1. Call to Order/Roll Call

2. Town Commission Liaison Report – Mayor Charles Burkett

3. Approval of Minutes –
   - January 21, 2021
   - January 28, 2021
   - February 11, 2021

4. Applications:
   A. 8851 Harding Avenue – New 2 Story Multifamily Building
   B. 624 92 Street – Garage Conversion to Master Bedroom
   C. 8841 Froude Avenue – New Addition in Rear of House

5. Next Meeting Date: March 25, 2021

6. Discussion Items:
   A. Future Agenda Items

7. Adjournment
1. Call to Order/Roll Call

Chair Frankel called the meeting to order at 6:02 p.m.

Present: Chair Judith Frankel, Board Member Fred Landsman (arrived at 6:04 pm), Board Member James MacKenzie, Board Member Ruben Bravo, Board Alternate Member Horace Henderson (arrived at 6:08 p.m.), and Board Alternate Member Michael Dranoff.

Absent: Vice Chair Oliver Sanchez.

Also, Present: Mayor Charles Burkett, Town Planner Walter Keller, Assistant Town Attorney Tony Recio and Town Manager Andrew Hyatt and Building Official Ulises Fernandez.

Town Clerk McCready advised the Board of a Special Planning and Zoning Board Meeting that will be scheduled for February 11, 2021 at 6:00 p.m. to address the backlog of applications.

2. Town Commission Liaison Report – Mayor Charles Burkett

Mayor Burkett spoke regarding the new zoning code rewrite and the combining the safety and security of the old code as well as the upcoming zoning workshops. He thanked the Board Members for their service.

3. Approval of Minutes – December 17, 2020

A motion was made by Board Member Landsman to approve the December 17, 2020 Planning and Zoning Board Meeting Minutes, seconded by Board Member Henderson. The motion carried with a 5-0 vote.

Town Attorney Recio read into the record the meeting information details and the quasi judicial statements.

The Town Attorney polled the Board Members and no one has had any communication with any of the applicants.
4. Applications:

A. 9248 Emerson Avenue – New Single Family Home

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

**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.

Jeff Rose representing the applicant was sworn in and presented the project.
Louis Plotkin, applicant was sworn in and addressed the Board members and presented his project.

Chair Frankel closed public comment.

Board Member Mackenzie stated in respect to the house that Jeff Rose pays a lot of attention to the house and appears to meet everything as Town Planner Keller stated and that he is keeping the second floor façade. He asked regarding not seeing a fence and would like to see the fence coming into the project now and not seeing it come back at another time. He asked regarding the pool coming close to the property line on Bay Drive and the height of the soil and his intention would be for the project. He also addressed different concerns regarding the project.

Jeff Rose stated that they are not allowed to do the fence that way anymore.

Chair Frankel spoke regarding the water retentionage and Building Official Fernandez could verify that.

Building Official Fernandez verified that all the water needs to stay in the property and stated that there is nothing in the Building Code that states that.

Town Planner Keller addressed the comments made by Board Member Mackenzie and stated that they are trying to simplify what the Board is given while still giving them the information needed.

Further discussion among the Board Members and the Town Planner regarding the pool and the site plan.

Jeff Rose addressed the comments and questions from the Board members.

Town Planner Keller stated that one of the issues in the Town is that the houses were built too low and the flooding control which pushes the houses above the crown of the road.

Building Official Fernandez addressed the comments made regarding the level of storage and the garage and stated FEMA’s requirements and the certain exceptions that are allowed.

Discussion continued among the Board and the applicant regarding the lot coverage and the garage.

Board Member Bravo asked the applicant if this was a design build contract.

Jeff Rose, applicant stated that it was just a design for the home.

Further discussion took place among the Board Members and the applicant regarding the design of the project and the rainwater staying on the property.
Building Official Ulises Fernandez stated that it is important to clarify where you are measuring the height of the fence.

A motion was made by Board Member Mackenzie to approve the application with staff recommendations and conditions to include: fence height be measured from crown of the road; planner to take particular note with the landscaping and Bay Drive; there be an appropriate transition; impose a landscape architect to develop a landscape plan; when the plans are submitted to the Building Department that the Building Department pays attention to the plans to make certain that they meet the Miami-Dade Building Code requirements; Building Department oversee the plans for the drainage and make sure it meets the code, seconded by Board Member Henderson. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

B. 9157 Froude Avenue – Garage Conversion

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

**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.
Board Member Landsman asked regarding the permitting and code violation after the fact and why it is coming to the Board for approval.

Town Planner Keller addressed the comments made by Board Member Landsman.

Town Attorney Recio addressed the code enforcement violations and advised the Chair that they have the ability to review this and they are looking at bringing this into full compliance.

Board Member Mackenzie spoke regarding the site plan and legalization notes that has to do with permitting records. He asked regarding the three (3) trash cans and the massing on the left of the house.

Chair Frankel stated that with garage conversions that occurs because they have a different roof and her concern is the finished floor level.

Further discussion took place regarding the project and the code violations and short term rules for rentals.

Board Member Landsman stated that as a Board they should not be making assumptions if the owner is going to rent the property. He stated that at the last meeting they made it clear that the owner is not present at the meeting.

Chair Frankel agrees with Board Member Landsman and spoke regarding the look of the windows and symmetry. She spoke regarding the two conditions of the previous Planner and what the Code states regarding landscaping. She stated that the elevation has to be brought up to the same as the house to meet the house floor level.

A motion was made by Board Member Henderson to reject the application, seconded by Board Member Bravo. The motion carried with a 4-1 vote with Chair Frankel voting in opposition and Vice Chair Sanchez absent.

C. 9165 Abbott Avenue – Garage Conversion and Addition

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

**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).

**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

Juan C. David, Architect for the applicant was sworn in and introduced the project to the Board.

The following individual from the public spoke:
George Kousoulas was sworn in and spoke on behalf of the applicant on the covered terrace issue.

Board Member Henderson asked Town Attorney Recio that since the information was provided late and if the item can be deferred. He asked Town Planner Keller that since he got the information late if he had time to verify with the code.

Town Planner Keller stated that most of this would apply but it was not added to the plans and in this case it was not submitted.

Board Member Henderson asked if they can defer it or if they have to deny or approve.
Town Attorney Recio stated that it can be deferred and what is being brought before them is the design portion.

Juan C. David, Architect stated that there were simple calculations and the information is with Town Planner Keller and if it could be approved with conditions.

George Kousoulas addressed the comments made by the Board.

Board Member Horace stated that he would like the concept that all the details are important and all the information provided beforehand.

Board Member Mackenzie stated that he likes the plan but stated that it is a matter of principle and that if they continue the trend of missing information constantly it goes back to this being a serious matter since they have to review the plans. He stated that he is not ready to move forward with this application at this time.

Board Member Bravo stated that they have been talking about these issues constantly and believes these plans need to be resubmitted.

Chair Frankel stated that the existing plans are acceptable it is the lack of information and details that they are concerned about.

