Town of Surfside  
SPECIAL PLANNING & ZONING BOARD  
AGENDA  
January 21, 2021 – 6:00 p.m.

1. Call to Order/Roll Call

2. Town Commission Liaison Report – Mayor Charles Burkett

3. Approval of Minutes – December 17, 2020

4. Applications:
   A. 9248 Emerson Avenue – New Single Family Home  
   B. 9157 Froude Avenue – Garage Conversion  
   C. 9165 Abbott Avenue – Garage Conversion and Addition  
   D. 9432 Byron Avenue – Garage Conversion and Internal  
   E. 9417 Carlyle Avenue – Garage Conversion  
   F. 400 93rd Street – Front Yard Fence  
   G. 9461 Harding Avenue – Door sign

5. Next Meeting Date: January 28, 2021

6. Discussion Items:  
   A. Future Agenda Items

7. 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.


TWO OR MORE MEMBERS OF THE TOWN COMMISSION OR OTHER TOWN BOARDS MAY ATTEND 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.
1. Call to Order/Roll Call

Chair Frankel called the meeting to order at 6:01 p.m.

Present: Chair Judith Frankel, Board Member Fred Landsman, Board Alternate Member Horace Henderson, Board Alternate Member Michael Dranoff and Vice Chair Oliver Sanchez.

Absent: Board Member Ruben Bravo and Board James MacKenzie.

Also, Present: Mayor Charles Burkett, Town Planner Walter Keller, Assistant Town Attorney Tony Recio and Town Manager Andrew Hyatt

2. Town Commission Liaison Report – Mayor Charles Burkett

Mayor Burkett introduced himself as the new Commission Liaison for the Planning and Zoning Board. He stated that his intention is to strictly communicate the Board’s recommendations to the Commission and the Chair can speak to the Mayor and he would bring those issues or recommendations to the Commission. He will not be attending the Planning and Zoning meetings.

Chair Frankel stated that she was under the impression that the Board is not able to communicate with other board members.

Town Attorney Recio stated that each board member individually can speak with the Mayor.

Chair Frankel stated that she will send the Mayor notes and information and the information with the Town Planner to give to the Mayor.

Mayor Burkett welcomed Town Planner Keller. He spoke regarding having additional meetings to take care of the backlog and he will work with the Commission.

Board Member Landsman welcomed Mayor Burkett and asked what caused the change in Commission Liaison.
Mayor Burkett stated that they want the Board to do their work and be able to function properly.

3. **Approval of Minutes – September 24, 2020**

A motion was made by Board Member Henderson to approve the September 24, 2020 Planning and Zoning Board Meeting Minutes, seconded by Board Member Landsman. The motion carried with a 5-0 vote.

4. **2021 Planning and Zoning Board Meeting Dates**

Deputy Town Clerk Herbello provided the Board with the upcoming 2021 Planning and Zoning Board meeting dates.

Vice Chair Sanchez asked regarding the backlog and noticed the agenda for tonight’s meeting is very small. He asked if the Board has access to the backlog?

Chair Frankel stated that she will defer to the Town Planner and he was only appointed November 19 and he did not have time to review the applications.

Town Planner Keller introduced himself and spoke regarding having to review projects with multiple codes and not having meetings. He stated that projects being sent back for more revisions has caused the backlog and in order to get to the board within the time frame, these were the ones that were ready to appear before the Board. He stated that there are approximately 20 projects.

Vice Chair Sanchez asked if within the time of transition that they were without a Town Planner if that caused the backlog.

Town Planner Keller addressed the comments made by Vice Chair Sanchez and stated it is hard for him to take applications to the Board without him being able to review them himself.

Town Attorney Recio stated that they are operating under a unique situation due to the Zoning in Progress and code changes and Town Planner Keller is having to review several codes and this is not a normal situation.

Board Member Henderson asked Town Planner Keller if it would be better to have an additional Board Meeting on January 21, 2021.

Town Planner Keller stated that it would be beneficial to have the meeting on January 21, 2021 due to the projects that have been waiting and an extra meeting would facilitate moving some of these projects along.
Board Member Landsman asked Town Planner Keller if he has enough time for notice period and his review to give him a viable book of agenda items to review.

Town Planner Keller stated yes that would help.

Vice Chair Sanchez asked if they will be adding more meetings in other months.

Chair Frankel stated that they are only approving the additional January 21, 2021 meeting.

A motion was made by Board Member Henderson to accept the 2021 Planning and Zoning Board Meeting dates as amended by adding January 21, 2021 as a Special Planning and Zoning Board Meeting, seconded by Board Member Landsman. The motion carried with a 4-1 vote with Vice Chair Sanchez voting in opposition.

Board Member Henderson introduced himself to the other Board Members.

Board Member Dranoff introduced himself to the other Board Members.

5. Applications:

A. 824 88th Street – Awning

Town Planner Keller introduced the item and provided the staff recommendations as stated below:

- Review of the application package prepared by the former Town Planner and current planning staff review of the codes and Google Street View photo images of the property indicates the Applicant complies with all the 2006, 2008 and the current Municode relative to a garage conversion and should be approved under the current codes and move forward. He stated that a gate is proposed and the gates are consistent with the Code.

Chair Frankel closed the public comment.

Chair Frankel asked if the gates are part of the application.

Town Planner Keller stated it is part of the application.

Vice Chair Sanchez stated that he does not see the gates noted anywhere.

Town Planner Keller stated that the first packet did not include the gate but the packet received from the Clerk’s Office did have the gates and it has a drawing.
Vice Chair Sanchez stated that he has a concern with the gate and asked if they can discuss what they have in front of them which is the carport.

Chair Frankel stated that they take fences and gates seriously and that is a specific consideration and fences can feel and look different and can be a barrier to community. She would like to table the gate to a separate meeting.

Town Planner Keller stated that there was no fence indicated but they have a very large hedge, one goes out to Froude Avenue and the other to 88th Street.

Town Attorney Recio stated that it is in the Survey that was in the packet but the application does not include the gate and it is appropriate to just look at what they have in front of them.

Further discussion took place among the Board Members and Town Planner Keller regarding height requirement and compliance with the Codes and if the earlier code requires a special exception and certain discrepancies.

Board Member Dranoff asked if the new code contemplates canopies.

Town Attorney Recio addressed the comments made and explained the special exception with the new codes.

The following individual from the public spoke on the item:
George Kousoulas spoke regarding the canopies.
Jeff Rose spoke regarding the canopies.

Vice Chair Sanchez spoke regarding certain requirements for the canopies.

Town Planner Keller stated that one of the requirements for the canopies is that they have to be in compliance with the South Florida Building Code.

Further discussion took place among the Board Members and the Town Planner regarding height and setback requirements for this application.

A motion was made by Board Member Landsman to approve the application with constraints of height, no approval or discussion of any gates for access to the driveway, neutral color for the awning, minimum height from the ground of 7 feet and meets the minimum height requirement., seconded by Board Member Henderson. The motion carried with a 4-1 vote with Board Member Dranoff voting in opposition.

B. 9157 Froude Avenue – Garage Conversion

Town Planner Keller introduced the item and provided the staff recommendations as stated below:
• Review of the application package prepared by the former Town Planner and current planning staff review of the codes and Google Street View photo images of the property indicates the Applicant complies with all the 2006, 2008 and the current Municode relative to a garage conversion and should be approved.

Chair Frankel opened to public comment.

Chair Frankel closed public comment.

Board Member Landsman asked if there is a conversion and they are looking for approval for work that was done years ago. He asked if permits were ever pulled.

Town Planner Keller stated that they would like to secure approval for what was done previously and, in any event, they would like to do anything else and does not believe permits were pulled.

Vice Chair Sanchez asked that there is a bathroom in the floor plans and if it is bundled up in the garage conversion. He asked what compelled the current homeowner to get the documentation after the fact when it might have been done by a previous owner. He stated that what stood out to him was a demolition of a sunroom that is not discussed in the application.

Town Planner Keller stated that he does not know anything about the sunroom and the bathroom might have been existing prior to the conversion.

Chair Frankel stated that it is common when an owner would like to do additional work and they are required to have everything up to code and permitted and this application is only for the garage conversion.

Vice Chair Sanchez asked if this is the only thing the owner is asking for and no other application.

Town Planner Keller stated that he does not know if there is anything else on this property.

Further discussion took place among the Board and the Town Planner regarding the demolition of the sunroom and the description of the work that is stated and the reason why they are requesting the permits now in order to solve code violations.

Chair Frankel stated that the plans are confusing with the demolition of the structure in the back.

Board Member Landsman commented that the first two applicants have no representation for the Board to be able to ask questions.
Chair Frankel is hesitant to move forward due to the ambiguities with this application and not having the applicant attending to answer questions.

Vice Chair Sanchez stated that all you can do is speculate what motivates this application and asked if they have been cited or fined.

Town Attorney Recio stated that they are remedying a code violation and they would need design review approval for the demolition of the rear and those two things are reflected in their application and if they do not feel comfortable approving it, they would have to either to deny or defer this item.

A motion was made by Board Member Henderson to defer the item to January 21, 2021 and request the applicant to appear and provide additional plans to make it clear, seconded by Board Member Landsman. The motion carried with a 5-0 vote.

C. 9454 Harding Avenue – Sign

Town Planner Keller introduced the item and provided the staff recommendations as stated below:

- The Applicant’s proposed sign in 35 SF with green LED illumination. It is recommended the permanent wall sign be approved subject to the following conditions:
  1. The size of the proposed sign shall be limited to a maximum of 25 SF per the Code; and
  2. The sign shall be illuminated with white LEDs per the Code.

