



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

March 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 – February 28, 2019

4. Applications:

- A. 9041 Abbot Avenue** - The applicant is requesting to renovate their existing house by enclosing the existing rear covered patio and convert it into a new bedroom.

5. Discussion Items:

- A. Landscaping in front of fences**
B. Zoning Workshop action items
C. Freeboard & Height
D. 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**

February 28, 2019 – 6:00 p.m.

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

1. Call to Order/Roll Call

Chair Lecour called the meeting to order at 6:03 p.m.

Present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Peter Glynn, Board Member Jorge Garcia and Board Member Rochel Kramer.

Absent: Board Member Marina Gershanovich, Board Member Brian Roller** and Vice Mayor Gielchinsky.

2. Town Commission Liaison Report – Vice Mayor Gielchinsky

3. Approval of Minutes – January 31, 2019

A motion was made by Board Member Frankel, seconded by Board Member Garcia to approve the January 31, 2019 Minutes. Motion carried 5-0.

4. Applications:

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

Town Planner Sinatra introduced the item and gave staff recommendations.

Marina Kazartseva, applicant, explained to the board the design and changes made to the property. She explained the reason why she is requesting to have fence placed on the property.

Discussion on the design and fencing materials took place among the Board members and the applicant.

A motion was made by Board Member Glynn, seconded by Board Member Garcia to approve the application with the new specifications provided at the meeting which included a maximum 34-inch-high VC/vinyl fence. Motion carried 5-0 vote.

B. 9425 Harding Avenue - Applicant is requesting one (1) wall sign for the Scarlet Letter business. The applicant is proposing a channel letter sign. Town Planner Sinatra introduced the item and gave following staff recommendations.

- At the time of obtaining the building permit, the applicant must comply with signage illumination channel and must be concealed illumination
- The sign will be offset from the wall ¼ inch to a maximum of 2 inches to permit rainwater fall on the side of the wall.
- The wall fascia will be painted as necessary.

Jessica Bazar, applicant, asked regarding the illumination of the sign and Town Planner Sinatra explained what form of illumination is allowed by the code.

A motion was made by Board Member Glynn, seconded by Board Member Garcia to approve the application with the recommendations and conditions made by staff. Motion carried 5-0.

5. Discussion Items:

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

Building Official Prieto presented the item.

Further discussion took place among the Board members and Building Official Prieto and staff regarding the item and some homes that are not being built per staff requirements.

Building Official Prieto answered the Board's questions and concerns.

**Board Member Roller entered the meeting at 6:27 p.m.

B. Impact Fee Study – Verbal update by Town Planner

Town Manager Olmedillo presented the Impact Fee Study.

Further discussion continued among the Board members and Town Manager Olmedillo took place on the Impact Fee Study and those questions were addressed.

C. Parking Needs Assessment – Verbal update by Town Manager

Town Manager Olmedillo presented the Parking Needs Assessment.

Discussion among the Board members and Town Manager Olmedillo took place regarding the Parking Assessment and questions and concerns from the Board members were addressed.

D. Voluntary Proffer Report

No discussion on the item took place.

E. Freeboard & Height with Referendum explanation

Town Planner Sinatra presented the item.

Discussion among the Board members and Town Planner Sinatra regarding the item, and the Comprehensive Plan. Town Planner Sinatra answered the Board members questions.

The following speakers spoke on this item:

Randy Rose

Jeff Rose

F. Future Agenda Items

Chair Lecour asked about the attendance at the Zoning Workshop and requested a copy of the memorandum. Town Manager Olmedillo will forward a copy of the memorandum once it is finalized.

Staff gave a synopsis of the Zoning Workshop.

Chair Lecour discussed future agenda items and the impact fee study report to come back to the board in June as well as the parking study.

6. Adjournment

A motion was made by Board Member Glynn, seconded by Vice Chair Frankel to adjourn the meeting without objection at 7:51 p.m.

Accepted this _____ day of _____, 2018

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Planning and Zoning Board

Thru: Guillermo Olmedillo, Town Manager

From: James Hickey, AICP, Town Planner

CC: Kathy Mehaffey, Town Attorney

Date: March 28, 2019

Re: 9041 Abbott Avenue – Renovation & Conversion

The property is located at 9041 Abbott Avenue, within the H30B zoning. The applicant is requesting to renovate their existing house by enclosing the existing rear covered patio and convert it into a new bedroom. This will be an increase of 83.5 square feet. The proposed residence will be a 2,204 square foot structure. The applicant is also proposing a new pool and a new open trellis at the rear of the residence, which is not part of this application. The pool and trellis will be reviewed administratively.



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 & Design Guideline standards
- Staff Findings

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 42.92 Lowest Floor Elevation

Residential	Required Lowest Floor	Proposed
Single-Family Residential	Base Flood +2	Modification does not meet the 50% rule

Sec. 90.43 Maximum building heights

Height	Required Maximum	Proposed
H30B	30 feet	< 30ft (conforms)

Sec. 90-45. Setbacks

	Required	
Maximum Lot Coverage	40%	39.2%
Primary Frontage	Minimum 20 feet	20 feet 6 inches
Interior side (lots equal to or less than 50 feet in width)	Minimum 5 feet	5 feet
Secondary Frontage	Minimum 10 feet	N/A
Rear	Minimum 20 feet	20 feet 8 inches

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 square feet	5,617 square feet
Maximum lot coverage	40%	39.2%
Pervious area	35% (minimum)	47.8%

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;	The proposed home will feature similar architectural features as the neighboring homes which are also one story homes.

	(e)Number and location of doors and windows; and (f)Roof style and pitch.	
Wall openings	10% for all elevations	All elevations are 10% or greater for wall openings.
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 Board; (d)Architecturally embellished metal if granted approval by the Board; or (e)Other Florida Building Code approved roof material(s) if granted approval by the Board.	Clay tile to match existing.

Decorative Features

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

Overall Architectural Style

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

Wall Materials and Finishes

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

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent
Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile; 3. Solid color cement tile which color is impregnated with the same color intensity	Existing clay roof to remain, no adjustments to the roof are being proposed.

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.

FINDINGS

Staff finds the application meets the Code.