Further discussion took place regarding the lack of information and the roles and responsibilities of the Board and being specific what they do as a Board.

Juan C. David, Architect addressed the comments made by the Board regarding the drainage and the front elevation.

Chair Frankel summarized the comments made by the Board and asked for those future applicants to submit all the information on time in order for the Town Planner to have enough time to review the plans.

Board Member Mackenzie stated that he would prefer to defer the application.

A motion was made by Board Member Landsman to approve the application provided that the calculation and details that are under review are verified and meet building code. The motion died for lack of a second.

A motion was made by Board Member Mackenzie to defer the item to the February 11, 2021 Special Planning and Zoning Board Meeting, seconded by Board Member Bravo. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

D. 9432 Byron Avenue – Garage Conversion and Internal

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

Venicius Souza, applicant was sworn in and presented the application and his project.

Chair Frankel asked regarding the parking garage and if there is sufficient space for two parking spaces.

Town Planner Keller responded to the comments made by Chair Frankel.

Further discussion took place regarding the specifics and requirements of this project and condition to maintain the divided look as well as the garage and drainage and make it a condition that the drainage pipes comply with the Code.

Board Member Mackenzie does not believe that the windows currently there are not hurricane impact windows.

A motion was made by Board Member Landsman to approve the application with staff recommendations, consistency with the windows, driveway conditions must meet the requirements set by the Code and the landscaping planter must have proper irrigation and drainage of the washer and dryer, seconded by Board Member Bravo. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

E. 9417 Carlyle Avenue – Garage Conversion
Town Planner Keller introduced the item and provided the staff recommendations as stated below:

**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.

Board Member Bravo asked regarding the style and frame.

Rogerio Vieira, property owner was sworn into the record and addressed questions from the Board.

A motion was made by Board Member Mackenzie to approve the application with staff recommendations and conditions of the driveway having two parking spaces and landscape requirements, seconded by Board Member Henderson. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

### F. 400 93rd Street – Front Yard Fence

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

**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

**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.

David Elmaleh, applicant was sworn into the record and provided a presentation of his project.

Board Member Landsman asked if this is an application the Board had previously seen and asked Town Planner Keller if the applicant has agreed to these conditions.

David Elmaleh, applicant agrees to the conditions and recommendations in reference to the fence.

Discussion took place among the Board members and the applicant regarding conforming to code, landscaping and the gates going across the property.

Further discussion took place regarding the hedges and the proper placement of those hedges.

Board Member Mackenzie stated that he does not feel comfortable approving this application.
A motion was made by Board Member Landsman to approve the application with staff recommendations; to exclude any of the gates along Abbott Avenue and 93rd Street; and moving the hedge to be in front of the fence to the property line, seconded by Chair Frankel. The motion carried with a 3-2 vote with Board Member Mackenzie and Board Member Bravo voting in opposition and Vice Chair Sanchez absent.

G. 9461 Harding Avenue – Door sign

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

Matteas ___________ representing the applicant was sworn in and presented the project.

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)6(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.
A motion was made by Board Member Landsman to approve the application with staff recommendations, seconded by Board Member Henderson. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

5. **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.

6. **Discussion Items:**

   A. **Future Agenda Items**

   Chair Frankel stated that it is important to review the zoning code and prepare for the upcoming meeting.

   The following individuals from the public spoke:
   George Kousoulas spoke regarding the Board and architectural drawings and the relationships and lot coverage

   Chair Frankel asked George Kousoulas to address the Board on the February 11, 2021 Meeting to assist with some of the concerns.

   Jeff Rose spoke regarding the types of units they are looking for and what their thoughts were of what the right types of units they Board is looking for along Collins Avenue.

   The Board Members addressed the comments made by the public speakers.

   Chair Frankel commented on the hotels and believes there is room for both residential and hotels.

7. **Adjournment:**

   A motion was made by Board Member Landsman to adjourn the meeting without objection at 10:02 p.m. The motion received a second from Board Member Henderson. The motion carried with a 5-0 vote with Vice Chair Sanchez absent.

   Respectfully submitted,
Accepted this _____ day of ____________________, 2021.

____________________
Judith Frankel, Chair

Attest:

_______________________
Sandra McCready, MMC
Town Clerk
Call to Order/Roll Call

Chair Frankel called the meeting to order at 6:02 p.m.

Present: Chair Judith Frankel, Board Member Fred Landsman (arrived at 6:05 pm), Board Member James MacKenzie, Board Member Ruben Bravo, Board Alternate Member Horace Henderson and Vice Chair Oliver Sanchez.

Absent: Board Alternate Member Michael Dranoff

Also, Present: Mayor Charles Burkett (arrived at 6:13 pm), Town Planner Walter Keller, Town Attorney Tony Recio and Town Manager Andrew Hyatt and Building Official Ulises Fernandez.

Chair Frankel advised the Board of the two Zoning Workshops on February 4 and February 18, 2021 and encouraged the Board Members to attend and participate in both workshops.

Town Clerk Sandra McCready advised the Board of the dates and times of the workshops stated to the Board that they will have preference in providing their input.

Chair Frankel spoke regarding the recommendations for the applications and to make sure that the Town staff is doing their job and providing their expertise.

Town Attorney Recio spoke regarding the orientation, the design guideline and stated that those guidelines are available online. He stated that these guidelines are the ones that need to be applied when looking at these applications. He stated that tonight they will play another role in recommending approval or denial on a proposed ordinance that already went to the Commission.

Town Commission Liaison Report – Mayor Charles Burkett

Mayor Burkett thanked all the members of the Board for their hard work and working on getting all the applications addressed with the extra meetings.
3. **Applications:**

Town Attorney Recio read the quasi-judicial statement into the record and polled the members of the Board.

All Board Members stated that they had no contact with any of the applicants.

Deputy Town Clerk Herbello confirmed advertisement of the items and swore in the speakers.

**A. 924 88th Street – Amending Design Review Approval**

**Background:** This application is a request to modify a previously approved single family site plan which is under construction. The parcel is located in the H30A Zoning District with a lot area of 15,570 square feet. In addition to this Memorandum, four exhibits submitted by the Applicant are attached.

The Planning and Zoning Board approved the two-story single family site plan in January 2017. The approved 2nd floor area included 4 building wall cut-outs, two on each side. A site plan modification is requested to remove the cut-outs and manage the average side setback area by utilizing areas where the second floor is set farther back from the front property line. While the second-floor square footage will increase, the second floor is 70.5% of the ground floor square footage.

**Governing Code:** The Zoning in Progress requirements for this request are detailed in the following Zoning Code section:

**Current Municode: 90-2** – The Code definition and illustrative example for setback (average) reports the average setback can be provided through a variety of ways and the builder has the option of building continuously along the average setback line without variation.

**Staff Recommendation:** The Applicant’s proposed 2nd floor wall modification is consistent with the Code and should be approved.

Eddy Vazquez, architect for the project presented the application and spoke regarding the specifics of the project.

George Kousoulas, representing the applicant presented the project and went through the exhibits of the project.