Chair Frankel opened public comments.

Chair Frankel closed public comments.

Discussion took place among the Board Members and the Town Planner regarding the recommendations, the LED illumination and if the owners are accepting the proposed changes.

Chair Frankel stated that the white LED is behind the green.

Vice Chair Sanchez asked if the entire sign is illuminated or is it the entire round part of the signage.

Town Planner Keller responded to the comments made by Vice Chair Sanchez.

Chair Frankel stated that the sign is required to be lit.

Board Member Dranoff spoke regarding the size of the sign.
A motion was made by Board Member Landsman to approve the application to ensure they are meeting code, seconded by Vice Chair Sanchez. The motion carried with a 5-0 vote.

D. 9472 Harding Avenue – Sign

Town Planner Keller introduced the item and provided the staff recommendations as stated below:

- The Applicant’s proposed sign is not dimensioned in the application. Based on the more restrictive Code, it is recommended the sign be approved subject to the following conditions:
  1. The size of the proposed sign shall be limited to a maximum of 1.5 SF per the Code; and
  2. The sign lettering be 8 inches or less and sign material comply with 90-73. a (3) c.

Chair Frankel opened the floor to public comment.

Chair Frankel closed the floor to public comment.

Discussion among the Board Members took place regarding the sign and their new location.

A motion was made by Board Member Henderson to approve the application, seconded by Board Member Landsman. The motion carried with a 5-0 vote.

6. Next Meeting Date: January 28, 2021

Deputy Town Clerk Herbello advised the Board members of the next meeting date being January 21, 2021 at 6:00 p.m. and January 28, 2021 at 6:00 p.m.

7. Discussion Items:

A. Future Agenda Items

Chair Frankel stated that she would like to go over what they are looking for in the packets that will make it easier for the Board.

The following individuals from the public spoke: Vinicius Souza spoke regarding the backlog of applications and the fact that her application was not on this agenda. George Kousoulas spoke regarding canopies and clarifying the language in the new code. He also spoke regarding the awkwardness of dealing with
the old code, new code and addendums and the difficulty for the Planning and Zoning Board as well as the Town Planner. 

Jeff Rose spoke regarding canopies.

Chair Frankel explained to speaker Souza why there is a backlog and the new dates of the upcoming meetings.

Vice Chair Sanchez asked speaker Souza when he submitted his application.

Vinicius Souza stated he submitted it on September 17, 2020 and was late for the September meeting.

Chair Frankel addressed the comments made by George Kousalous. She asked Town Manager Hyatt if he had a timeline with the Zoning in Progress.

Town Manager Hyatt stated that they are trying to get as much done in a short period of time and they will be addressing the issue.

Discussion took place among the Board regarding the Zoning in Progress.

Town Attorney Recio stated that the draft of the 2006 code with some additions is consistent with the current zoning in progress and is a good idea to consolidate and that is what this draft entails.

Chair Frankel asked Town Attorney Recio what the process for approval is for the zoning in progress.

Assistant Town Attorney Recio answered Chair Frankel’s question and explained the process for approval of the zoning in progress which requires at least 3 public hearings.

Chair Frankel stated that in bigger developments it is important to have all the details correct for their review. When they are collecting information or packets it’s important to get the details correct especially in the next few meetings. If the Town Planner is not getting the information needed then they will move to the back of the list. She gave examples of surveys, landscapes, any kinds of fencing, gates, canopies they want to see ahead of time for review.

Board Member Henderson asked for Town Planner Keller to ask the applicants to attend the meeting for any questions.

Future agenda items:
Canopies and carports
8. **Adjournment.**

A motion was made by Board Member Henderson to adjourn the meeting without objection at 7:51 p.m. The motion received a second from Board Member Landsman. The motion carried with a 5-0 vote.

Respectfully submitted,

Accepted this ____day of _________________, 2021.

_______________________
Judith Frankel, Chair

Attest:

_______________________
Sandra McCready, MMC
Town Clerk
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
        Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
    Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9248 Emerson Avenue – New Single-Family Residence

Background: This application is a request to construct a new 2-story single family residence. The parcel is located in the H30B Zoning District with Emerson Avenue on the east and Bay Drive on the west. The average lot depth is 128± feet with a width of 50 feet. The Applicant indicates the lot size is 6,368 square feet (SF). The proposed airconditioned floor space totals 4,350 SF. An existing one-story single-family residence will be demolished in order to construct the new dwelling. An overhead view of the lot from the Miami Dade County Property Appraiser is provided on the following page.

Governing Codes: The Zoning in Progress requirements for a new 2-story single family dwelling are detailed in the following Zoning Codes:

2006 Code: Front yard landscape 50% minimum; Rear yard landscape 40%.

2020 Code: Base Flood Elevation +2; Pervious area 35% minimum; Street trees 2; Minimum 5 trees of two different species and 25 shrubs per lot; Residential Design Guidelines (building massing, decorative features, architectural style, wall materials and finishes; roof materials, types and slopes; windows and trims).

2006/2020 Codes: Maximum lot coverage 40%; Maximum height 30 ft; Front and rear setback 20 ft; Front setback permeability 50%.

Zoning in Progress: Maximum 40% lot coverage does not include uncovered steps and exterior balconies; uncovered terraces, patios, porches open on 2 sides; covered terraces, patios or porches open on 2 sides (these exemptions not to exceed 15% of the total footprint); second story lot coverage is limited to 32% of the lot area or 80% of the first floor area (whichever is less); lots greater than 112.5 feet in depth need to have front and rear yards combined to equal at least 36% of the lots depth; 20% of all landscaping must be Florida Friendly.
Staff Recommendation: Review of the application package submitted by the Applicant and review relative to code requirements indicates the Applicant complies with the 2006, the current Municode and the Zoning in Progress requirements and should be approved subject to the following minor comments:

- relocate the Emerson Avenue Sabal Palms onto the lot
- verify the accessory uses (pool, decks, steps, and terraces) do not exceed the 15% requirement.
TOWN OF SURFSIDE
SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION

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

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<tr>
<th>PROJECT INFORMATION</th>
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<tbody>
<tr>
<td>OWNER'S NAME</td>
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<td>ZONING CATEGORY</td>
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<td>DESCRIPTION OF PROPOSED WORK</td>
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INTERNAL USE ONLY
Date Submitted 10-7-2020 Project Number 20-1315 Date 10-8-2020
Report Completed $700

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<tr>
<td>Plot Size</td>
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<td>Setbacks (F/R/S)</td>
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<td>Lot Coverage</td>
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<td>Height</td>
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<td>Pervious Area</td>
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SIGNATURE OF OWNER 10-7-20 DATE 09/21/2020
SIGNATURE OF AGENT 10-7-20 DATE 09/21/2020
TOWN OF SURFSIDE
SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION
PLANNING AND ZONING BOARD Rules and Procedures (June 2002)

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

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

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

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

[Signature]
NAME OF REPRESENTATIVE
DATE 10/5/2020
ZONING REQUIREMENTS: H30B

LOT SIZE: 6,368.15 SQ.FT.
MAX. LOT COVERAGE: 40% (6,368.15) = 2,524 SQ.FT.

FIRST FLOOR BUILDING SET BACKS:

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<td>FRONT SET BACK</td>
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<td>SOUTH SET BACK</td>
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FIRST FLOOR LOT COVERAGE
2,524 SQ.FT.

FIRST FLOOR AREA + TERRACE
N/A

SECOND FLOOR BUILDING SET BACKS:

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<td>SOUTH INTERIOR SET BACK AVERAGE</td>
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UPPER FLOOR AREA UNDER A/C PROPOSED
1,502 SQ.FT. (76% OF FIRST FLOOR)

MAX. HEIGHT FROM CROWN OF ROAD
2 STORIES 30'-0"

MIN. PERVIOUS AREA (35% OF 6,368.15 SQ.FT.)
2,226 SQ.FT.

FRONT SET BACK PERMEABILITY (50% OF 1,636 SQ.FT)
518 SQ.FT.

LANDSCAPING REQUIREMENTS: H30B

| STREET TREES (SABAL PALMETTO PALMS) | 2 | 2 |
| LOT TREES (ROYAL PALM- ROYSTONIA REGIA) | 5 | 7 |
| SHRUBS (DWARF FAKAHATCHEE GRASS) | 25 | 25 |

ZONING REQUIREMENTS S PER 2006 ZONING CODE: RS-2

LOT SIZE: 6,368.15 SQ.FT.
MAX. LOT COVERAGE: 40% (6,368.15) = 2,524.25 SQ.FT.

FIRST FLOOR BUILDING SET BACKS:

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FIRST FLOOR LOT COVERAGE
2,524 SQ.FT.

TERRACE 15% (2,524) MAX
379 SQ.FT.

SECOND FLOOR BUILDING SET BACKS:

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UPPER FLOOR AREA UNDER A/C PROPOSED
2,524 SQ.FT.

MAX. HEIGHT FROM CROWN OF ROAD
30'-0"

MIN. PERVIOUS AREA
FRONT SET BACK PERMEABILITY (50% OF 1,036 SQ.FT)
518 SQ.FT.