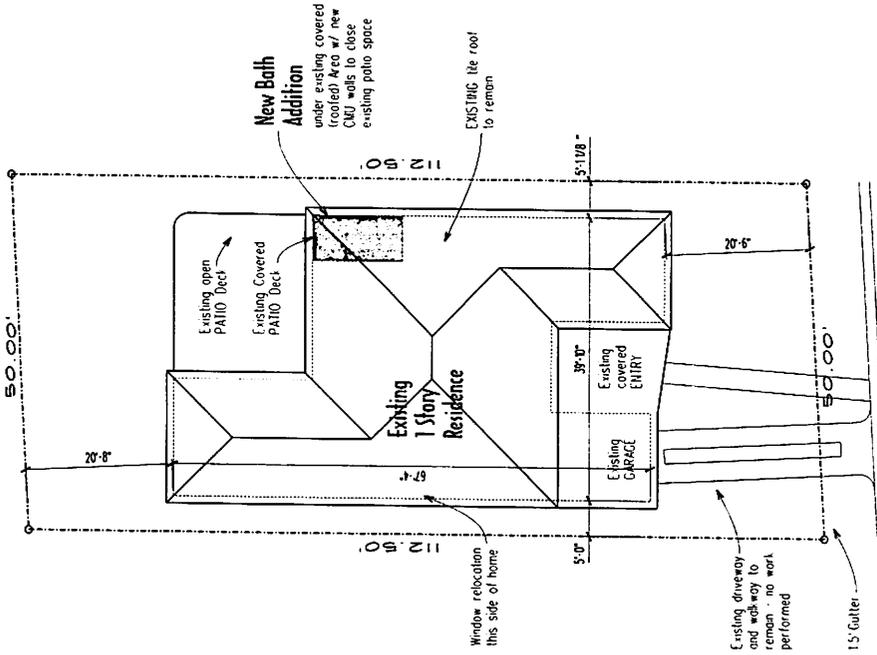
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SITE PLAN REVIEW

Zoning Legend

Zoning Category	MSOB
Existing Building Footprint	1,991 sq. ft.
Existing Covered Entry	129.5 sq. ft.
Existing Covered Rear Patio (Convert to Bathroom)	83.5 sq. ft.
EXISTING Building Footprint under Roof	2,204 sq. ft. 39.2 %
Total Area of Impervious Surfaces (walks, drives, decks)	799 sq. ft. 13.0 %
Total Area of Porous Open Spaces	2,684 sq. ft. 47.8 %
Net Land Area	5,617 sq. ft. 100.0 %

SETBACKS	REQ.	PROVIDED
FRONT	20'-0"	20'-0" (existing)
SIDE STREET	10'-0"	N/A
SIDE	5'-0"	5'-0" (existing)
REAR	20'-0"	20'-8" (existing)
MAX LOT COVERAGE	40 %	39.9 %



Abbott Avenue
32'-0" roadway
50'-0" total right-of-way



LEGAL DESCRIPTION

Lot 13, of Block 5, of "Atlas del Mar No. 4" according to the plat thereon as recorded in Plat Book 10 at Page 63 of the public records of Miami Dade County Florida



General Note: Any errors, omissions, and/or conflicts between the drawings and the specifications shall be resolved by the architect. The architect shall not be responsible for any errors, omissions, and/or conflicts between the drawings and the specifications which may occur in the field. The contractor shall be responsible for obtaining all necessary permits and for complying with all applicable laws, codes, and regulations. The architect shall not be responsible for any errors, omissions, and/or conflicts between the drawings and the specifications which may occur in the field. The contractor shall be responsible for obtaining all necessary permits and for complying with all applicable laws, codes, and regulations.

Robert J. Jara
Architect
Management
Design
1450 W. 20th Street
Coral Gables, Florida 33139
754.344.4779
rjara@rjjara.com

PROTECT DESIGN
Expansion and
Interior Renovation
to the Residence of:
**Eduardo Portillo
Aixa Rodriguez**
9011 Abbott Avenue
Sudsdale, FL 33154
Phone: 14-2233-001-0530

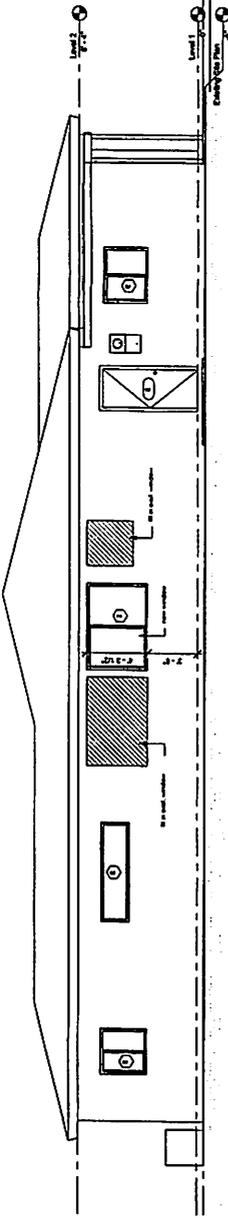
PROFESSIONAL CERTIFICATION
Robert Jara, P.E.
Registration No. 111111
State of Florida

NO.	DATE	DESCRIPTION
1	10/24/19	Site Plan Review

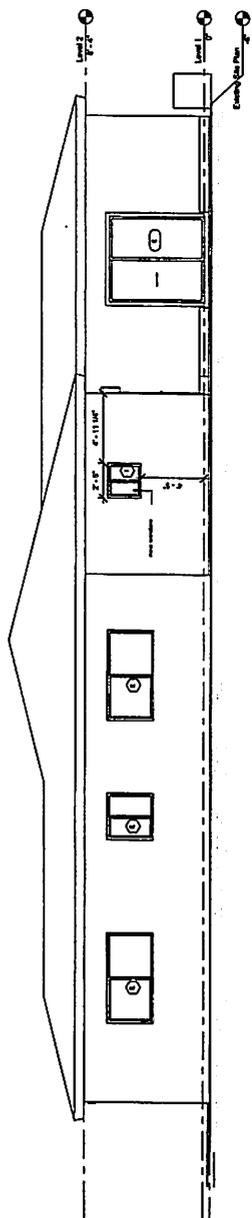
Sheet Number
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Revision Number	Revision Description	Revision Date
1840		
SC		
MM		
1/08/2019		
A201		



① North Elevation
1/8" = 1'-0"



② South Elevation
1/8" = 1'-0"



Town of Surfside Planning & Zoning Communication

Agenda Date: March 28, 2019

Subject: Landscaping in front of fences

From: Sarah Sinatra Gould, AICP, Town Planner

Background: The Planning & Zoning Board requested a modification of the fence ordinance to require landscaping when a fence is placed at the front yard or corner yard. Staff is proposing the language below:

90-56.2 A fence or ornamental wall may be placed within the front yard or primary corner yard if granted approval by the Planning and Zoning Board Design Review Board. Fences or ornamental walls within the front yard or primary corner yard shall have a continuous hedge of a minimum height of three feet at the time of planting and shall thereafter be maintained a maximum height equal to the top of the fence or wall. The hedge shall be planted between the right-of-way and the fence or ornamental wall. The hedge shall be planted contemporaneously with the erection of the fence or wall.

Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager



Town of Surfside Planning & Zoning Communication

Agenda Date: March 28, 2019

Subject: Zoning Workshop Outcome

From: Sarah Sinatra Gould, AICP, Town Planner

Town staff held a Zoning Code Workshop on Tuesday, February 5, 2019 from 6:00 to 8:00p.m. and approximately 35 people attended the meeting. Representing the Town were the Town Manager, Assistant Town Manager, Town Attorney, and Town Planners. Twenty-four residents provided verbal comments regarding the Town's Code and an additional comment was received via the Town's Website. The main topics identified were related to aggregation of lots, aesthetics of the single-family neighborhood, building lengths, outdoor seating at restaurants and landscaping. Additional comments were received which were general in nature.

Staff explained that the building length ordinance was modified and outdoor seating issues are relating to code compliance. Therefore, the remaining concerns relating to zoning were the aesthetics of the single-family neighborhood, specifically large homes, and aggregation of lots. Single family aggregation was recently addressed in an ordinance and multifamily or hotel lots that are aggregated are required to reduce the overall density by 15%. The public at the meeting wanted a greater reduction in density to encourage less development. Staff is proposing the following modifications to address these concerns:

1. *Prohibit mechanical lifts and tandem parking.* The code currently allows these mechanisms to allow alternative design options for parking at multifamily, hotels and commercial buildings. The suggestion is to require traditional parking, which could result in less number of units being developed.
2. *Increase the density reduction for aggregated lots.* Currently, the code states that if a lot is aggregated, it must reduce the overall density by 15%. Therefore, multifamily development on a one acre lot in the H40 district (west side of Collins)

is permitted 79 dwelling units. If this lot was aggregated, the density must be reduced by 15% resulting in a maximum density of 67 dwelling units. If this was modified to 25%, the maximum density would be 59 dwelling units.

3. *Require a flat roof on a single family home to be concealed by a pitched roof.* Feedback often received is that the modern style homes resemble boxes. The Planning and Zoning Board has struggled with this design as well and has supported an ordinance that allowed the pitch of a roof to be considered architectural while measuring the height to the top of the tie beam, thereby encouraging the pitched style rather than a flat roof study. A further option would be to prohibit flat roofs visible from a right-of-way.

4. *Limit the maximum square footage of a second floor in the single family home to no more than 65% of the first floor.* The mass of two story homes is a reoccurring concern. The code currently permits a maximum square footage of 80% of the first floor. For example, if a lot is 5,600 square feet, the first floor could be 2,240 square feet. Currently, the second floor could be 1,792 square feet, for a total of 4,032 square feet. If the maximum was 65% of the first floor, the second floor would be limited to 1,456 square feet and the maximum would be 3,696 square feet.

Staff is requesting input from the Planning and Zoning Board on these initiatives.



Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager



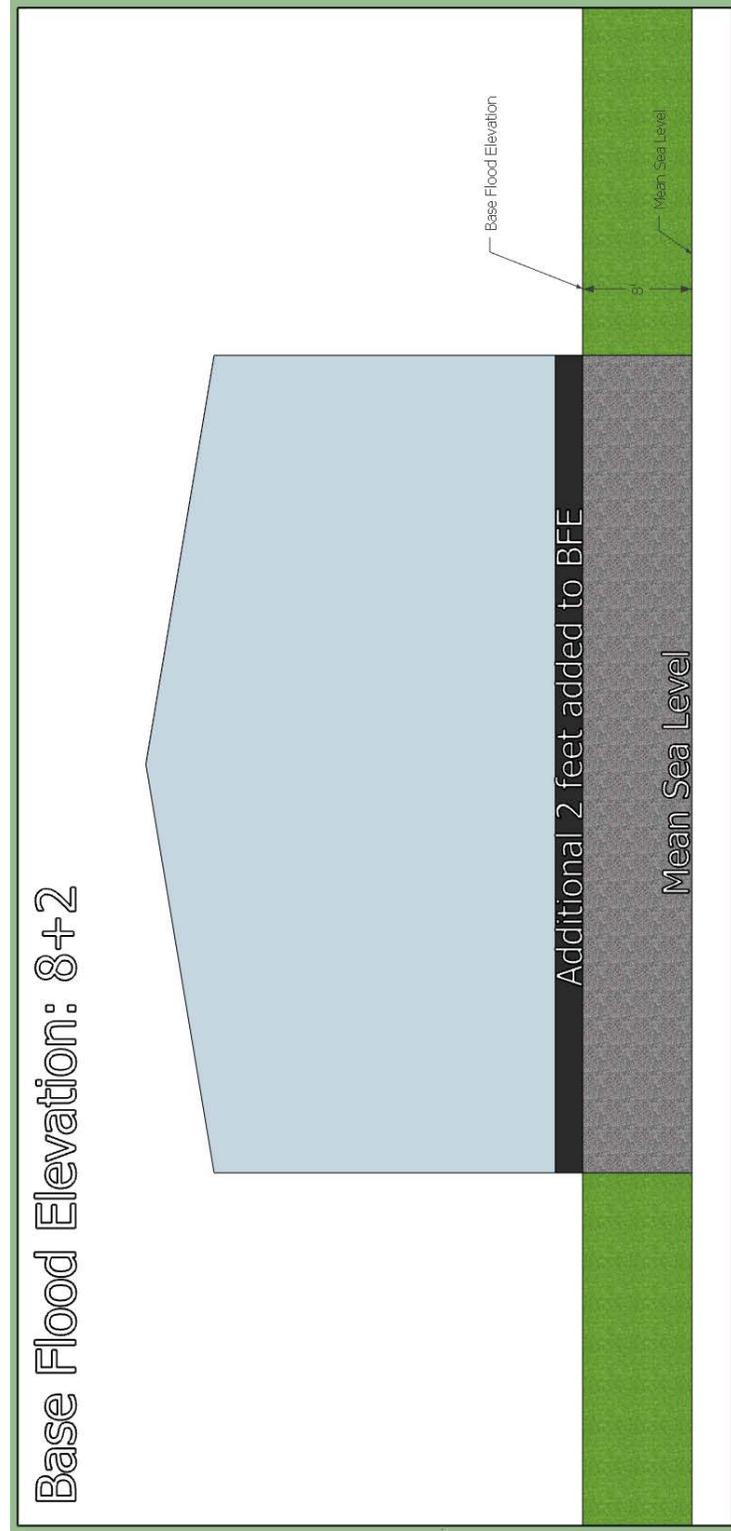
Town of Surfside Planning & Zoning Communication