Maria Tudi, neighbor spoke and wanted to ask George Kousoulas regarding the generators on the grass which is in front of her house and is there a way to put fences to not have to see the generators.
George Kousoulas addressed the comments made by Maria Tudi and stated that they are covered and they would love to place the equipment on the roof but due to code changes it cannot be done.

Eddy Vazquez, architect, addressed the concerns from Maria Tudi and stated that they have hedges around the air conditioner and generators.

Board Member Mackenzie asked what type of generator it was, how it would be maintained, and does it emit fumes.

Eddy Vasquez stated it would be a natural gas generator and he stated it is an emergency generator in the event of a hurricane or event. The generator would be serviced at least twice a year.

George Kousoulas stated that the Code states the times the generator can be turned on.

Vice Chair Sanchez asked regarding the equipment (generator and air conditioning units) stated that the neighbor that spoke and asked if the emergency equipment is on the west side of the house. He spoke regarding the noise level and asked if the balcony on the south side facing the water was covered.

Eddy Vazquez addressed the question from Vice Chair Sanchez regarding the location of the equipment and stated it was on the east side of the property.

George Kousoulas addressed the comments made by Vice Chair Sanchez regarding the covered balcony.

Vice Chair Sanchez asked if this property had any permitting extensions. He also asked if the new emailed version of the plans had changes made to them.

Town Planner Keller stated that he was not aware of any permitting extensions and stated that the documents emailed had additional elaborations.

Further discussion took place among the Board and Eddy Vasquez regarding the plans that were emailed which were additional elaborations and the different changes to the plans.

Board Member Bravo stated that he loves the house and asked what is in between the roof deck and generator.

Eddy Vazquez, architect stated that there is landscaping and on the side of the deck there is a wood louver that can be opened if they need to service the generator.

Board Member Bravo asked regarding the noise level on the roof deck.
Further discussion took place among the Board members and Eddy Vazquez regarding the roof deck, generator, landscaping and noise cancellation.

Board Member Mackenzie commented that the balcony that runs along the north façade in the floor plan shows it in line with the face of the west wall but the rendering shows a cantilever balcony and asked regarding the placement of the equipment.

Eddy Vazquez addressed the comments made by Board Member Mackenzie on the placement of the equipment.

Further discussion took place among the Board Members, Eddy Vazquez and George Kousoulas regarding the application and solution for placement of the equipment.

Mayor Burkett stated that he spoke to the owner and appreciates the comments and concerns of the neighbor of possibly having loud noise on the abutting property. He spoke to the owner and neighbor and stated that he is intending to having the noise equipment up on the roof in order to alleviate the noise level.

Discussion took place among the Board members regarding the elevation, reroofing, retiling and the air conditioning compressor being elevated above the terrace.

Chair Frankel addressed Mayor Burkett’s comments and the review of the zoning code and the placement of the air conditioning unit.

Town Attorney Recio stated that right now the zoning in progress prohibits the height restrictions from being violated.

Board Member Landsman spoke regarding the placing of the location of the air conditioning unit and the changes being made.

The following individuals from the public spoke:
Maria Tudi spoke on the item and asked if they could build something that could hide the equipment.
Jeff Rose spoke regarding the setbacks and what George Kousoulas stated.
Loren Baum, general contractor on the project explained the placement of the equipment.

Discussion took place among the Board and Loren Baum regarding the project, it’s specifics and setbacks.

Chair Frankel stated that she agrees with Board Member Henderson on articulation on the second floor.

A motion was made by Board Member Landsman to approve the application, the generator be obscured by the louver and landscaping as the builder and architect agreed, if the zoning code changes prior, they are able to change the permit to relocate the equipment to the roof as the zoning code allows, seconded by Vice Chair Sanchez. The motion carried with a 5-0 vote.
Board Member Bravo spoke regarding submitting for permits and the approval process as well as submitting for modifications.

B. 8835 Garland Avenue – Garage Conversion

**Background:** This application is a request to convert an existing garage to a home office and laundry room. The Applicant is also proposing major revisions to the front setback area with removal of the existing driveway and relocation of parking spaces and walkways utilizing concrete slabs and stones. The parcel is located in the H30B Zoning District on an interior lot fronting on Garland Avenue. An overhead aerial view from the Miami-Dade County Property Appraiser is provided on the following page with a Google Street View on page 3. In addition to this Memorandum, a package of photos, renovation plans, elevations, landscape plan and current survey was submitted by the Applicant.

**Governing Codes:** The Zoning in Progress requirements for lots in the H30B District are:

Each lot must provide 35% pervious area and 50% of front yards and 40% of rear yards must be landscaped, and 20% of the landscaped area must be Florida Friendly as defined in the current Zoning Code.

**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.

**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.

**Applicant Package:** A 14-page application package was submitted by the Applicant. A sealed Pool Plan was also submitted by the pool company which was prepared by a professional engineer. The proposed pool, spa and deck occupy a portion of the front yard setback area and some of the secondary corner. A ten-foot green area surrounds the pool deck. An existing hedge is located on the property line and the pool plan indicates a chain-link fence may be also occupying the property line. A current survey was not included in the package although the pool plan has sufficient information to analyze the characteristics of the proposed pool and deck.

**Staff Recommendation:** The proposed garage conversion and front yard driveway hardscape modifications can be approved subject to the following conditions:

Provide 50% landscape area in the front yard with 20% of the landscape area Florida Friendly per the Code.
Remove concrete pads and stones from the public right of way except for access to the parking spaces.

Provide calculations and worksheets on the landscape area and locations of Florida Friendly species.

The following individuals spoke on the item:

Adam Schucher the owner and applicant spoke on the item.

Richard Ramirez, representing the owner spoke on the item.

Chair Frankel stated she has no issue with the pack way as long as they are meeting all the requirements on landscaping and the right of way.

Vice Chair Sanchez spoke regarding the three (3) requests on this application and the windows being replaced. He spoke regarding the curb cuts being requested and the parking spaces.

Town Planner Keller stated they did include hurricane windows and new air conditioner. He stated that they are to have two parking spaces and addressed the questions from the Board.

Adam Schucher, applicant addressed the questions from the Board regarding the parking spaces.

Discussion took place among the Board and Mr. Schucher regarding the specifics of the application, greenspace and the other requirements.

A motion was made by Board Member Landsman to approve the application with staff recommendations stated by Town Planner, seconded by Board Member Bravo. The motion carried with a 5-0 vote.

C. 411 88th Street – Swimming Pool

Background: This application is a request for a front yard pool, spa and deck. The parcel is located in the H30B Zoning District on a corner lot fronting on Abbott Avenue with a secondary side corner on 88th Street. An overhead aerial view from the Miami-Dade County Property Appraiser is provided on the following page with two Google Street View photos on page 3. In addition to this Memorandum, a package of photos, pool plan and elevation survey was submitted by the Applicant.