REAR SET BACK PERMEABILITY (40% OF 1,645 SQ.FT.)
658 SQ.FT.
NEW SINGLE FAMILY HOME
OWNERS: 9248 EMERSON SURFSIDE LLC
5901 SW 63rd COURT SOUTH MIAMI FLORIDA 33143
STATE OF FLORIDA LICENSE No. 14320
P: (305) 815-4649 E-mail: mantillaarchitect@gmail.com

STREET PROFILE
SCALE 1/8"=1'-0"
9248 EMERSON
9240 EMERSON
+ 4.40' N.G.V.D.  CROWN OF ROAD

NEW 2 STORY SINGLE FAMILY HOME
1ST FLOOR:  2,341 SQ.FT.
+ 10.00' N.G.V.D.

SCALE 3/16"=1'-0"

N
PERVIOUS/IMPERVIOUS AREAS
CU
UP
70'-2"
8'-3" 14'-0" 14'-0"
61'-11" 13'-6" 13'-2" 13'-4"
6'-6" 33'-6"+10.00' N.G.V.D. COVERED TERRACE
COVERED ENTRY
107 SQ.FT.
DRIVEWAY
483 SQ.FT.
POURED IN SITE CONCRETE
SOD BETWEEN SLABS
26'-10" GREEN AREA
82 SQ.FT.
ENTRY WALKWAY+ STEPS
OPEN TRELLIS
89 SQ.FT.
POOL DECK
324 SQ.FT.
POOL 12'-0" X 23'-0" 276 SQ.FT.
UNDER SEPARATE PERMIT
3'-7" 6'-10" 5'-0" 13'-0"
27'-5" FRONT PERVIOUS
AREA 583 SQ.FT.
SOUTH PERVIOUS
AREA 357 SQ.FT.
NORTH PERVIOUS
AREA 333 SQ.FT.
REAR PERVIOUS
AREA 1,022 SQ.FT.

JORGE D. MANTILLA
ARCHITECT
5901 SW 63rd COURT SOUTH MIAMI FLORIDA 33143

1/4" = 1'-0"
DRAWN BY: V.V.L
REVIEW BY: J.D.M.
RELEASE DATE: 10-06-20
STREET PROFILE SHEET NO. 2 OF 7

OWNERS: 9248 EMERSON SURFSIDE LLC
10-06-20 P & Z BOARD SET

DRAWING LOG

PAGE 18
SOUTH PROPERTY LINE
30'-0" +24.23' N.G.V.D. (2ND. FLOOR)
+8.00' N.G.V.D. BASE FLOOD ELEVATION
±0.00' N.G.V.D.
+10.00' N.G.V.D. (BFE. + 2'-0")
+7.0' N.G.V.D. GRADE first floor ceiling

PROPOSED FRONT/EAST ELEVATION
SCALE 1/4"=1'-0"

NORTH PROPERTY LINE
10'-2" 2'-2" 12'-0" BLACK ALUMINUM WINDOWS
5 8 " STUCCO FINISH
PAINT COLOR: SW GENESIS WHITE
WOOD LOOK COMPOSITE CLADDING
BLACK PAINTED METAL GARAGE DOOR
GRAY CEMENT FLAT TILE
BLACK FASCIA
8" MAX.
+4.40' N.G.V.D. CROWN OF ROAD
+34.40' N.G.V.D. TOB

PROPOSED SIDE/SOUTH ELEVATION
SCALE 1/4"=1'-0"
31'-5" 3'-6"
+4.40' N.G.V.D. CROWN OF ROAD
+34.40' N.G.V.D. TOB
BLACK ALUMINUM WINDOWS
5 8 " STUCCO FINISH
PAINT COLOR: SW GENESIS WHITE
GRAY CEMENT FLAT TILE
RAISED STUCCO BAND
BLACK ALUMINUM GUARDRAIL

JORGE D. MANTILLA
ARCHITECT
5901 SW 63rd COURT SOUTH MIAMI FLORIDA 33143
STATE OF FLORIDA LICENSE No. 14320
P: (305) 815-4649 E-mail: mantillaarchitect@gmail.com

DRAWING LOG
SCALE:
DRAWN BY: V.V.L
REVIEW BY: J.D.M.
RELEASE DATE:
A-301
BUILDING SHEET NO. 6 OF 7

9248 EMERSON AVENUE
SURFSIDE, FLORIDA 33154
NEW SINGLE FAMILY HOME

10-06-20 P & Z BOARD SET
OWNERS: 9248 EMERSON SURFSIDE LLC

PAGE 22
PROPOSED REAR/WEST ELEVATION
SCALE 1/4"=1'-0"

30'-0"  10'-10"  12'-0"
+24'-2" N.G.V.D. (2ND. FLOOR)

+8.00' N.G.V.D.    BASE FLOOD ELEVATION
±0.00' N.G.V.D.
+10.00' N.G.V.D. (BFE. + 2'-0")
+7.0' N.G.V.D.    GRADE

First floor ceiling
+4.40' N.G.V.D.    CROWN OF ROAD
+34.40' N.G.V.D.  TOB

BLACK ALUMINUM
DOORS

5 8 " STUCCO FINISH
PAINT COLOR:
SW GENESIS WHITE
WOOD LOOK
COMPOSITE CLADDING
GRAY CEMENT
FLAT TILE
BLACK ALUMINUM
GUARDRAIL

JORGE D. MANTILLA
ARCHITECT
5901 SW 63rd COURT SOUTH MIAMI FLORIDA 33143
STATE OF FLORIDA LICENSE No. 14320
P: (305) 815-4649 E-mail: mantillaarchitect@gmail.com

DRAWING LOG
1/4" = 1'-0"
SCALE:
DRAWN BY: V.V.L
REVIEW BY: J.D.M.

10-06-20
PA & Z BOARD SET

NEW SINGLE FAMILY HOME
9248 EMERSON AVENUE
SURFSIDE, FLORIDA 33154
OWNERS: 9248 EMERSON SURFSIDE LLC

A-302
SHEET NO.
7 OF 7

PAGE 23
9248 Emerson Ave
SURFSIDE, FLORIDA 33154

EXTERIOR MATERIALS PRESENTATION
TO PLANNING & ZONING BOARD
Cement Tile Roof
4591 Gray Range Profile: Bel Air
Eagle Roofing Products
OR Similar make and color
EXTERIOR WALL FINISHES

EXTERIOR PAINT
SHERWIN WILLIAMS – GENESIS WHITE OR SIMILAR
OVER A DOUBLE COAT OF SMOOTH STUCCO FINISH

EXTERIOR VERTICAL WOOD ACCENT WALL

EXTERIOR CEILING ACCENT
Eco Windows and Doors Dark Bronze/Black Color
or Similar Brand and Color
LIGHTING, WINDOWS, & BALCONY RAILING

Exterior Front Light Fixture
Max Kelvin Color 3,000 or less

Exterior Back Railing
Dark Bronze/Black Color
Concrete Driveway
With grass in between
Neighbors

9240 Emerson Ave
Left (South) of Subject

9257 Bay Dr
Right (North) of Subject

9248 Emerson Ave
Subject Property

9250 Bay Dr
Behind (West) of Subject

9249 Emerson Ave
Across (East) of Subject
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9157 Froude Avenue Garage Conversion

Background: This application is a request to approve a prior conversion of an existing garage into a 3rd bedroom. The parcel is located in the H30B Zoning District. In addition to this Memorandum, an Agenda Packet submitted by the Applicant with review by James Hickey, the former Town Planner is attached.

Governing Codes: The Zoning in Progress requirements for a garage conversion are detailed in the following Zoning Code sections:

2006 Code: 90-145(b)1(d) – allows for a garage conversion provided the garage door is replaced with a solid exterior wall with at least one window and with access internally from the main premises.

2008 Code: 90.41.4 – Also allows if an exterior door is no longer at grade level, stairs may be installed to comply with the Florida Building Code but must not extend more than 24 inches into the side or rear setbacks.

Current Municode: 90-50.1(1)(7) – further requires if the garage is at the front or primary corner of the property, landscaping should be along the base of the exterior wall.

Staff Recommendation: Review of the application package prepared by the former town planner and current planning staff review of the codes and Google Street View photo images of the property (see attached) indicates the Applicant complies with all the 2006, 2008 and the current Municode relative to a garage conversion and should be approved. Note, the removal of the rear sunroom was to resolve a code violation (see Applicant package sheet 3).
9157 Froude Avenue Google Street View
MEMORANDUM

To: Planning and Zoning Board
Thru: Jason Greene, Town Manager
From: James Hickey, AICP, Town Planner
CC: Lillian Arango, Town Attorney
Date: September 24, 2020
Re: 9157 Froude Avenue – Garage Conversion

The property is located at 9157 Froude Avenue, within the H30B zoning. The applicant is requesting approval to convert their existing garage into a 3rd bedroom. The applicant converted the garage previously without receiving Planning and Zoning Board approval.