Agenda Date: March 28, 2019
Subject: Storm Surge & Freeboard
From: Sarah Sinatra Gould, AICP, Town Planner

Background: The Planning & Zoning Board requested graphics to understand the impact of the increased freeboard and how that relates to the storm surge that was projected for Hurricane Irma and Tropical Storm Matthew. The attached graphics demonstrate NGVD29, base flood+2, the minimum/maximum models for the storm surge and the actual storm surge.

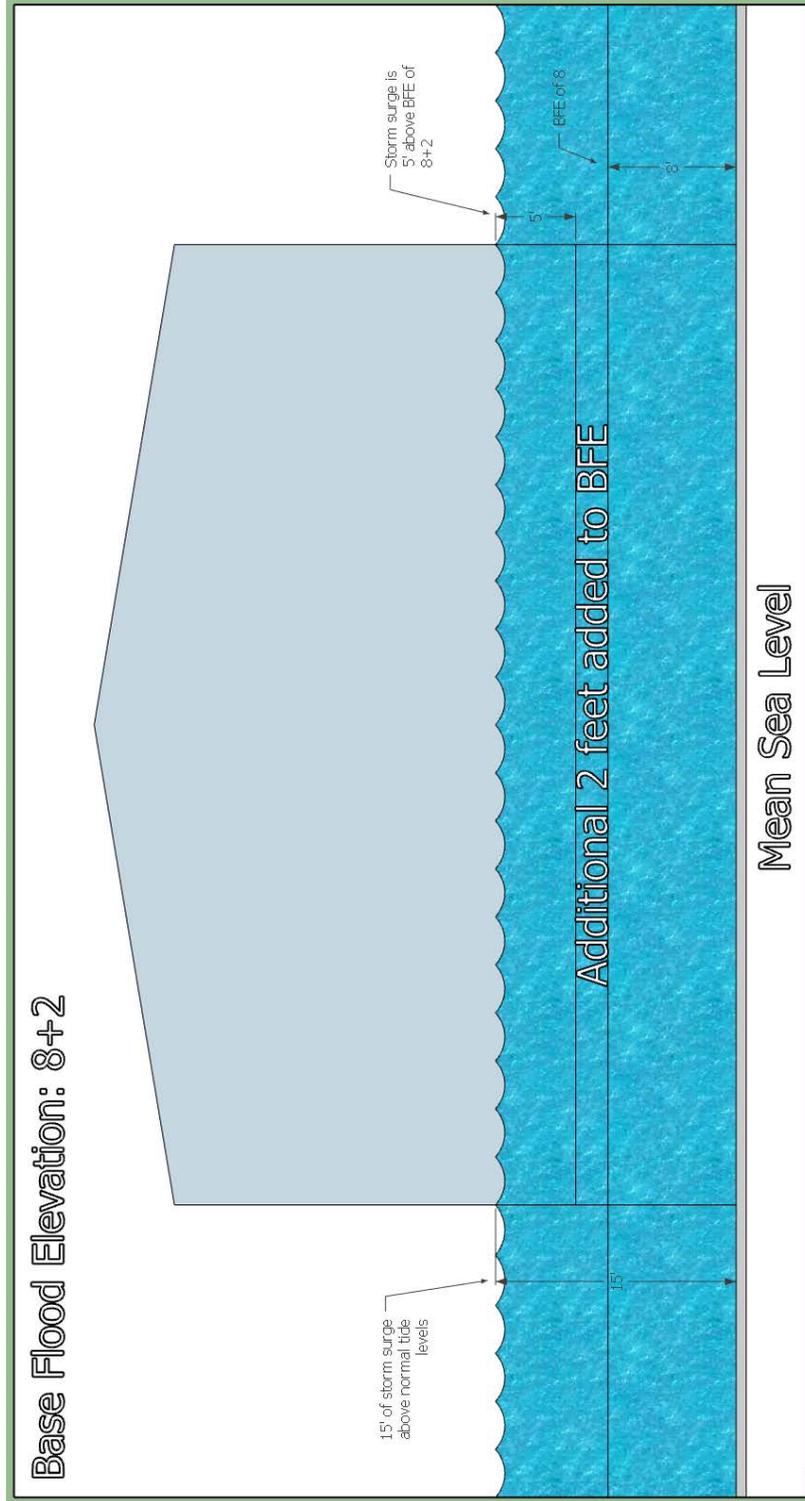
Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager



The following graphics will compare the Town of Surfside's Base Flood Elevation (BFE) of 8+2 (for the H30B district) with the most extreme and least extreme storm surge levels of the past 2 hurricanes in Florida – Hurricane Irma and Hurricane Matthew. There will be two components to this analysis – the comparison between the storm surge forecast and the actual storm surge that accrued. Records indicate that the storm surge forecast for Hurricane Irma was 10 to 15 feet. During Hurricane Irma the combined effect of storm surge and tide produced maximum inundation levels of 4 to 6 feet above ground for portions of Miami-Dade County in southeastern Florida, especially along Biscayne Bay (NOAA). Inundation is the total water level that occurs on normally dry ground as a result of the storm tide, and is expressed in terms of height of water, in feet, above ground level. Records indicate that the storm surge forecast for Hurricane Matthew was 7 to 11 feet. During Hurricane Matthew the combined effect of the storm surge and the tide produced a maximum inundation levels of 5 to 7 feet above ground level (NOAA).