Governing Codes: The Zoning in Progress requirements for a front yard pool are detailed in the following Zoning Code sections:
**Current Municode: 90-54.2** – Accessory swimming pools and decks may occupy a primary (front) and secondary (corner) subject to providing a ten-foot setback.

**Current Municode: 90-54.8** – All accessory swimming pools and fences located in the front yard setback shall be subject to review by the Planning and Zoning Board.

**Current Municode: 90-56.2 & 3** – Allows fence or ornamental walls in the front yard or primary corner yard if granted design review approval by the Planning and Zoning Board. Further limits height for a lot wider than 50 feet a 4-foot height plus 1/2 foot for each 10 feet exceeding 50 feet.

**Zoning in Progress:** 50% of front yards must be landscaped and 20% of all landscape area must be Florida Friendly as defined by the Current Zoning Code.

**Applicant Package:** A 14-page application package was submitted by the Applicant. A sealed Pool Plan was also submitted by the pool company which was prepared by a professional engineer. The proposed pool, spa and deck occupy a portion of the front yard setback area and some of the secondary corner. A ten-foot green area surrounds the pool deck. An existing hedge is located on the property line and the pool plan indicates a chain-link fence may be also occupying the property line. A current survey was not included in the package although the pool plan has sufficient information to analyze the characteristics of the proposed pool and deck.

**Staff Recommendation:** The proposed front yard pool, spa and deck can be approved subject to the following conditions:

Provide calculations and worksheet verifying 50% of the front yard setback area is in landscaping on Abbott Avenue.

Adjust spa location and or reduce the size of the deck in order to comply with the 50 percent landscaping requirement for Abbott Avenue.

Provide calculations and worksheets on the size of the pool, spa and deck.

The chain-link fence is a prohibited fence in the front yard or secondary corner yard. Based on the front yard width (50 feet), a 4-foot-high fence can be approved.

Design approval of the Applicant’s proposal and conditions by the Planning and Zoning Board.

Sylvio Martini, applicant spoke on the item and presented his project.

Chair Frankel explained the requirements of the recommendations on the parking, pool and fencing.
Town Planner Keller explained the recommendations regarding the parking garage and the front yard setback as well as the landscaping requirements.

Board Member Landsman asked regarding the pool being in the front yard and the setback.

Further discussion took place among the Board Members, the applicant and Building Official Fernandez regarding the front setback, fence, pool and debris going into the storm drains.

Chair Frankel asked Building Official Fernandez to put together the information from the City of Miami Beach.

Board Member Mackenzie asked Town Planner Keller regarding the pool and the setbacks.

Further discussion took place among the Board and the applicant regarding the pool and the requirements set.

Board Member Landsman stated that his posture during these meetings is to make things happen.

A motion was made by Board Member Mackenzie to approve the application with the staff recommendations; modify the water feature to accommodate the 50%, seconded by Board Member Landsman. The motion carried with a 5-0 vote.

D. 1221 Biscaya Drive – New Fence

**Background:** This application is a request for a front yard fence, 16-foot driveway gate and pedestrian gate on Biscaya Drive. The parcel is located in the H30A Zoning District adjacent to the Biscaya Drive bridge. An overhead aerial view from the Miami-Dade County Property Appraiser is provided on the following page with two Google Street View captures on page 3. In addition to this Memorandum, an Agenda Packet was submitted by the Applicant.

**Governing Codes:** The Zoning in Progress requirements for a front yard fence are detailed in the following Zoning Code sections:

**2006 Code: Sec 90-163** – An ornamental fence, wall or hedge, not more than 5 feet in height may project into any side or rear yard. No fence, wall or ornamental fence shall be constructed in a front yard.

**Current Municode: 90-56.2 & 3** – Allows fence or ornamental walls in the front yard or primary corner yard if granted design review approval by the Planning and Zoning Board. Further limits height for a lot wider than 50 feet a 4-foot height plus 1/2 foot for each 10 feet exceeding 50 feet.
**Zoning in Progress:** 50% of front yards must be landscaped and 20% of all landscape area must be Florida Friendly as defined in the Current Zoning Code.

**Applicant Package:** A seven-page presentation package was prepared by Swedroe Architects and a separate current survey was also provided. The Applicant is requesting a 5-foot-high aluminum and or wood fence complying with the 50% opacity requirement. The most recent discussions with the architect indicate a 4 ½ foot high black aluminum fence with 16-foot motorized gate with a 3-foot-wide pedestrian gate is desired. The architect’s plan provides 605 square feet of landscape area in the front yard setback area.

**Staff Recommendation:** Recommend a 4 ½ foot black aluminum metal fence placed on the south property line of Biscayne Drive with a 16-foot-wide motorized driveway gate and a 3-foot-wide pedestrian gate be approved complying with the 50% opacity requirement.

The Applicant to provide 605 square feet of landscape area in the front yard setback area as depicted in the Applicant’s package.

The Planning and Zoning Board gives design approval of the Applicant’s proposal and conditions.

Board Member Mackenzie asked if they meet the 50% greenspace in the front yard.

Town Planner Keller addressed the comments made by Board Member Mackenzie and stated that they do meet the requirement of the set back.

Sebastian Guejman, applicant and owner of the house presented his project.

Laurie Swedroe, architect for the applicant introduced the project.

Board Member Bravo commented on the project and recommendations.

Board Member Mackenzie asked if he has to withdraw from this application would Mr. Henderson fill his spot because he worked with Laurie Swedroe’s father.

Town Attorney Recio stated that the only way he could step away is if he has an actual conflict of interest.

Board Member Henderson asked if the documents received today were disseminated to the public.

Town Planner Keller spoke regarding stated that what was submitted today is a cleaner look as to what they are requesting today and he believes they are just clearer to see.

Vice Chair Sanchez spoke regarding safety in the waterfront property and caution with the public street.
Board Member Mackenzie asked if this is just a flat gate that runs along the edge of the property.

Laurie Swedroe stated that the gate will be fixed on the east side.

Sebastian Guejman stated the opening and closure of the gate.

Board Member Mackenzie asked if the owner would be able to compromise on the gates and stated that the fabric of the town is not to have all these fences.

Chair Frankel stated that there are ways to gate the property without closing out the street in that manner.

Town Planner Keller addressed the comments made by Chair Frankel regarding the gates and setbacks.

Building Official Fernandez stated that this is the front and not the side and does not believe we have a flexibility because the code speaks for itself.

Chair Frankel spoke regarding the 2006 code and spoke regarding using leeway with side yards.

Discussion took place among the Board and the applicant regarding the greenspace, gate and recommendations by the Town Planner.

Town Attorney Recio stated that the 2006 code states that you cannot have a fence in the front yard but will be permitted beyond the front setback.

A motion was made by Board Member Landsman to approve the application with staff recommendations, seconded by Vice Chair Sanchez. The motion failed with a 2-3 vote with Chair Frankel, Board Member Mackenzie and Board Member Bravo voting in opposition.

Chair Frankel advised the applicant to get with Town Planner Keller to review the recommendations and changes to be made in order for the applicant to come back for review and approval.