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

- Applicable Zoning Code regulations for the 2006 and the 2020 codes based on the Zoning in Progress in place, along with the results of the review
- Applicable Design Guideline standards, along with the results of the review from the 2020 Zoning Code only.
- Staff Recommendation
STANDARDS / RESULTS
Town of Surfside Zoning Code, Applicable Requirements

2020 Sec. 42-92 Lowest Floor Elevation

<table>
<thead>
<tr>
<th>Residential</th>
<th>Lowest Floor 2020</th>
<th>Lowest Floor 2006</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-Family Residential RS-2</td>
<td>Base Flood +2</td>
<td>Base Flood</td>
<td>5.85 NGVD</td>
</tr>
</tbody>
</table>

Sec. 90-45. Setbacks

<table>
<thead>
<tr>
<th>Setbacks</th>
<th>Required 2020</th>
<th>Required 2006</th>
<th>Proposed 2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Frontage</td>
<td>Minimum 20 feet</td>
<td>Minimum 20 feet</td>
<td>19’9”feet – existing</td>
</tr>
<tr>
<td>Interior side (50 feet in width)</td>
<td>5’</td>
<td>5’</td>
<td>N/A</td>
</tr>
<tr>
<td>Rear</td>
<td>Minimum 20 feet</td>
<td>Minimum 20 feet</td>
<td>N/A</td>
</tr>
</tbody>
</table>

2020 Sec. 90.49 Lot standards
2006 Sec 90-155 District Regulation Tables

<table>
<thead>
<tr>
<th>Lot Standards H30B</th>
<th>Required 2020</th>
<th>Required 2006 RS-2</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot width</td>
<td>50 feet</td>
<td>50 feet</td>
<td>50’</td>
</tr>
<tr>
<td>Minimum lot area</td>
<td>5,600 feet</td>
<td>5,600 feet</td>
<td>5,600 square feet</td>
</tr>
<tr>
<td>Maximum lot coverage</td>
<td>40%</td>
<td>40%</td>
<td>Not provided – existing coverage is not changing</td>
</tr>
<tr>
<td>Pervious area</td>
<td>35% (minimum)</td>
<td>N/A</td>
<td>Not provided – existing coverage is not changing</td>
</tr>
</tbody>
</table>

2020 Sec. 90.50 Architecture and roof decks
2006 No Pertinent Section from Code

<table>
<thead>
<tr>
<th>Unique Elevation</th>
<th>Required 2020</th>
<th>Required 2006</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>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;</td>
<td>N/A</td>
<td>A unique elevation from the main buildings of the adjacent two (2) homes is created through the modulation of; (a) Length, width and massing of the structure</td>
<td></td>
</tr>
</tbody>
</table>
(c) Façade materials;  
(d) Porches and other similar articulation of the front façade;  
(e) Number and location of doors and windows; and  
(f) Roof style and pitch.

| Wall openings | 10% for all elevations | N/A | +10% for all elevations |
| Wall openings | All elevations for single story additions to existing structures shall result in a zero percent net loss of wall openings including windows, doors or transitional spaces defined by porches, porticoes or colonnades. | No net loss of wall openings | No net loss of 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 Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board. | N/A | White concrete tile |

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

<table>
<thead>
<tr>
<th>Required 2020</th>
<th>Required 2006</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 window</td>
<td>N/A</td>
<td>New window existing</td>
</tr>
<tr>
<td>If the garage entrance is located at the front or primary corner of the</td>
<td>N/A</td>
<td>Condition of Approval</td>
</tr>
</tbody>
</table>
property, landscaping shall be provided along the base of the new exterior wall. When the installation of landscaping results in insufficient off-street parking, a landscaped planter shall be permitted in lieu of the required landscaping.

2020 - Sec. 90-77 Off-Street Parking Requirements
2006 - Sec. 90-226 Off-Street Parking Requirements

<table>
<thead>
<tr>
<th>Required</th>
<th>Minimum Space Requirements 2020</th>
<th>Minimum Space Requirements 2006</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-family</td>
<td>2 spaces</td>
<td>2 spaces</td>
<td>+ 2 spaces</td>
</tr>
</tbody>
</table>

2020 Sec. 90.61 Paving in front and rear yards in H30 and H40 Districts
2006 Sec. 90-188 Paving front yards in single-family and two-family Districts

<table>
<thead>
<tr>
<th>Paving Yards</th>
<th>Required 2020</th>
<th>Required 2006</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front setback permeability</td>
<td>50% minimum</td>
<td>50% minimum</td>
<td>Existing (less than 50%)</td>
</tr>
<tr>
<td>Front yard landscaped</td>
<td>30% minimum</td>
<td>50% minimum</td>
<td>Existing (less than 50%)</td>
</tr>
<tr>
<td>Rear yard landscaped</td>
<td>20% minimum</td>
<td>40% minimum</td>
<td>Existing (less than 40%)</td>
</tr>
<tr>
<td>Number of Curb Cuts</td>
<td>One minimum</td>
<td>One minimum</td>
<td>2 (existing)</td>
</tr>
<tr>
<td>Curb Cut side set back</td>
<td>5 feet minimum</td>
<td>5 feet minimum</td>
<td>&gt;5 feet</td>
</tr>
<tr>
<td>Curb cut width</td>
<td>1 curb cut not more than 18’ in width</td>
<td>1 curb cut not more than 18’ in width</td>
<td>Existing</td>
</tr>
</tbody>
</table>

Driveway Materials

Limited to the following
1. Pavers
2. Color and texture treated concrete, including stamped concrete
3. Painted concrete shall not be permitted.
4. Asphalt shall not be permitted.

N/A

Brick Pavers
### Building Massing

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building forms should be varied enough to avoid monotony and to avoid pyramidal massing and should be compatible with surrounding houses.</td>
<td>Consistent</td>
</tr>
</tbody>
</table>

### Decorative Features

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decorative features should be stylistically consistent throughout the entire building.</td>
<td>Consistent</td>
</tr>
</tbody>
</table>

### Overall Architectural Style

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.</td>
<td>Consistent</td>
</tr>
</tbody>
</table>

### Wall Materials and Finishes

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.</td>
<td>Consistent</td>
</tr>
</tbody>
</table>

### Roof Materials, Types, and Slopes

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

### Windows and Trims

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Window styles should always be consistent among all elevations of a building.</td>
<td>Consistent</td>
</tr>
<tr>
<td>Frame materials should never vary on a single building.</td>
<td>Consistent</td>
</tr>
<tr>
<td>Window, door and eave trim should be consistent on all elevations of the house</td>
<td>Consistent</td>
</tr>
</tbody>
</table>

**Zoning in Progress (ZIP) Conditions [As of August 9th, 2020]**

<table>
<thead>
<tr>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
</table>
| Maximum 40% lot coverage provided however that the following shall not be included in determining the lot coverage:  
(1) Uncovered steps and exterior balconies  
(2) Uncovered terraces, patios, breezeways, or porches which are open on two (2) sides; and  
(3) Covered terraces, patios, breezeways, or porches which are open on two (2) sides.  
In no instance may the exemptions listed here exceed 15% of the total footprint of all principle and accessory buildings and structures. | N/A to Garage Conversion  
Not provided |
| In the H30A and H30B districts, second story lot coverage is limited to 32% of the lot area, or 80% of the first-floor area, whichever is less | There is not a second story – does not apply |
| Existing setback requirements set forth in the Current Zoning Code will continue to apply, unless there is a greater restriction in the 2006 zoning code, except that only the following projections/encroachments shall be permitted:  
(1) In the H30A, H30B and H30C districts west of Harding Avenue, eaves of sloped roofs may project up to 8” into any required yard. All other ornamental or screening features (in H30A/H30B) including cornices, sills, frames, and fins, may project no more than 6” into any required yard.  
(2) In the H30A/H30B districts, lots greater than 112.5 feet in depth will be required to provide front and rear yards that combine to equal at least 36% of the lots depth. | (1) Existing setbacks  
(2) N/A |
| In the H30A/H30B districts, each lot must provide:  
(1) 35% of each lot must be pervious  
(2) 50% of the front yards and 40% of the rear yards must be landscaped  
(3) 20% of all landscaping must be Florida Friendly | (1) Not provided (existing – coverage is not changing)  
(2) Not provided (existing – coverage is not changing)  
(3) Not provided (existing) |
<table>
<thead>
<tr>
<th>The current zoning codes definition of building height will continue to apply to single family districts</th>
<th>Conforms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof decks shall not be permitted in any residential zoning district.</td>
<td>No roof deck proposed</td>
</tr>
</tbody>
</table>

**FINDINGS**

Staff finds the application meets both the 2020 and 2006 Zoning Codes subject to the following:

1. **Comply with Sec. 90-50 (7) “If the garage entrance is located at the front or primary corner of the property, landscaping shall be provided along the base of the new exterior wall.”**
2. **The FFE of the addition will need to be confirmed with the Building Department at time of Building Permit.**
TOWN OF SURFSIDE
SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION

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

<table>
<thead>
<tr>
<th>PROJECT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>OWNER'S NAME</td>
</tr>
<tr>
<td>PHONE / FAX</td>
</tr>
<tr>
<td>AGENT'S NAME</td>
</tr>
<tr>
<td>ADDRESS</td>
</tr>
<tr>
<td>PHONE / FAX</td>
</tr>
<tr>
<td>PROPERTY ADDRESS</td>
</tr>
<tr>
<td>ZONING CATEGORY</td>
</tr>
<tr>
<td>DESCRIPTION OF PROPOSED WORK</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INTERNAL USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Submitted</td>
</tr>
<tr>
<td>Report Completed</td>
</tr>
<tr>
<td>Fee Paid</td>
</tr>
<tr>
<td>Project Number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ZONING STANDARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plot Size</td>
</tr>
<tr>
<td>Setbacks (F/R/S)</td>
</tr>
<tr>
<td>Lot Coverage</td>
</tr>
<tr>
<td>Height</td>
</tr>
<tr>
<td>Pervious Area</td>
</tr>
</tbody>
</table>

07/30/2020 07/30/2020
SIGNATURE OF OWNER Signature of Agent
The Planning and Zoning Board shall generally meet the last Thursday of each month at 7:00 pm. at Town Hall.