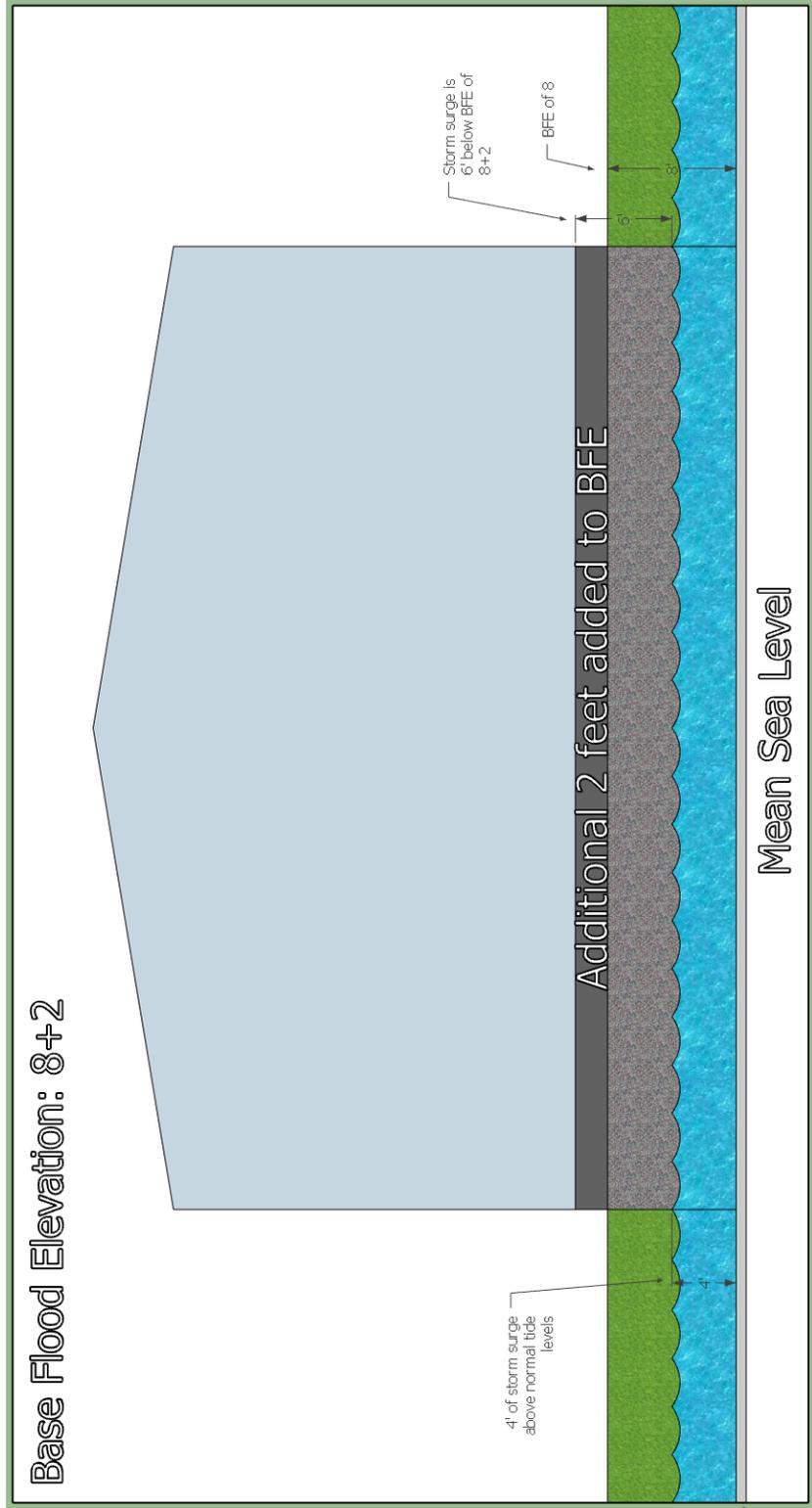
Base Flood Elevations (BFE) in Miami-Dade County are referenced to National Geodetic Vertical Datum of 1929 (NGVD29) and Mean Sea Level (MSL) = 0.7 ft. (NGVD29) in the Town of Surfside per Tide Station: Haulover Pier (872-3073) as published by NOAA.



Scenario 1:1 – Hurricane Irma Forecast

In the days approaching the landfall of Hurricane Irma, the National Hurricane Center (NHC) forecasted storm surge heights of 10 to 15 feet in parts of Florida. The rendering above represents the most extreme scenario of projected storm surge – 15 feet. This 15-foot storm surge would have caused a storm surge high water line to be 5 feet above BFE of 8+2.

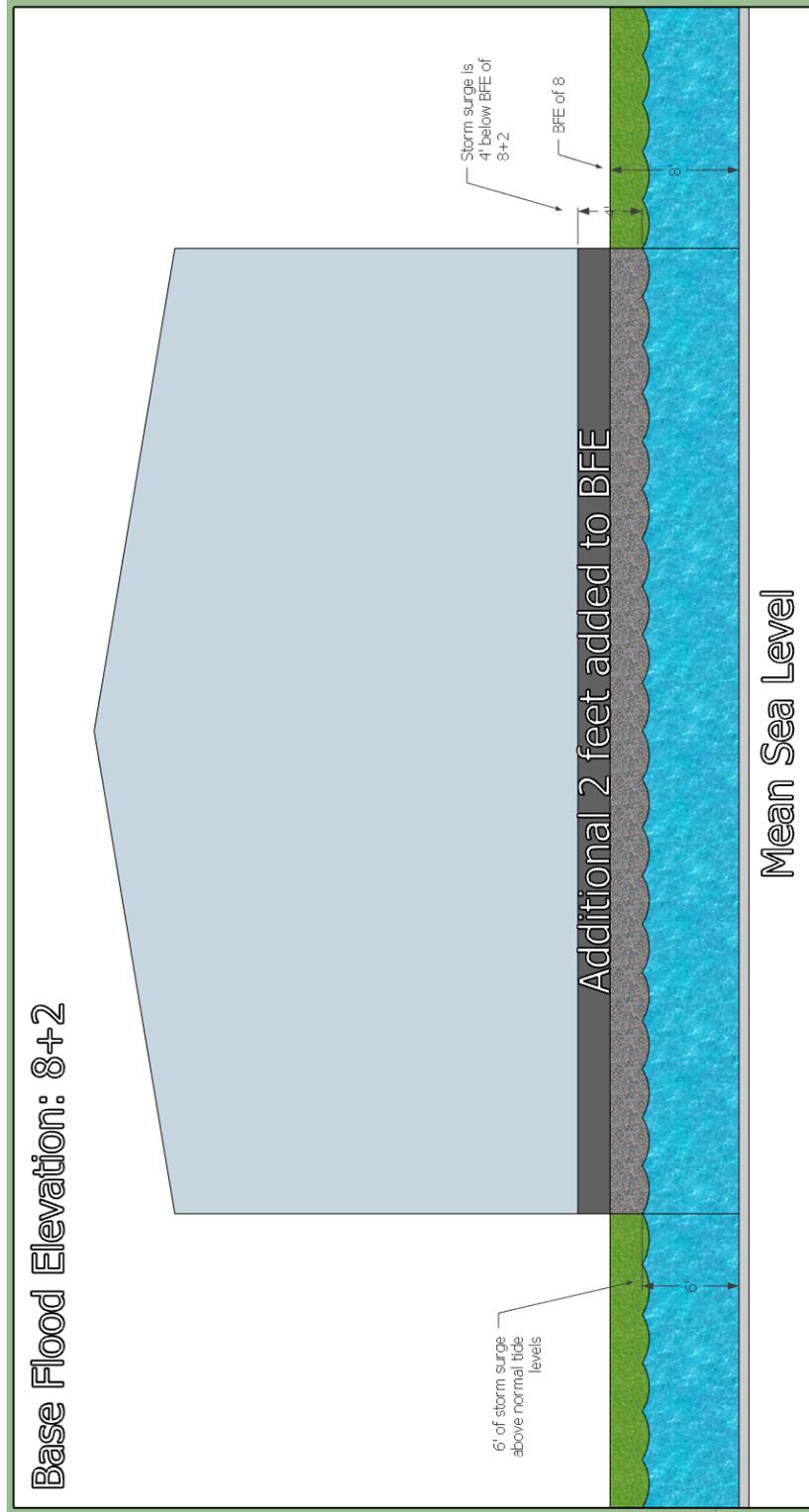
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Scenario 1:2 – Hurricane Irma Least Extreme Scenario