E. 9388 Abbott Avenue – Approval of Two Small Gates

Background: This application is a request for a Planning and Zoning Board Design Approval of a front yard and corner side yard gates Abbott Avenue (front yard) and on adjacent to 94th Street (primary corner side). Both of the gates were installed without permits and the property has been issued violations from the Town’s Code Enforcement Division. A hearing date is scheduled for March 2021. The gates are not connected to a fence but are located on walks where the yard has a hedge on the border of the area and the house corner. The parcel is located in the H30B Zoning District. An overhead aerial view from the Miami-Dade County Property Appraiser is
provided on the following page with a Property Appraiser West View on page 3. In addition to this Memorandum, an Agenda Packet was submitted by the Applicant.

**Governing Codes**: The Zoning in Progress requirements for a front yard fence (or gate) are detailed in the following Zoning Code sections:

**2006 Code**: Sec 90-163 – An ornamental fence, wall or hedge, not more than 5 feet in height may project into any side or rear yard. No fence, wall or ornamental fence shall be constructed in a front yard.

**Current Municode**: 90-56.2 & 3 – Allows fence or ornamental walls in the front yard or primary corner yard if granted design review approval by the Planning and Zoning Board. Further limits height for a lot wider than 50 feet a 4-foot height plus 1/2 foot for each 10 feet exceeding 50 feet.

**Zoning in Progress**: 50% of front yards must be landscaped and 20% of all landscape area must be Florida Friendly as defined in the Current Zoning Code.

**Applicant Package**: A permit application was applied for on October 22, 2020. The application and three pages have been submitted for Planning and Zoning Board consideration. Originally, the Applicant submitted 2 partial copies of an outdated survey with locations of the gates. After review by planning staff, one of the survey copies was deleted since the gate locations did not align with the attached photos.

**Staff Recommendation**: The intersection configuration of the Abbott Avenue and 94th Street intersection has been modified to eliminate northbound and southbound traffic on Abbott Avenue south of 94th Street. A landscaped area closes Abbott Avenue at the front yard of this Applicant. While the submitted partial survey is outdated, it is still relevant for the front yard area and gate locations based on a review of the submitted photos and review of other aerial photos.

Recommend the application for Planning and Zoning Board design approval be granted based on the following conditions: Applicant to modify the existing gates to a height of 4 feet and locate the Abbott Avenue gate on the property line using a licensed contractor. Submit a sealed survey verifying the Abbott Avenue and 94th Street gate locations.

Rachel Slelatt, applicant spoke on her application/project and stated that this request is after the fact.

The following individual from the public spoke on the item:
Jeff Rose spoke in support of the applicant.

Vice Chair Sanchez reiterated the last speaker’s comments and stated this is a unique situation.
Board Member Henderson asked if there are three gates because he only sees two (2) gates.

Rachel Slelatt stated that they received a violation for two (2) gates and the third gate was there when they purchased the house and it was broken and had it repaired.

Board Member Bravo stated that they only have to discuss the gate on Abbott Avenue.

Town Planner Keller stated that he only saw two (2) gates but you can see the third gate on the southeast corner.

Chair Frankel stated that she cannot say yes to the one on Abbott Avenue.

Further discussion took place among the Board regarding the gate and its location.

A motion was made by Board Member Landsman to extend the meeting to 10:30 pm, seconded by Board Member Bravo. The motion carried with a 5-0 vote.

Rachel Slelatt, applicant stated that she fears if they eliminate the gate on Abbott Avenue it would not look aesthetically pleasing.

Further discussion took place among the Board and the applicant regarding the gates, its style and other methods of setting the gate back.

Board Member Mackenzie suggested for the applicant to compromise as to oppose to a straight denial.

Board Member Bravo commented on the gate and understands what the applicant is talking about.

A motion was made by Board Member Bravo to approve the application and for the applicant to comply with the height and opacity, seconded by Board Member Landsman. The motion carried with a 3-2 vote with Board Member Mackenzie and Chair Frankel voting in opposition.

F. 9466 Harding Avenue – Sign

Background: This application is a request to place a permanent wall sign. The parcel is located in the SDB40 Zoning District. In addition to this Memorandum, an Agenda Packet submitted by the Applicant is attached.

Governing Codes: The Zoning in Progress requirements for a permanent wall sign are detailed in the following Zoning Code sections:

2006 Code: 90-209(c)1 – Provides a wall sign of 1 square foot (SF) for each 1 foot of frontage. In the Business District for stores with less than 25 feet of frontage, a 25 SF sign is allowed. This store front has 25 feet of frontage.
2008 Code: 90.71.1 – Also allows a wall sign of 1 square foot (SF) for each 1 foot of
frontage. In the Business District for stores with less than 25 feet of frontage, a 25 SF
sign is allowed. This store front has 25 feet of frontage.

Current Municode: 90-73.a(3b(2) – The Code has further restrictions including
requiring a ¼ inch to 2 inch offset from the wall to allow rain water to drain and limits
illumination to white LEDs.

Staff Recommendation: The Applicant’s proposed sign is 20 SF with white
illumination. It is recommended the permanent wall sign be approved.

Mai (unintelligible) applicant appeared for any questions.

Board Member Bravo asked how bright is the sign and he asked Town Planner Keller
to please place the brightness of the signs in his staff reports.

Board Member Mackenzie also requested to place the number of kelvins as well on
the Town Planner’s staff reports.

Mai (unintelligible) applicant stated the kelvins are 143.

Isela Sosa, representing the applicant addressed the illumination questions.

A motion was made by Vice Chair Sanchez to approve the application with staff
recommendation, seconded by Board Member Landsman. The motion carried with a
5-0 vote.

G. 9507 Harding Avenue - Sign

Background: This application is a requesting approval for window signs, door sign and
the removal of the prior occupant’s wall sign. The parcel is located in the SD-B40
Zoning District. In addition to this Memorandum, an Agenda Packet submitted by the
Applicant is attached.

Governing Codes: The Zoning in Progress requirements for window and door signs
and removal of a wall sign are detailed in the following Zoning Code sections:

2006 Code: 90-209(c)6(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.

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
includes painted gold leaf, silver leaf, silk-screened, cut or polished metal, cut or
frosted vinyl and etched glass.

Current Municode: 90-72.a – The Code requires signs associated with the previous
owner or lessee shall be removed within 30 days of transfer of ownership or cessation
of the prior business activity. Any visible holes shall be painted and filled. Sign structure can remain in place provided no identifying features of the prior business are visible.

Staff Recommendation: The Applicant’s proposed window and door signs are not dimensioned in the application. Based on the more restrictive Code, it is recommended the signs 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. The existing wall sign can be removed provided it is done per the Current Municode Sec 90-72.a.

Tim Fraleigh, applicant spoke on the item.

A motion was made by Board Member Bravo to extend the meeting for 15 minutes, seconded by Vice Chair Sanchez. The motion carried with a 5-0 vote.

Board Member Mackenzie requested as a condition of approval that when they remove the sign to clean up the wall.