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

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

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

[Signature] 07/30/2020
NAME OF REPRESENTATIVE DATE
LEGEND:
- CENTER LINE
- WATER METER
- WOOD POWER POLE
- EXISTING ELEVATION
- AIR CONDITIONER

ABBREVIATIONS:
- R/W RIGHT OF WAY
- (Meas) MEASURED
- (R) RECORD
- RES. RESIDENCE
- No. NUMBER
- F.F.E. FINISH FLOOR ELEVATION
- C.L.F. CHAIN LINK FENCE
- W.F. WOOD FENCE
- PL. PLANTER
- CL. CLEAR
- ENC. ENCROACH

PROPERTY ADDRESS: 9157 Froude Avenue, Surfside, Florida 33154.

LEGAL DESCRIPTION:
Lot 14, in Block 15, of ALTOS DEL MAR No. 6; according to the Plat thereof, as recorded in Plat Book 10, at Page 63, of the Public Records of Miami-Dade County, Florida.

FOR: Multitech Building.

SURVEYOR'S NOTES:
1) This survey was conducted for the purpose of a "Topographic Survey" only and is not intended to delineate the regulatory jurisdiction of any federal, state, regional or local agency, board, commission or other entity.
2) The accuracy obtained by measurements and calculations on this survey, meets and exceeds the Standards of Practice requirements for a Suburban area (1 foot to 7,500 feet) as specified in Chapter 52-17, Florida Administrative Code.
3) The North arrow direction shown herein is based on an assumed Meridian.
4) In some cases, graphic representation have exaggerated to more clearly illustrate a particular area where dimensions shall have preference over graphic location.
5) Legal description was provided by the client and is subject to any dedications, limitations, restrictions, reservations or easements of record.
6) Examination of the Abstract of Title will have to be made to determine recorded instruments, if any affecting the property; search of Public Records not performed by this office.
7) No effort was made by this office to locate any underground utilities and/or structures within or abutting the subject property.
8) This survey has been prepared for the exclusive use of the entities named hereon only and the certifications herein do not extend to any unnamed parties.
9) Elevations shown referred to N.G.V. Datum 1929, Miami-Dade County benchmark No.: T-243, elevation 13.63 feet; located at Surfside Boulevard and Bay Drive (21 feet West wall of guard house); US C & G Brass disc in East end of North concrete guard rail of bridge over Indian creek.
10) According to the National Flood Insurance Program the subject property falls in Community No.: 120050, Panel No.: 0144, Suffix: L Date of FEMA: 09-11-2009, Flood Zone: AE; base flood elevation: 8 feet.
11) Contact the appropriate authorities prior to any design work on the herein-described parcel for building and zoning information.
13) This survey is not valid without the signature and the raised seal of a Florida Licensed Land Surveyor and Mapper.

I hereby certify to Multitech Building; that the Sketch of Topographic Survey of the described property is true and correct to the best of my knowledge and belief, as recently surveyed and plotted under my direction; also that meets the Standards of Practice set in Chapter 52-17, Florida Administrative Code, pursuant to Section 472.027 Florida Statutes.

By Rolando Ortiz LS 4312

SEAL

NOT VALID WITHOUT SHEET 2 OR 2
(SHEET 2 OF 2 CONTAINS SKETCH OF SURVEY)

DATE: 06-21-2020
JOB No.: 20-32093
SKETCH No.: 29663

REVISIONS:
SCALE: 1"=20'
SHEET: 1 OF 2
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
       Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
     Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9165 Abbott Avenue Single Family Addition and Renovations

Background: This application is a request to approve a 540 square foot (SF) addition to an existing single-family residence with additional renovations to the roof, exterior, windows and driveway. The parcel is located in the H30B Zoning District. The Applicant has provided a current survey and provided details on the improvements and proposed elevations. An overhead aerial photo from the Miami Dade County Property Appraiser and a Google Street View are provided on the following page.

Governing Codes: The Zoning in Progress requirements for the proposed improvements are detailed in the following Zoning Codes:

- **2006 Code**: Front yard landscape 50% minimum; Rear yard landscape 40%.

- **2020 Code**: Base Flood Elevation +2; Pervious area 35% minimum; Residential Design Guidelines (building massing, decorative features, architectural style, wall materials and finishes; roof materials, types and slopes; windows and trims).

- **2006/2020 Codes**: Maximum lot coverage 40%; Maximum height 30 ft; Front and rear setback 20 ft; Front setback permeability 50%.

- **Zoning in Progress**: Maximum 40% lot coverage does not include uncovered steps and exterior balconies; uncovered terraces, patios, porches open on 2 sides; covered terraces, patios or porches open on 2 sides (these exemptions not to exceed 15% of the total footprint).
9165 Abbott Avenue Overhead View from the Miami Dade County Property Appraiser
Staff Recommendation: Review of the application package, aerial photos from the property appraiser, Google Street View and planning staff review of the codes indicates the Applicant generally complies with all the 2006, the current Municode and Zoning in Progress relative to the proposed improvements and should be approved subject to following comments.

- Provide calculations and worksheet verifying 50% landscape area in the front yard setback
- Provide calculations and worksheet verifying 40% landscape area in the rear yard setback
- Provide calculations and worksheet verifying building floor area is 40% or less of the lot size
- Provide information and material details on the driveway improvements
- Verify the accessory uses (pool, decks, steps, and terraces) do not exceed the 15% requirement
- Verify the maximum building height does not exceed 15 feet
- Verify the eaves on the new roof does not extend more than 8 inches into the side yard
TOWN OF SURFSIDE
SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION

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

PROJECT INFORMATION

OWNER'S NAME: My 3 Kids LLC
PHONE / FAX: (305) 608-0337
AGENT'S NAME: Juan C. David
ADDRESS: 1385 Coral Way Suite 404 Miami, Fl 33145
PHONE / FAX: (305) 285-4343 / (3050 285-4330
PROPERTY ADDRESS: 9165 Abbott Ave. Surfside 33154
ZONING CATEGORY: RS-2 0800 - SGL FAMILY - 1701-1900 SQ
DESCRIPTION OF PROPOSED WORK: New 524.00 SF addition to existing Residence an partial Interior Remodeling

INTERNAL USE ONLY

Date Submitted ___________________________ Project Number 20-1546
Report Completed _________________________ Date ___________________________
Fee Paid $ _____________________________

ZONING STANDARDS

<table>
<thead>
<tr>
<th>Plot Size</th>
<th>Required</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setbacks (F/R/S)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pervious Area</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Carolee Baumer 12.08.20
SIGNATURE OF OWNER DATE

DATE

Town of Surfside – Single-Family and Two-Family Site Plan Application
The Planning and Zoning Board shall generally meet the last Thursday of each month at 7:00 pm. at Town Hall.

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

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

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

<table>
<thead>
<tr>
<th>NAME OF REPRESENTATIVE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juan C David</td>
<td>12.08.20</td>
</tr>
</tbody>
</table>
## ELEVATION CERTIFICATE

**Important:** Follow the instructions on pages 1–9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

### SECTION A - PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>A1. Building Owner's Name</th>
<th>BARRY S. BAUMEL &amp; CAROLYN P. BAUMEL, HUSBAND AND WIFE</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.</td>
<td>9165 ABBOTT AVENUE</td>
</tr>
<tr>
<td>City</td>
<td>SURFSIDE</td>
</tr>
<tr>
<td>State</td>
<td>Florida</td>
</tr>
<tr>
<td>ZIP Code</td>
<td>33154</td>
</tr>
</tbody>
</table>

### A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)

LOT 13, BLK 6, PB 10, PG 63, FOLIO # 14-2235-001-0710

### A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.)

RESIDENTIAL

### A5. Latitude/Longitude

Lat. 25°52'45.17" N Long. 80°07'26.34" W Horizontal Datum: NAD 1927

### A6. Building Diagram Number

8

### A7. Building Diagram Number

8

### A8. For a building with a crawlspace or enclosure(s):

- a) Square footage of crawlspace or enclosure(s) 0.00 sq ft
- b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade 0
- c) Total net area of flood openings in A8.b 0.00 sq in
- d) Engineered flood openings? X No

### A9. For a building with an attached garage:

- a) Square footage of attached garage 232.00 sq ft
- b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade 0
- c) Total net area of flood openings in A9.b 1473.12 sq in
- d) Engineered flood openings? X No

### SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

<table>
<thead>
<tr>
<th>B1. NFIP Community Name &amp; Community Number</th>
<th>MIAMI-DADE COUNTY 120659</th>
</tr>
</thead>
<tbody>
<tr>
<td>B2. County Name</td>
<td>MIAMI-DADE</td>
</tr>
<tr>
<td>B3. State</td>
<td>Florida</td>
</tr>
<tr>
<td>B4. Map/Panel Number</td>
<td>12086C 0163</td>
</tr>
<tr>
<td>B5. Suffix</td>
<td>L</td>
</tr>
<tr>
<td>B6. FIRM Index Date</td>
<td>09-11-2009</td>
</tr>
<tr>
<td>B7. FIRM Panel Effective/Revised Date</td>
<td>09-11-2009</td>
</tr>
<tr>
<td>B8. Flood Zone(s)</td>
<td>AE</td>
</tr>
<tr>
<td>B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth)</td>
<td>+ 8 FT N.G.V.D.</td>
</tr>
</tbody>
</table>

**B10.** Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:

- [ ] FIS Profile
- [X] FIRM
- [ ] Community Determined
- [ ] Other/Source: ____________

**B11.** Indicate elevation datum used for BFE in Item B9:

- [X] NGVD 1929
- [ ] NAVD 1988
- [ ] Other/Source: ____________

**B12.** Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)?

- [ ] Yes
- [X] No

FEMA Form 086-0-33 (12/19) Replaces all previous editions.