The impact of inundation on a structure in the H30B zoned district with a BFE of 8+2 is shown above. During Hurricane Irma the combined effect of storm surge and tide produced maximum inundation levels of 4 to 6 feet above ground for portions of Miami-Dade County in southeastern Florida, especially along Biscayne Bay (NOAA). The rendering above represents the least extreme scenario of inundation during Hurricane Irma – 4 feet. This 4-foot inundation causes a storm surge high water line to be 6 feet below BFE of 8+2.

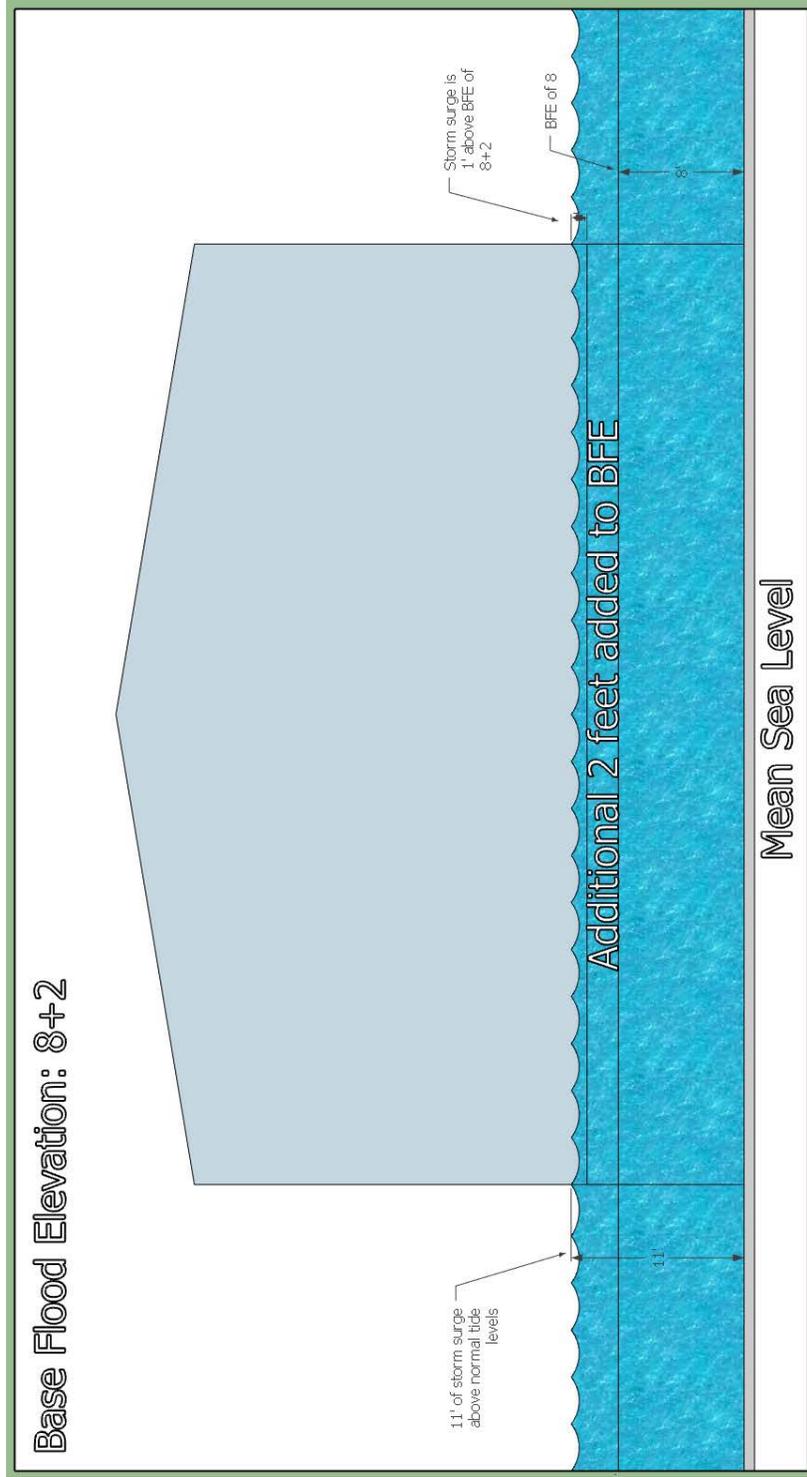
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Scenario 1:3 – Hurricane Irma Most Extreme Scenario

The impact of inundation on a structure in the H30B zoned district with a BFE of 8+2 is shown above. During Hurricane Irma the combined effect of storm surge and tide produced maximum inundation levels of 4 to 6 feet above ground for portions of Miami-Dade County in southeastern Florida, especially along Biscayne Bay (NOAA). The rendering above represents the most extreme scenario of inundation during Hurricane Irma – 6 feet. This 6-foot inundation causes a storm surge high water line to be 4 feet below BFE of 8+2.