Town Planner Keller stated that is required by the code.

Vice Chair Sanchez stated that if you put the sign up it should be the responsibility of the person that put the sign up to take it down.

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

4. Next Meeting Date: February 25, 2021

Deputy Town Clerk Herbello advised the Board members that the next meeting is the special meeting scheduled for February 11, 2021 at 6:00 p.m. and then the meeting following that one would take place on February 25, 2021 at 6:00 p.m.

5. Local Planning Agency Item

A. Ordinance to Allow Pet Grooming as Accessory Use to Pet Supplies

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFside, FLORIDA AMENDING THE TOWN OF SURFside CODE OF ORDINANCES BY AMENDING SECTION 90-41, “REGULATED USES”, TO CHANGE THE LIST OF PERMITTED ACCESSORY USES TO ALLOW PET GROOMING AS ACCESSORY TO RETAIL PET SUPPLIES IN THE SD-B40 ZONING DISTRICT AND PROVIDING FOR RELATED REGULATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE
CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Recio read the title into the record, introduced the item and gave an explanation of the ordinance.

Board Member Henderson commented that Commissioner Velasquez had stated that there was a change to the ordinance from 800 feet to 1,200 feet.

Town Attorney Recio confirmed that it is a separation of 1,200 feet.

Board Member Henderson stated that he thought the condition would have to be conjoined with the veterinarian.

Town Attorney Recio stated that it has to be joined with a pet supply store.

Board Member Landsman asked regarding opening a business for baking supplies for pets.

Town Attorney Recio confirmed that there will be a business that sells baking supplies for pets.

Vice Chair Sanchez asked if with the 1,200-foot separation will there be an extra spot for another similar business.

Town Attorney Recio addressed the comments made by Vice Chair Sanchez.

A motion was made by Board Member Bravo to recommend the Town Commission to approve the Ordinance, seconded by Board Member Landsman. The motion carried with a 5-0 vote.

6. Discussion Items:

A. Future Agenda Items – Extra Meeting in February

Chair Frankel advised the Board regarding the two zoning workshops and for them to review the zoning codes prior to the workshop. She advised of the special February meeting.

Board Member Henderson wanted to thank the Mayor and Town Attorney for adding the Board’s comments/suggestions into the code rewrite. He also asked Town Planner Keller how many applications are outstanding for permitting.

Town Planner Keller stated he does not have an exact amount and there are applications constantly coming in and there are some coming in for site plan amendments. He stated he probably has approximately 15-25 projects in the backlog.
7. **Adjournment:**

A motion was made by Board Member Landsman to adjourn the meeting without objection at 10:44 p.m. The motion received a second from Board Member Bravo. The motion carried with a 5-0 vote.

Respectfully submitted,

Accepted this _____ day of ____________________, 2021.

____________________
Judith Frankel, Chair

Attest:

_____________________
Sandra McCready, MMC
Town Clerk
Call to Order/Roll Call

Chair Frankel called the meeting to order at 6:02 p.m.

Present: Chair Judith Frankel, Board Member Fred Landsman (arrived at 6:05 pm), Board Member James MacKenzie, Board Member Ruben Bravo, Board and Vice Chair Oliver Sanchez; Alternate Board Member Horace Henderson (arrived at 6:11 pm and left the meeting at 6:11 pm)

Also, Present: Mayor Charles Burkett, Town Planner Walter Keller, Town Attorney Tony Recio and Town Manager Andrew Hyatt and Building Official Ulises Fernandez.

2. Town Commission Liaison Report – Mayor Charles Burkett

Mayor Burkett advised the board of their next zoning workshop on February 18, 2021 and stated that they will be able to get through the component.

Chair Frankel asked what timeline he sees will be taking place.

Mayor Burkett stated that they will be working as fast as they can and take care of the issues and narrow them.

Town Attorney Recio presented the quasi-judicial statement into the record.

Deputy Town clerk Herbello confirmed advertisement requirements.

Deputy Town Clerk Herbello swore in the public and applicants that will be speaking on the items.

Town Attorney Recio polled the Board Members.

The following Board Members stated that they did not have any communication with any of the applicants: Chair Frankel, Vice Chair Sanchez, Board Member Landsman and Board Member Bravo.
Board Member Mackenzie stated he was contacted by the architect and the applicant for 1221 Biscaya requesting a rehearing due to his application being previously denied.

3. **Applications:**

   A. **9133 and 9149 Collins Avenue – Amendment to Site Plan**

      Town Planner Keller presented the item.

      **Background:** This application is a request for a Site Plan Amendment to the approved development plans of the property commonly known as the Seaway Villas and Surf Club Apartments. This project is an aggregation of the two properties totaling 2.16 acres. The Surf Club Apartments 30 units will be demolished and the Seaway Villas with 28 units will be partially protected, renovated and major portions demolished. The Miami Dade Historic Preservation Board recommended approval of the redevelopment plan due to the restoration of the villas and landscaped courtyard which are an important feature of the site. The approved redeveloped site and 12 story structure includes 48 condo units and 31 hotel units. The partially protected and restored Seaway Villas will include 2 units and 1,100 square feet of restaurant and lounge. A total of 127 parking spaces were proposed in an underground garage using parking lifts.

      A new architect of record has been engaged and a request for Site Plan Amendment presented. Proposed changes to the Site Plan include:

      - A Density Reduction from 48 units and 29 hotel rooms to 31 units and 26 hotel rooms
      - Expansion of the underground parking garage from 36,250 SF to 58,242 SF
      - Balcony revisions to remove notches in the balcony design on the north and south levels
      - Balcony revisions on the 11th floor level to be consistent with the lower floors
      - The addition of decorative stone louvers and balconies on the 2nd and 3rd levels.

      The proposed amendments in the density retain the general massing of the building. The expansion of the underground garage to approach the property limits is to reduce the number of parking spaces provided by lifts to allow for self-parking. The basis for the removal of the notches and other architectural revisions will be provided by the Applicant.

      A series of architectural renderings indicate where the specific changes are proposed.

      - Figure 1 – Comparison of Parking Garage – See Page 2
      - Figure 2 – Comparison of Typical Floor – See Page 3
      - Figure 3 – Comparison of 11th Floor – See Page 4
      - Figure 4 – Comparison of West Elevation – See Page 5
Figure 1 illustrates the proposed changes to the parking garage (basement). The approved plan is depicted on the left and the proposed amendment is on the right. The parking garage size increases from 36,250 SF to 58,242 SF.

Figure 2 compares a typical floor. The approved plan is depicted on the left and the proposed amendment is on the right. The notches on the north and south portions of the building are removed in the proposed amendment. The notch on the east side of the building is retained.

Figure 3 provides a comparison of the 11th floor. The approved plan is depicted on the left and the proposed amendment is on the right. The notches on the north and south portions of the building are removed and revision in the balcony floor and ceiling are noted.

Figure 4 depicts the west elevation of the building with the 3:1 setback line for heights above 30 feet. The approved plan is depicted on the left and the proposed amendment is on the right.