Form Page 1 of 6
**SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Datum Used</th>
<th>Vertical Datum</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Top of bottom floor (including basement, crawlspace, or enclosure floor)</td>
<td>N/A</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>b)</td>
<td>Top of the next higher floor</td>
<td>N/A</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>c)</td>
<td>Bottom of the lowest horizontal structural member (V Zones only)</td>
<td>N/A</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>d)</td>
<td>Attached garage (top of slab)</td>
<td>6.2</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>e)</td>
<td>Lowest elevation of machinery or equipment servicing the building</td>
<td>8.5</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>f)</td>
<td>Lowest adjacent (finished) grade next to building (LAG)</td>
<td>6.0</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>g)</td>
<td>Highest adjacent (finished) grade next to building (HAG)</td>
<td>6.5</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td>h)</td>
<td>Lowest adjacent grade at lowest elevation of deck or stairs, including</td>
<td>N/A</td>
<td>NGVD 1929</td>
</tr>
<tr>
<td></td>
<td>structural support</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION**

Certifier’s Name: RENE AIGUESVIVES  
License Number: 4327  
Title: PROFESSIONAL LAND SURVEYOR  
Company Name: ALVAREZ AIGUESVIVES AND ASSOCIATES  
Address: 9789 SW 72 STREET  
City: MIAMI  
State: Florida  
ZIP Code: 33173  
Signature:  
Date: 08-24-2020  
Telephone: (305) 220-2424  
Ext.:  

Comments (including type of equipment and location, per C2(e), if applicable):

C2.e) MACHINERY ELEVATION REFERS TO A/C UNIT PAD LOCATED ON REAR SIDE OF THE HOUSE.  
LATITUDE/LONGITUDE OBTAINED USING GOOGLE EARTH.  
BENCHMARK USED: D-181 (MIAMI-DADE). ELEVATION = 4.08 FT (N.G.V.D.).  
HIGHEST CROWN OF ROAD ELEVATION = 6.50 FT (N.G.V.D.).

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.
ELEVATION CERTIFICATE

IMPORTANT: In these spaces, copy the corresponding information from Section A.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.
9165 ABBOTT AVENUE

City
SURFSIDE
State
Florida
ZIP Code
33154

FOR INSURANCE COMPANY USE
Policy Number:
Company NAIC Number

SECTION E – BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED)
FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zones AO and A (without BFE), complete Items E1–E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B, and C. For Items E1–E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.

E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).
   a) Top of bottom floor (including basement, crawlspace, or enclosure) is __________ feet __________ meters above or below the HAG.
   b) Top of bottom floor (including basement, crawlspace, or enclosure) is __________ feet __________ meters above or below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (elevation C2.b in the diagrams) of the building is __________ feet __________ meters above or below the HAG.

E3. Attached garage (top of slab) is __________ feet __________ meters above or below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is __________ feet __________ meters above or below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? __ Yes __ No __ Unknown. The local official must certify this information in Section G.

SECTION F – PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.

Property Owner or Owner's Authorized Representative's Name

Address
City
State
ZIP Code

Signature
Date
Telephone

Comments

☐ Check here if attachments.
**ELEVATION CERTIFICATE**

**IMPORTANT:** In these spaces, copy the corresponding information from Section A.

<table>
<thead>
<tr>
<th>Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.</th>
<th>State</th>
<th>ZIP Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>9165 ABBOTT AVENUE</td>
<td>Florida</td>
<td>33154</td>
</tr>
</tbody>
</table>

**FOR INSURANCE COMPANY USE**

<table>
<thead>
<tr>
<th>Policy Number:</th>
<th>Company NAIC Number</th>
</tr>
</thead>
</table>

**SECTION G – COMMUNITY INFORMATION (OPTIONAL)**

The local official who is authorized by law or ordinance to administer the community’s floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters.

**G1.** The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)

**G2.** A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

**G3.** The following information (Items G4–G10) is provided for community floodplain management purposes.

<table>
<thead>
<tr>
<th>G4. Permit Number</th>
<th>G5. Date Permit Issued</th>
<th>G6. Date Certificate of Compliance/Occupancy Issued</th>
</tr>
</thead>
</table>

**G7.** This permit has been issued for: [ ] New Construction [ ] Substantial Improvement

**G8.** Elevation of as-built lowest floor (including basement) of the building: ___________________________ [ ] feet [ ] meters Datum __________

**G9.** BFE or (in Zone AO) depth of flooding at the building site: ___________________________ [ ] feet [ ] meters Datum __________

**G10.** Community’s design flood elevation: ___________________________ [ ] feet [ ] meters Datum __________

**Local Official’s Name**

<table>
<thead>
<tr>
<th>Title</th>
</tr>
</thead>
</table>

**Community Name**

<table>
<thead>
<tr>
<th>Telephone</th>
</tr>
</thead>
</table>

**Signature**

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
</table>

**Comments (including type of equipment and location, per C2(e), if applicable)**

[ ] Check here if attachments.
If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below according to the instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>ZIP Code</th>
<th>Company NAIC Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>SURFSIDE</td>
<td>Florida</td>
<td>33154</td>
<td></td>
</tr>
</tbody>
</table>

**For Insurance Company Use**

**FOR INSURANCE COMPANY USE**

**Policy Number:**

**ELEVATION CERTIFICATE**

See Instructions for Item A6.

FEMA Form 086-0-33 (12/19)

Replaces all previous editions.
If submitting more photographs than will fit on the preceding page, affix the additional photographs below. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8.
This property is described as:
Lot 13, Block 6, ALTOS DEL MAR #4, according to the Plat thereof, as recorded in Plat Book 10, Page 63, of the Public Records of Miami-Dade County, Florida.

Certified to:
Barry S. Baumel & Carolyn P. Baumel
Chicago Title Insurance Company
Greenberg Traurig, P.A.

NOTES:
- No visible Encroachments in this Lot.
- No platted Easement in this Lot.

Address:
9165 Abbott Avenue, Surfside, FL 33154

This Survey Declaration is made on the Field Date indicated, to the Owner(s) listed. It is not transferable to additional Institutions or Subsequent Owners.
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
       Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
    Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9432 Byron Avenue Garage Conversion

Background: This application is a request to approve a conversion of an existing garage into a Den with bathroom. The parcel is located in the H30B Zoning District. The Applicant has provided an older survey but also took photographs which indicate the survey is still applicable. An overhead aerial photo from the Miami Dade County Property Appraiser is provided on the following page.

Governing Codes: The Zoning in Progress requirements for a garage conversion are detailed in the following Zoning Code sections:

2006 Code: 90-145(b)1(d) – allows for a garage conversion provided the garage door is replaced with a solid exterior wall with at least one window and with access internally from the main premises.

2008 Code: 90.41.4 – Also allows if an exterior door is no longer at grade level, stairs may be installed to comply with the Florida Building Code but must not extend more than 24 inches into the side or rear setbacks.

Current Municode: 90-50.1(1)(7) – further requires if the garage is at the front or primary corner of the property, landscaping should be provided along the base of the exterior wall.

Staff Recommendation: Review of the application package, aerial photos from the property appraiser, applicant photos and planning staff review of the codes indicates the Applicant complies with all the 2006, 2008 and the current Municode relative to a garage conversion and should be approved subject to installing a planter along the front of the new wall.
9432 Byron Avenue Overhead View from the Miami Dade County Property Appraiser
# TOWN OF SURFSIDE

## SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION

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

### PROJECT INFORMATION

<table>
<thead>
<tr>
<th>Owner's Name</th>
<th>Vincius Soza and Patricia R Fonseca</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone / Fax</td>
<td>305-343-0969 / 305-7669582</td>
</tr>
<tr>
<td>Address</td>
<td>9432 Byron Avenue, Surfside, FL</td>
</tr>
<tr>
<td>Phone / Fax</td>
<td></td>
</tr>
<tr>
<td>Property Address</td>
<td>9432 Byron Avenue, Surfside, FL</td>
</tr>
<tr>
<td>Zoning Category</td>
<td></td>
</tr>
<tr>
<td>Description of Proposed Work</td>
<td>Renovations (i) garage conversion (ii) bathroom renovations</td>
</tr>
</tbody>
</table>

### INTERNAL USE ONLY

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>9/17/20</th>
<th>Project Number</th>
<th>2020-1236</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report Completed</td>
<td></td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>Fee Paid</td>
<td>$ 200.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### ZONING STANDARDS

<table>
<thead>
<tr>
<th>Plot Size</th>
<th>Required</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setbacks (F/R/S)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pervious Area</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Signature of Owner**

*Vincius Soza*

09/17/2020

**Signature of Agent**

*Patricia R Fonseca*

09/17/2020

Page 66

Town of Surfside – Single-Family and Two-Family Site Plan Application
**DRAWING INDEX**

- A1 SITE PLAN
- A2 EXISTING / DEMO FLOOR PLAN
- A3 PROPOSED FLOOR PLAN
- A4 ELEVATIONS
- S1 FOUNDATION PLAN
- M1 MECHANICAL PLAN
- E1 ELECTRICAL PLAN
- P1 PLUMBING PLAN

**AREA CALCULATIONS**

- EXISTING AC AREA: 1,503 SF
- EXISTING GARAGE: 234 SF
- EXISTING TOTAL UNDER ROOF: 1,737 SF
- CONVERT GARAGE TO ROOM: 234 SF

**SCOPE OF WORK**

- REMODEL BATH FROM ONE BATHROOM TO TWO BATHROOMS.
- CONVERT GARAGE TO BEDROOM AND BATHROOM

**DESIGN CRITERIA**

All structural elements exposed to wind have been designed per the guidelines of the ASCE 7-10 FBC 2017 6TH EDITION.

