is still desired to be regulated.	Satellite dishes	Further review by staff	This issue has not come up as a problem and it is not clear if this is still desired to be regulated.
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment			Did not move forward
Driveway material regulations	Modify code to allow stamped concrete and concrete slabs with decorative rock or grass in between	Draft code amendment			Did not move forward
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission			Did not move forward
Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	Direction if this is necessary. This issue has not come up as a problem and it is not clear if this is still desired to be regulated.	Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	This issue has not come up as a problem and it is not clear if this is still desired to be regulated.
Setback for parapet above 30 feet on single family homes	Prepare ordinance to require additional setback	Direction if this is still necessary as	Setback for parapet above 30 feet on single family homes	Prepare ordinance to require	Direction if this is still necessary as

Final Zoning Inspections	Town Manager will analyze	the code could be modified to encourage pitched roofs.	Final Zoning Inspections	additional setback	the code could be modified to encourage pitched roofs.
		Building performs inspections based on conditions on the plans. Need direction if anything further is necessary		Town Manager will analyze	Building performs inspections based on conditions on the plans.
Requiring noticing for demolition of houses	Research option and place on agenda for discussion				Yes
Sign Definitions	Modify sign definitions for monument and sign area	Drafted code amendment			
Carpports	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 palette is appropriate and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract	Replaced with repainting of structures.	Complete
Bay Drive & 96 th Street	Open Bay Drive off 96 th Street	Staff will research	Police and Building to research	No change. Police Chief cited safety concerns	COMPLETE
Sign/awning code	Discussed at Joint Meeting	Staff beginning to work on draft	Work Authorization approved	July Commission August Commission	COMPLETE

As-built reviews for residential projects	Discuss increasing canopy in town, street trees, what can be planted in ROW	Research and prepare report for discussion and possible code amendment	In contract	March-PZ	COMPLETE Added a program modification to FY2015 budget
Interpretation of base flood elevation for the H120 district	No change	No further action needed		N/A	COMPLETE
Solar panel regulations	Prepare ordinance regulating solar panels	Draft code amendment	In contract	March-PZ	COMPLETE
Car charging station regulations	Prepare ordinance regulating car charging stations requiring them in 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 frontage 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	In contract	No further modification necessary	Yes

		would be too short.	Draft code amendment	In-contract	Discussed at March meeting.	Commission 1st reading in May. PZ in May
Sheds		Modify ordinance to increase square footage, but reduce height and add landscape requirements.				