The Applicant is proposing special construction techniques to protect the historic portions of the Seaway Villas. The Applicant should provide information on the proposed method.

The Design Review Group (DRG) met on Tuesday to discuss and review the proposed site plan amendments. The DRG was satisfied the impacts of the proposed site plan amendments reduce the impacts to public services and do not negatively impact the Town. A copy of the minutes of the DRG meeting is attached.

**Staff Recommendation:** Approve the proposed amendments to the approved plan of the Seaway Condo Acquisition LLC subject to complying with the 3:1 setback requirement above 30 feet in height and restoration improvements of the Seaway Villas and landscape courtyard consistent with the Miami Dade Historic Preservation Board’s approval.

Alternate Board Member Henderson declared a conflict of interest on this item and recused himself at 6:11 p.m.

John Shubin, Esquire representing the applicant spoke regarding the project.

Ian DeMello, Esquire representing the applicant spoke regarding the project and provided a PowerPoint presentation.

Bill Thompson, developer for the applicant spoke regarding the application and project, as well as density reduction, the addition to the tower and the structural skeleton of the building.

Kurt Danwulf, architect representing the applicant spoke regarding the architectural improvement of the project and the privacy issue on the units. He also spoke regarding the balcony extension as well as it pertains to the code.
Discussion took place regarding the garage plan originally called for the use of parking lifts with all parking being through valet only. The expansion of the garage will allow for owners self-parking. The lifts allow for cars to be stacked vertically. The developer assured the Board that they are capable of constructing this expanded garage without damage to the historic structure to the north.

Town Attorney Recio clarified what is being done and it is not only a design review standard but it was a site plan application and what is before the Board tonight is an amendment to the site plan application which they are restricted by Section 92 and read the restrictions into the record.

Chair Frankel asked Town Planner Keller if he agrees with the applicant.

Town Planner addressed the setbacks, the side setbacks, the encroachments and there might need more work to be done but cannot say that there is an encroachment at this time.

Board Member Mackenzie asked Town Planner Keller if Florida Ratio is an issue and if the mass approved maxed out the ratio of the site.

Town Planner Keller stated that the massing of the approved building and this building is similar.

Board Member MacKenzie asked Town Planner Keller to go to page 3 of his report and spoke regarding the exhibit and adding FAR.

Town Planner Keller stated that he did not read anything on FAR and did not research on FAR and could not find it on this documentation.

Further discussion took place among the Board and Town Planner Keller regarding FAR, floor increases and historic preservation.

Board Member Bravo asked regarding if the balcony extended beyond the setback and would like to hear from Town Planner Keller. He asked regarding sustainability, LEED component and what LEED system they are pursuing and which grade and how this portion is developed for this project.

Town Planner Keller stated that there were LEED requirements on the project that the developer needs to address.

Board Member Bravo asked if a stormwater prevention plan is submitted with the application or do they have to wait for that information.

Town Planner Keller stated that they have provisions and they put in deep wells and the water then gets drained. They have 2 or 3 major well points in this building.
Vice Chair Sanchez commented on the prior approval process of this application and believed that the Town found themselves in a mess with the sand that was removed and who can answer the question of what they are doing with the sand.

Bill Thompson, architect for the applicant stated that they are doing soil mixing and bringing some clean sand in and they have an agreement with Miami Beach to bring the sand back and confirmed that the sand is not contaminated.

Further discussion took place among the Board Members and the applicant regarding the placement of the sand, underground parking and will the additional area be under the historic buildings that will have to be preserved.

Board Member Landsman asked what the time estimate from start to finish would be for this project.

Bill Thompson, architect for the applicant addressed the comment made and stated it would take approximately 2 ½ years from start to finish.

Board Member MacKenzie spoke regarding the lack of the setback.

Chair Frankel requested deferment and to have Town Planner Keller research that item.

Town Attorney Recio stated that the Board could make a recommendation to pull back the balcony.

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

Building Official Fernandez spoke regarding the water pollution and sand issue and stated that it is up to Miami Dade County.

The following individuals from the public spoke:
George Kousoulas
Jeff Rose

B. 9165 Abbott Avenue – Garage Conversion and Addition

Town Planner Keller introduced the item and stated that the garage is being modified and some portion will be used for storage.

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)

**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

Juan David, architect for the project stated that they complied with the requirements as requested from the previous meeting.

The following members of the public spoke:
George Kousoulas

Board Member Bravo asked if they still have to comply with the two-car space.

Town Planner Keller stated that they do have to comply and will still leave the garage door to use for storage.
Chair Frankel stated that they do have two parking spots in the front.

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

C. 9573 Harding Avenue – Wall Sign

Town Planner Keller presented the item.

**Background:** This application is a request to place a permanent wall sign. Signs are also proposed for the windows and door. The parcel is located in the SD-B40 Zoning District. In addition to this Memorandum, an Agenda Packet submitted by the Applicant is attached.

**Governing Codes:** The Zoning in Progress requirements for a permanent wall sign and window/door signs are detailed in the following Zoning Code sections:

**2006 Code:** 90-209(c)1 – Provides a wall sign of 1 square foot (SF) for each 1 foot of frontage. In the Business District for stores with less than 25 feet of frontage, a 25 SF sign is allowed. This store front has 14 feet of frontage.

**2008 Code:** 90.71.1 – Also allows a wall sign of 1 square foot (SF) for each 1 foot of frontage. In the Business District for stores with less than 25 feet of frontage, a 25 SF sign is allowed. This store front has 14 feet of frontage.

**Current Municode:** 90-73.a(3b)(2) – The Code has further restrictions including requiring a ¼ inch to 2 inch offset from the wall to allow rain water to drain and limits illumination to white LEDs.

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

**Staff Recommendation:** Recommend approval of the window and door signs. The Applicant’s proposed wall sign is 21.3 SF. The illumination of the sign is not specified. It is recommended the permanent wall sign also be approved subject to the following condition:

- The sign shall be illuminated with white LEDs per the Code.

Chair Frankel asked if they met the illumination requirement.

Town Planner Keller could not find what they found regarding the illumination.
Chair Frankel asked if there is a backlit or do they have to have it shine on the back.

Further discussion took place regarding the illumination and how many candles or lumens.

Board Member Bravo stated that they have to comply with hurricane compliance.

Board Member Mackenzie is afraid that it will destroy the wall with the ripple effect of the sign.

Chair Frankel spoke regarding the black letter sign and they need information regarding the illumination.

Vice Chair Sanchez asked if the signs have to be illuminated.

Town Planner Keller stated that he does not know if they have to be illuminated and knows that the code requires white LED illuminated signs.

Board Member Mackenzie stated that they need Town Planner Keller to relate information to the applicant to have the proper information needed and would encourage the black awning to be removed.

Chair Frankel stated that they do not have purview over the awning at this time.

Further discussion took place regarding the awning and the vinyl on the glass.

A motion was made by Board Member Bravo to reject the application.

Board Member Bravo withdrew his motion.