- WIND SPEED = 175 MPH 3 SEC GUST
- EXPOSURE C
- BUILDING CATEGORY - II
- K=0.85 FOR FREE-STANDING WITH LOAD FACTORS
- ROOF HEIGHT IS 12'-4"
- PART OPEN STRUCTURE

**LIVE LOAD**

- 30 PSF

**DEAD LOAD**

- 25 PSF
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9417 Carlyle Avenue Garage Conversion

Background: This application is a request for a garage conversion to provide a 220 square foot (SF) bedroom, bathroom and laundry area. The parcel is located in the H30B Zoning District. An overhead aerial from the Property Appraiser and a Google Street View are provided on the following pages.

Governing Codes: The Zoning in Progress requirements for a garage conversion are detailed in the following Zoning Code sections:

2006 Code: 90-145(b)1(d) – allows for a garage conversion provided the garage door is replaced with a solid exterior wall with at least one window and with access internally from the main premises.

2008 Code: 90.41.4 – Also allows if an exterior door is no longer at grade level, stairs may be installed to comply with the Florida Building Code but must not extend more than 24 inches into the side or rear setbacks.

Current Municode: 90-50.1(1)(7) – further requires if the garage is at the front or primary corner of the property, landscaping should be along the base of the exterior wall.

Staff Recommendation: Review of the application package and planning staff review of the codes and Google Street View photo images of the property (see attached) indicates the Applicant complies with all the 2006, 2008 and the current Municode relative to a garage conversion and should be approved subject to providing landscaping in front of the new wall or placing a planter with landscaping in front of the new wall.
9417 Carlyle Avenue Overhead View from the Miami Dade County Property Appraiser
9417 Carlyle Avenue Google Street View
TOWN OF SURFSIDE
SINGLE-FAMILY and TWO-FAMILY SITE PLAN APPLICATION

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

<table>
<thead>
<tr>
<th>PROJECT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>OWNER’S NAME</td>
</tr>
<tr>
<td>PHONE / FAX</td>
</tr>
<tr>
<td>AGENT’S NAME</td>
</tr>
<tr>
<td>ADDRESS</td>
</tr>
<tr>
<td>PHONE / FAX</td>
</tr>
<tr>
<td>PROPERTY ADDRESS</td>
</tr>
<tr>
<td>ZONING CATEGORY</td>
</tr>
<tr>
<td>DESCRIPTION OF PROPOSED WORK</td>
</tr>
</tbody>
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<table>
<thead>
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<tr>
<th>ZONING STANDARDS</th>
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<tbody>
<tr>
<td>Plot Size</td>
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<tr>
<td>Lot Coverage</td>
</tr>
<tr>
<td>Height</td>
</tr>
<tr>
<td>Pervious Area</td>
</tr>
</tbody>
</table>

Signature of Owner 8/27/20

Signature of Agent August 26/20

Town of Surfside – Single-Family and Two-Family Site Plan Application
The Planning and Zoning Board shall generally meet the last Thursday of each month at 7:00 pm. at Town Hall.

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

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

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

[Signature]

NAME OF REPRESENTATIVE DATE

PAGE 80
LEGAL DESCRIPTION:
Lot 22, Block 9, ALTOS DEL MAR NO. 6, according to the Plat thereof, as recorded in Plat Book 8, Page 106, of the Public Records of MIAMI-DADE County, Florida.

CERTIFIED TO: Rogério Moreira Vieira Filho & Roberto da Almeida de Fonseca Vieira; Law Offices of Rodrigo S. da Silva, P.A.; Old Republic National Title Insurance Company; A&D Mortgage LLC, its successors and/or assignees, as their interests may appear.

PREPARED FOR: Rogério Moreira Vieira Filho & Roberto da Almeida de Fonseca Vieira; 9417 Carlyle Avenue, Surfside, FL 33154

Encroachments:
1. Overhead utility lines.
2. Portion of the concrete drive is encroaching over the West boundary line into the street Right-of-Way (Carlyle Avenue).

SURVEYOR'S SEAL
Mohamed M. Al-Yamani
Registered Surveyor & Mapper No. 5504
State of Florida

MOJARENA & ASSOCIATES, INC.
Land Surveyors & Mappers
Certificate of Authorization No. 6698
P.O. Box 56-0126
Miami, FL 33256-0126 (305) 278-2494

BOUNDARY SURVEY
REVIEWED:

DATE: 04-16-20
BASE: 8
SCALE: 1" = 20'

MOJARENA & ASSOCIATES, INC.
Land Surveyors & Mappers
Certificate of Authorization No. 6698
P.O. Box 56-0126
Miami, FL 33256-0126 (305) 278-2494

MOJARENA & ASSOCIATES, INC.
Land Surveyors & Mappers
Certificate of Authorization No. 6698
P.O. Box 56-0126
Miami, FL 33256-0126 (305) 278-2494

MOJARENA & ASSOCIATES, INC.
Land Surveyors & Mappers
Certificate of Authorization No. 6698
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Miami, FL 33256-0126 (305) 278-2494

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Certificate of Authorization No. 6698
P.O. Box 56-0126
Miami, FL 33256-0126 (305) 278-2494

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Certificate of Authorization No. 6698
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Miami, FL 33256-0126 (305) 278-2494

MOJARENA & ASSOCIATES, INC.
Land Surveyors & Mappers
Certificate of Authorization No. 6698
P.O. Box 56-0126
Miami, FL 33256-0126 (305) 278-2494

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GENERAL DEMOLITION NOTES:

1. THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS AFFECTING THE PRELIMINARY DEMOLITION; WHETHER SHOWN OR NOT SHOWN. ITEMS MAY HAVE TO BE RELOCATED AND/OR TEMPORARILY SUSPENDED, SUPPORTED, OR REMOVED AS REQUIRED FOR PURPOSES OF DESIGN DISCOVERY. THE SECONDARY AND FINAL DEMOLITION PHASE IS TO BE INITIATED UPON COMPLETION OF ALL DESIGN DOCUMENTS AND FINALIZATION OF THE DESIGN INTENT.

2. PRELIMINARY DEMOLITION DOES NOT IMPACT MECHANICAL, HVAC, PLUMBING, AND FIRE PROTECTION SYSTEMS. THE REMOVAL AND RELOCATION OF ABOVE STATED ITEMS IS PENDING FINALIZATION OF THE DESIGN INTENT. BATH ROOM AND PLUMBING FIXTURES ARE TO BE LEFT IN THEIR EXACT LOCATIONS.

3. GENERAL CONTRACTOR SHALL COORDINATE PRELIMINARY DEMOLITION OPERATIONS WITH ALL OTHER REQUIRED SUB-CONTRACTORS AND RESPECTIVE TRADES WHERE APPLICABLE. ALL DEMOLITION WORK SHALL BE CONDUCTED UNDER CONTROLLED CONDITIONS.

4. REMOVE FIXTURES AND ELECTRICAL DEVICES AS INDICATED ON PLAN. PRELIMINARY DEMOLITION PLAN ONLY REFLECTS IMPACTED OUTLETS AND SWITCHES. FIXTURES ARE NOT CURRENTLY INSTALLED.

5. COORDINATE ANY SHUTDOWN OF EXISTING SERVICES AND EQUIPMENT REMAINING IN USE WITH OWNERS' REPRESENTATIVE. PROVIDE ADEQUATE NOTICE AND MAKE PROVISIONS TO MINIMIZE IMPACT TO ANY NEIGHBORING UNITS OR TENANTS.

6. REMOVE ALL CONDUIT AND WIRE BACK TO NEAREST UPSTREAM DEVICE REMAINING IN SERVICE, WHERE DEMOLITION WORK AFFECTS ELECTRICAL SERVICE TO DOWNSTREAM DEVICES TO REMAIN. EXTEND CONDUIT AND WIRE AS REQUIRED TO MAINTAIN ELECTRICAL SERVICE.

7. DISPOSE OF ALL MATERIALS OFF SITE. ALL MATERIALS SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL FEDERAL STATE AND LOCAL REGULATIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE COMPLETE REMOVAL AND DISCARDING OF ALL DEMOLITION WASTE INCLUDING ANY UNFORESEEN ITEMS WITHIN THE SCOPE OF THE PROJECT.

8. CARE SHOULD BE EXERCISED DURING DEMOLITION TO HAVE THE LEAST IMPACT ON THE CONDUIT OF EXISTING DEVICES. WHERE FEASIBLE EXISTING CONDUIT SHOULD BE LEFT INTACT AND TEMPORARILY SUPPORTED UNTIL THE DESIGN INTENT CAN ESTABLISH THE DESIRED RELOCATION AND/OR REMOVAL. SERVICE IN SUCH CASES NEEDS TO BE INTERRUPTED.

9. CARE SHOULD BE EXERCISED TO PROTECT ALL EXISTING FINISHED SURFACES AND APPLIANCES DURING DEMOLITION. THE CONTRACTOR IS EXPECTED TO PROTECT FROM DUST AND DEBRIS ALL EXISTING APPLIANCES THROUGHOUT THE UNIT, INCLUSIVE OF BATHROOM FIXTURES, PLUMBING FIXTURES, CABINETS, KITCHEN APPLIANCES, ETC.