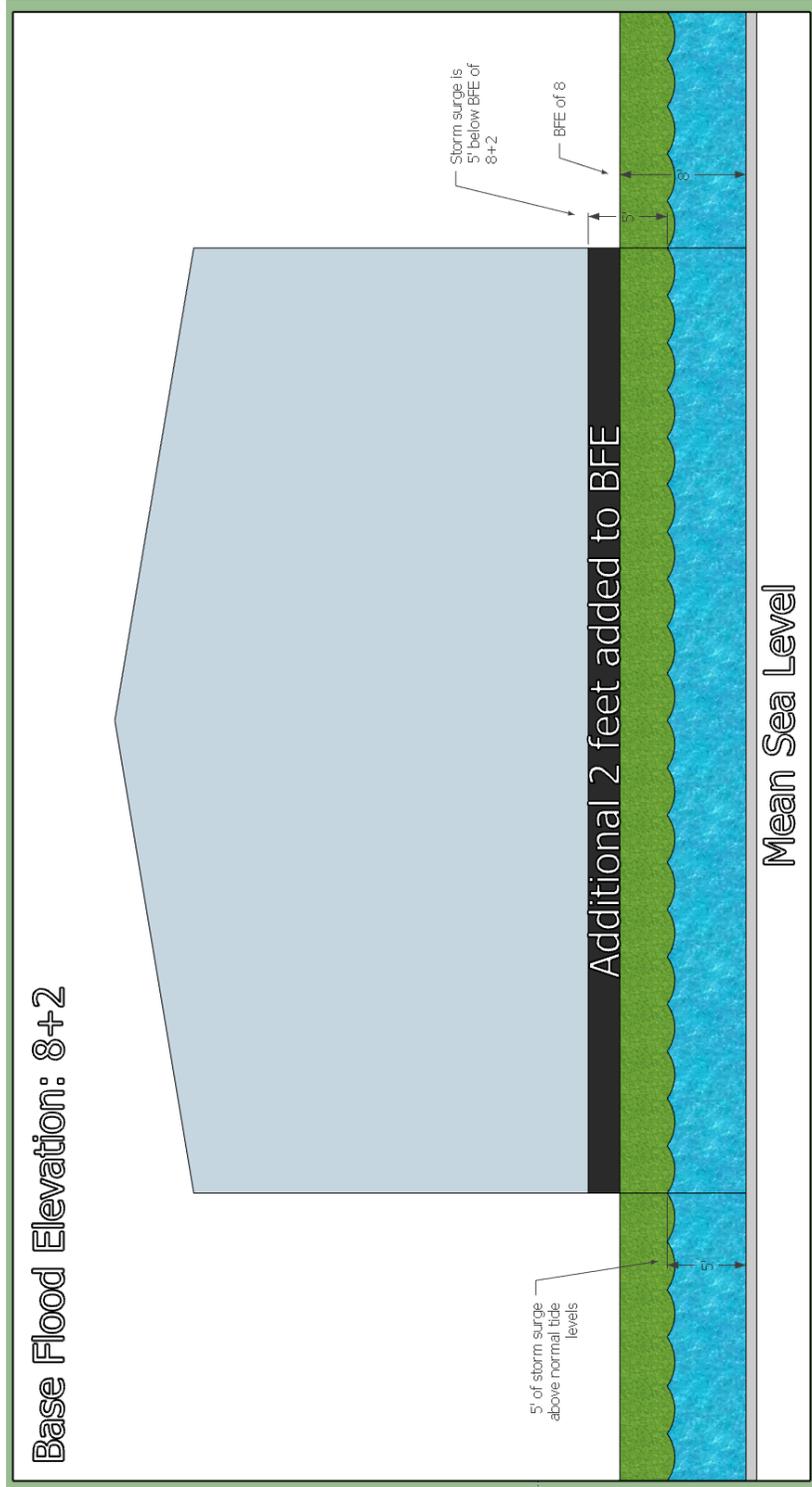
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Scenario 2:1 – Hurricane Matthew Forecast

In the days approaching the landfall of Hurricane Matthew, the National Hurricane Center (NHC) forecasted storm surge heights of 7 to 11 feet in parts of Florida. The rendering above represents the most extreme scenario of the projected storm surge – 11 feet. This 11-foot storm surge would have caused a storm surge high water line to be 1 foot above BFE of 8+2.