EXISTING/DEMOLITION FLOOR PLAN

SCALE: 3/8"=1'-0"
Memorandum

To: Planning and Zoning Board
Thru: Andy Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
       Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
    Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 400 93rd Street - Fence

Background: This application is a fence request for a corner lot. The parcel is located in the H30B Zoning District. The Applicant has provided a current survey and provided details on the proposed improvements. The lot is 112.5 feet long and 55 feet wide. An overhead aerial photo from the Miami Dade County Property Appraiser and a Google Street View are provided on the following pages.

Discussions with the Applicant indicate a desire to create a fenced area for his children. Therefore a fence is proposed on the property line on Abbott Avenue following the corner radii and then northward on a line 12 feet from the 93rd Street right of way connecting to the house corner. The Applicant planted a hedge recently which is located in the public right-of-way of both Abbott Avenue and 93rd Street. Gates are proposed on the 93rd Street property line for his walk, driveway access and access to the north side yard.

Governing Codes: The Zoning in Progress requirements for the proposed improvements are detailed in the following Zoning Codes:

2006 Code: No fence or wall can be constructed in a front yard or a corner lot in a side yard that abuts a right of way; no fence or wall can conflict with the vision clearances

2020 Code: A fence or ornamental wall may be placed within a front yard or primary corner yard if granted design review approval by the Planning and Zoning Board. Maximum height is 4 feet plus ½ foot for each 10 feet exceeding 50 feet
400 93rd Street Angled View from the Miami Dade County Property Appraiser
Staff Recommendation: Review of the application package, aerial photos from the Property Appraiser, Google Street View and planning staff review of the codes recommends the Planning and Zoning Board find a 4-foot high picket fence be approved on Abbott Avenue as proposed by the Applicant. It is also recommended the existing hedge be relocated in close proximity to the property line. The proposed 4-foot high gates on 93rd Street also be approved as requested by the Applicant provided they are located outside of the public right of way.
TOWN OF SURFSIDE
MULTI-FAMILY AND NON-RESIDENTIAL DESIGN REVIEW APPLICATION
(Signs, awnings, store fronts, fences, and walls etc)

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

PROJECT INFORMATION

OWNER'S NAME: David Elmaleh
PHONE / FAX: 786-879-4951
AGENT'S NAME: Isa Garcia
ADDRESS: 400 93 St. Surfside, Fl. 33154 (Job address)
PHONE / FAX: 400 93 St. Surfside, Fl. 33154
PROPERTY ADDRESS: Aluminium picket fence

INTERNAL USE ONLY

Date Submitted: Project Number:
Report Completed: Date:
Fee Paid: $

ZONING STANDARDS

Required Provided

SIGNATURE OF OWNER: 7/16/20 SIGNATURE OF AGENT: 7/14/20
NOTES:

"This Survey Declaration is made on the Field Date indicated, to the Owner(s) listed. It is not transferable to additional institutions or subsequent Owners."

NOT VALID UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF FLORIDA LICENSED SURVEYOR AND MAPPER

GUILLERMO A. GUERRERO
Professional Surveyor & Mapper No. 6453

LEGAL DESCRIPTION:
LOT 13 BK 8, ALTO DEL MAR MAP NO. 5, ACCORDING TO THE PLAN THEREOF AS RECORDED IN PLAT BOOK 8, PAGE 92, PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

CERTIFIED TO:
MR. & MRS. DAVID ELMALEH
400 93rd STREET
SURFSIDE, FLO RIDA 33154
PERMIT # 20 669

SCOPE OF WORK:
- 4' HEIGHT ALUMINUM WHITE PICKET FENCE TO BE INSTALLED AS SHOWN ON ABBOTT AVE.
- ONE 4' WHITE GATE AND 3 SIX FOOT WHITE GATES TO BE INSTALLED AS SHOWN. THE SIX FOOT GATES ARE TO BE LOCATED ON EITHER SIDE OF THE DRIVEWAY AND AT THE ENTRANCE TILED WALK. THE 4' GATE IS PART OF THE 4' PICKET FENCE, FACING 93rd STREET.
- EXISTING HEDGES ARE REPRESENTED BY THE DASHED GREEN LINE

GUILLERMO A. GUERRERO
PROFESSIONAL SURVEYOR & MAPPER NO. 6453

SIGNED AND SEAL BY ADOLFO D. LOPEZ, AIA FOR FENCE LOCATION ONLY.

NOT VALID UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF FLORIDA LICENSED SURVEYOR AND MAPPER

BOUNDARY SURVEYER - I hereby certify that this Survey meets the Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mapppers in Chapter 113, Florida Administrative Code, pursuant to Section 113.065, Florida Statutes
Survey Date: 08/19/19

SURVEYOR - GUILLERMO A. GUERRERO, PROFESSIONAL SURVEYOR & MAPPER NO. 6453

MR. & MRS. DAVID ELMALEH
400 93rd STREET
SURFSIDE, FLO RIDA 33154
PERMIT # 20 669
ULTRA  
ALUMINUM MFG., INC.  
UAF 200  
FLAT TOP

SPECIFICATIONS  
RESIDENTIAL

| Posts                     | 2" x 2" x .060 Wall  
|                           | 2" x 2" x .080 Wall  
|                           | 2" x 2" x .125 Wall  
|                           | 2½" x 2½" x .100 Wall |
| Horizontal Rails          | 1½" x 1”            
| Side Walls                | .082"               
| Top Walls                 | .062"               
| Pickets                   | 5½" x 5½” x .050 Wall  
|                           | 3½/16” or 1½/8”     
| Available Heights         | 3, 3½, 4, 5 & 6 Ft.  

DIMENSIONS

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<thead>
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<th>HT</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
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<td>60½”</td>
<td>5½”</td>
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www.YourFenceStore.com  
info@yourfencestore.com  
Toll Free 1-866-56-FENCE  
©2003 YourFenceStore. All rights reserved.
Memorandum

To: Planning and Zoning Board
Thru: Andrew Hyatt, Town Manager
From: Walter Keller, PE, AICP., Town Consultant Planner
        Marlin Engineering, Inc.
CC: Jason Greene, Assistant Town Manager
    Lillian Arango, Town Attorney
Date: January 10, 2021
RE: 9461 Harding Avenue Door Signs

Background: This application is a request to place a double door window signs. The parcel is located in the SD-B40 Zoning District. In addition to this Memorandum, an Agenda Packet submitted by the Applicant with review by James Hickey, the former Town Planner is attached.

Governing Codes: The Zoning in Progress requirements for window and door signs are detailed in the following Zoning Code sections:

2006 Code: 90-209(c)(e) – Provides a window sign of 1.5 square foot (SF) for each window or door. In addition, the lettering is limited to 8 inches in height and the total area of the sign cannot exceed 20% of the window and or door area.

2008 Code: 90.71.1 – Also allows a window sign of 1.5 square foot (SF) for each window or door. In addition, the lettering is limited to 8 inches in height and the total area of the sign cannot exceed 20% of the window and or door area.

Current Municode: 90-73.a(3)c – The Code only limits the sign to not exceed 20% of the window or door area. Lettering is limited to 8 inches in height. Allowable material include painted gold leaf, silver leaf, silk-screened, cut or polished metal, cut or frosted vinyl and etched glass.

Staff Recommendation: The Applicant’s proposed signs is not dimensioned in the application. Based on the more restrictive Code, it is recommended the sign be approved subject to the following conditions:

1. The size of the proposed door signs shall be limited to a maximum of 1.5 SF per the Code; and,
2. The sign lettering shall be 8 inches or less with the sign material consistent with Sec. 90-73.a(3)c.
**TOWN OF SURFSIDE**
**MULTI-FAMILY AND NON-RESIDENTIAL DESIGN REVIEW APPLICATION**

(Signs, awnings, store fronts, fences, and walls etc)

A complete submittal includes all items on the “Multi-family and Non-Residential Design Review Application Submission Checklist” document as well as completing this application in full. The owner and agent must sign the application with the appropriate supplemental documentation attached. Please print legibly in ink or type on this application form.

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<td>PHONE / FAX</td>
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<tr>
<td>AGENT’S NAME</td>
</tr>
<tr>
<td>ADDRESS</td>
</tr>
<tr>
<td>PHONE / FAX</td>
</tr>
<tr>
<td>PROPERTY ADDRESS</td>
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<tr>
<td>ZONING CATEGORY</td>
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<tr>
<td>DESCRIPTION OF PROPOSED WORK</td>
</tr>
</tbody>
</table>

**INTERNAL USE ONLY**

Date Submitted Project Number
Report Completed Date
Fee Paid $

<table>
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<tr>
<th>ZONING STANDARDS</th>
<th>Required</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Area (if applicable)</td>
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<td>Awning Size (if applicable)</td>
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<td>Fence Height (if applicable)</td>
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<td>Wall Height (if applicable)</td>
<td>[Blank]</td>
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</tbody>
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**SIGNATURE OF OWNER** 10/07/2020 **SIGNATURE OF AGENT** 10/07/2020

Town of Surfside – Multi-Family and Non-Residential Design Review Application

PAGE 95
TOWN OF SURFSIDE
MULTI-FAMILY AND NON-RESIDENTIAL DESIGN REVIEW
(Signs, awnings, store fronts, fences, and walls etc)

PLANNING AND ZONING BOARD Rules and Procedures (June 2002)

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

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

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

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

<table>
<thead>
<tr>
<th>Name of Representative</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matias Cammarota</td>
<td>10/07/2020</td>
</tr>
</tbody>
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Rita’s Logo measurements

Store Address: 9461 Harding ave, Surfside, 33141