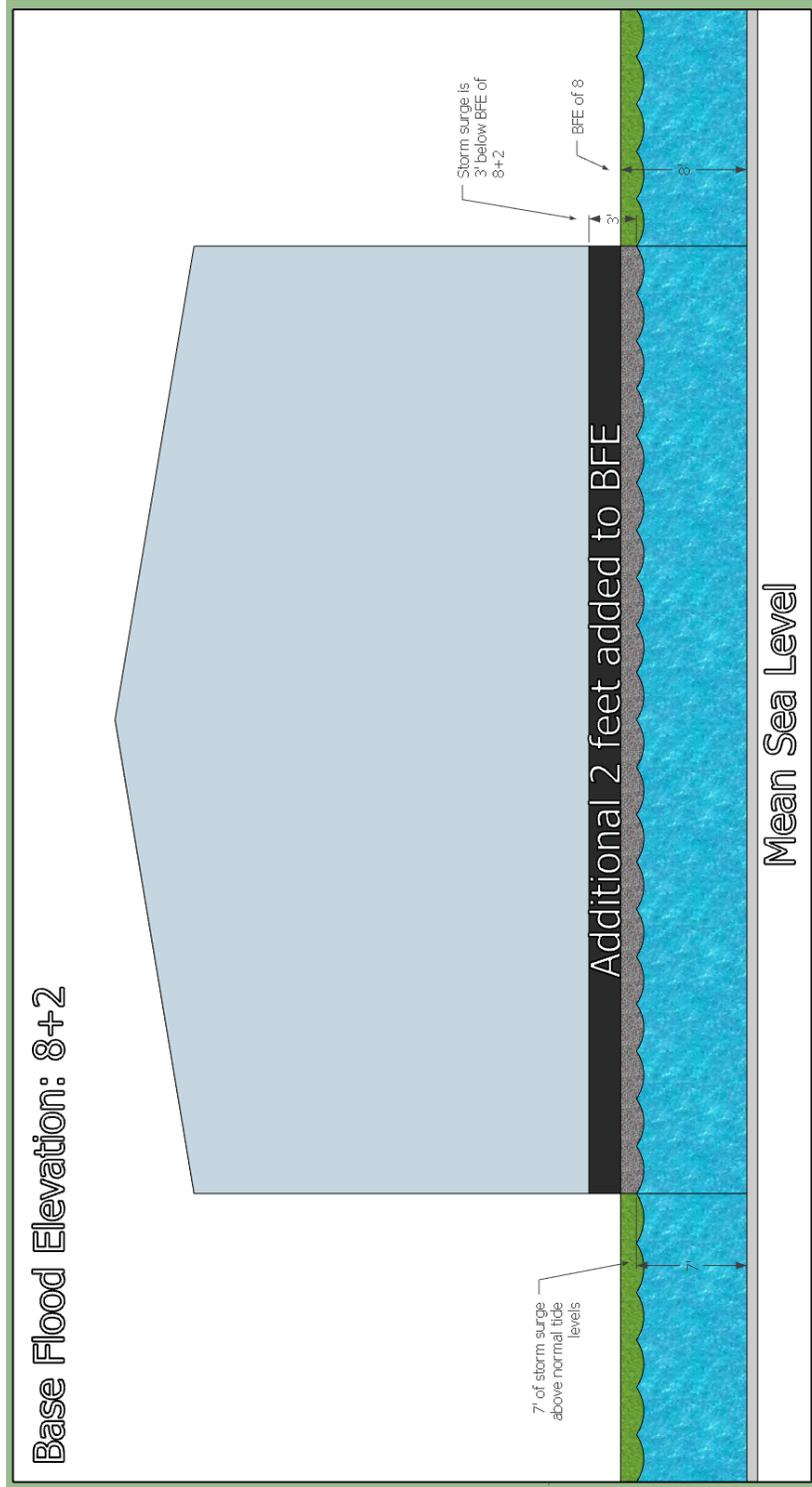
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Scenario 2:2 – Hurricane Matthew Least Extreme Scenario

The impact of inundation on a structure in the H30B zoned district with a BFE of 8+2 is shown above. During Hurricane Matthew the combined effect of the storm surge and tide produced maximum inundation levels of 5 to 7 feet above ground level (NOAA). The rendering above represents the least extreme scenario of inundation during Hurricane Matthew – 5 feet. This 5-foot inundation causes a storm surge high water line to be 5 below BFE of 8+2.

Base Flood Elevations (BFE) in Miami-Dade County are referenced to National Geodetic Vertical Datum of 1929 (NGVD29) and Mean Sea Level (MSL) = 0.7 ft. (NGVD29) in the Town of Surfside per Tide Station: Haulover Pier (872-3073) as published by NOAA.



Scenario 2:3 – Hurricane Matthew Most Extreme Scenario

The impact of inundation on a structure in the H30B zoned district with a BFE of 8+2 is shown above. During Hurricane Matthew the combined effect of the storm surge and tide produced maximum inundation levels of 5 to 7 feet above ground level (NOAA). The rendering above represents the most extreme scenario of inundation during Hurricane Matthew – 7 feet. This 7-foot inundation causes a storm surge high water line to be 3 below BFE of 8+2.

Base Flood Elevations (BFE) in Miami-Dade County are referenced to National Geodetic Vertical Datum of 1929 (NGVD29) and Mean Sea Level (MSL) = 0.7 ft. (NGVD29) in the Town of Surfside per Tide Station: Haulover Pier (872-3073) as published by NOAA.

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.	Ongoing	
Impact fee discussion		Town is requesting a proposal from a consultant to do the impact fee analysis.	Working with consultant on proposal	
Update to sign code	Need to make revisions to the sign code	Staff to prepare	Future PZ	
Landscaping in front of fences	PZ requested fences along a ROW to have landscaping	Propose code amendment to propose landscaping	March 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	Ongoing	
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)	Requested Ross to	November PZ	Ross provided details. No

	affecting more than 50% of the square footage of the house)	attend meeting to discuss requirements for landscape plans as well as the drainage review process			further action requested.
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	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.	Beach has implemented	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,	February Commission 2 nd reading	Complete

<p>- Flat-Roof-vs. Pitch roof</p>	<p>Modify ordinance to include roof pitch above top of the truss as an architectural feature</p>	<p>timeline and cross-section.</p>	<p>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.</p>	<p>February Commission 2nd reading</p>	<p>Complete</p>
<p>Trellis</p>	<p>Review if a trellis attached to the house is considered an accessory structure.</p>	<p>This has not been a reoccurring issue. Provide direction if this is necessary.</p>	<p>Trellis</p>	<p>Review if a trellis attached to the house is considered an accessory structure.</p>	<p>This has not been a reoccurring issue. P</p>
<p>Average side setback /Massing</p>	<p>Modify ordinance for additional side setbacks on upper floors for single family homes</p>	<p>Direction if this is necessary. The Town has already modified the code to prohibit covered balconies counted</p>	<p>Average side setback /Massing</p>	<p>Modify ordinance for additional side setbacks on upper floors for single family homes</p>	<p>The Town has already modified the code to prohibit covered balconies counted towards setbacks.</p>

Satellite dishes	Further review by staff	towards setbacks. 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	Setback for parapet above 30 feet on single family homes	Prepare ordinance to require additional setback	Direction if this is still necessary as the code could be modified to encourage pitched roofs.	Setback for parapet above 30 feet on single family homes	Direction if this is still necessary as the code could be modified to encourage pitched roofs.
Final Zoning Inspections	Town Manager will analyze	Final Zoning Inspections	Town Manager will analyze	Building performs inspections based on conditions on the plans. Need direction if anything further is necessary	Building performs inspections based on conditions on the plans.	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		
Carports	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	Work authorization to be approved in NOVEMBER	May Commission Agenda Complete
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	In-contract	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		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 fighting 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 Yes
Landscaping in front of converted garage	Determine if landscaping planter is sufficient versus requiring landscaping.	Reviewed code and determined that planter is only	In contract	No further modification necessary	Yes

			permitted in cases where the driveway would be too short.		
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