A motion was made by Board Member Landsman to defer the item to the February 25, 2021 meeting in order for the applicant to have all requirements met. The motion died for lack of a second.

A motion was made by Board Member Landsman to defer this item indefinitely, seconded by Vice Chair Sanchez. The motion carried with a 4-1 vote with Board Member Bravo voting in opposition.

Board Member Mackenzie stated that applications should not be coming before them if they are not completely ready and they need to tighten up the ship if not then do not have a Planning and Zoning Board. He stated that their questions are not being addressed or answered and that is the obligation of the Town Planner.

Chair Frankel addressed the comments made by Board Member Mackenzie.

Town Planner Keller stated that he reviewed the original approval from the Town and the FAR.
The following members from the public spoke:
George Kousoulas
Jeff Rose

Town Attorney Recio commented on the qualification of the Board Members regarding the 2006 code and the reviews. He urged the Board for patience since they are applying two (2) codes, ZIP and working on a new code.

Board Member Bravo stated why he decided to be part of the board.

Chair Frankel asked Town Manager Hyatt regarding the sand issue and stated that it is a big issue and can they get the County and DEP involved and hopes that is on his radar moving forward.

4. Reconsideration of 1221 Biscaya Drive Motion by Board Member James Mackenzie

Town Planner Keller introduced the item.

**Background:** This application is a request for a front yard fence, 16-foot driveway gate and pedestrian gate on Biscaya Drive. The parcel is located in the H30A Zoning District adjacent to the Biscaya Drive bridge. An overhead aerial view from the Miami-Dade County Property Appraiser is provided on the following page with two Google Street View captures on page 3. In addition to this Memorandum, an Agenda Packet was submitted by the Applicant.

**Governing Codes:** The Zoning in Progress requirements for a front yard fence are detailed in the following Zoning Code sections:

**2006 Code: Sec 90-163** – An ornamental fence, wall or hedge, not more than 5 feet in height may project into any side or rear yard. No fence, wall or ornamental fence shall be constructed in a front yard.

**Current Municode: 90-56.2 & 3** – Allows fence or ornamental walls in the front yard or primary corner yard if granted design review approval by the Planning and Zoning Board. Further limits height for a lot wider than 50 feet a 4-foot height plus 1/2 foot for each 10 feet exceeding 50 feet.

**Zoning in Progress:** 50% of front yards must be landscaped and 20% of all landscape area must be Florida Friendly as defined in the Current Zoning Code.

**Applicant Package:** A seven-page presentation package was prepared by Swedroe Architects and a separate current survey was also provided. The Applicant is requesting a 5-foot-high aluminum and or wood fence complying with the 50% opacity requirement. The most recent discussions with the architect indicate a 4 ½ foot high black aluminum fence with 16-foot motorized gate with a 3-foot-wide pedestrian gate is
desired. The architect’s plan provides 605 square feet of landscape area in the front yard setback area.

**Staff Recommendation:** Recommend a 4 ½ foot black aluminum metal fence placed on the south property line of Biscayne Drive with a 16-foot-wide motorized driveway gate and a 3-foot-wide pedestrian gate be approved complying with the 50% opacity requirement.

The Applicant to provide 605 square feet of landscape area in the front yard setback area as depicted in the Applicant’s package.

The Planning and Zoning Board gives design approval of the Applicant’s proposal and conditions.

Board Member Mackenzie stated that at the last meeting they rejected the application and was contacted by the owner in the interest of negotiating with the Board and stated the process of reconsideration.

A motion was made by Board Member Mackenzie to move forward with reconsideration, seconded Board Member Landsman. The motion failed with a 3-2 vote with Board Member Bravo, Vice Chair Sanchez and Chair Frankel voting in opposition.

Sebastian Guejmans, applicant spoke and clarified the misunderstandings on the application and why they contacted Board Member Mackenzie.

Chair Frankel explained to the applicant that they need new plans, they have to reapply with the new plans and it did not make sense to reopen with the existing plans. She advised the applicant that they also have to submit a new application with the new plans in the future.

Laurie Swedroe, architect for the applicant stated that the applicant will take the recommendations and they will reapply with a new application.

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

Chair Frankel stated they need a planning and zoning meeting strictly for design review guidelines and prefers pools not to be at the front.

5. **Next Meeting Date: February 25, 2021**

Consensus was reached to have the next meeting on February 25, 2021.

6. **Discussion Items:**

   A. **Future Agenda Items**
Board Member Bravo thanked Town Attorney Recio for addressing their concerns, as well as the green initiatives and solar panels are not being addressed.

Chair Frankel commented on requirements on LEED certification and LEED equivalencies in the code.

Board Member Bravo requested to look at what the City of Miami does and LEED certification takes priority over other projects.

Town Attorney Recio addressed the design guideline standards.

Board Member Landsman commented on the meeting last Thursday on the workshop and wanted to make a comment to relay a message to the Commission. He wanted to convey that it is very distressful politics at action among the commissioners and offer up suggestions, ideas, interactions and more often for it not to evolve into political pointing fingers. He suggested that in a public meeting and workshop to do some work and not forget what they did 6 months ago.

Vice Chair Sanchez would like more sprucing up with the design review group.

Town Attorney Recio stated that they can schedule an item addressing their comments and send to the Commission.

Chair Frankel encouraged for all the Board Members to take time to go through the zoning code, mark it up and make their comments and possibly Town Planner Keller to look at other municipalities which might be useful. She would like to have Town Planner Keller to give his opinion.

Town Planner Keller stated that one thing that might be helpful is to take it bit by bit and the changes to be made possibly by a separate ordinance as well as zoning guidelines making them via ordinances.

Chair Frankel asked that whatever is specific on the code can be added in the agenda for March.

Chair Frankel encouraged for all the Board Members to take time to go through the zoning code, mark it up and make their comments and possibly Town Planner Keller to look at other municipalities which might be useful. She would like to have Town Planner Keller to give his opinion.

Town Planner Keller stated that one thing that might be helpful is to take it bit by bit and the changes to be made possibly by a separate ordinance as well as zoning guidelines making them via ordinances.

Chair Frankel asked that whatever is specific on the code can be added in the agenda for March.

Vice Chair Sanchez spoke regarding the guidelines and a little professional help from CGA could assist.

Board Member Landsman spoke regarding the backlog and to have as many completed and evaluated and for those applicants that have their applications complete for those to have priority. He is fine with having two (2) meetings a month until they catch up.
7. **Adjournment:**

A motion was made by Board Member Landsman to adjourn the meeting without objection at 8:56 p.m. The motion received a second from Board Member Bravo. 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: February 15, 2021
RE: 8851 Harding Avenue – 18 Multifamily Units

Background: This application is a request to construct a new 2-story multifamily building with 18 dwelling units and 32 underground parking spaces. The parcel is located in the H30C Zoning District at 8851 Harding Avenue and at 8873 Harding Avenue. The south parcel is 100 feet by 115 feet totaling 11,500 square feet (SF) with six apartment units. The north parcel is 50 feet by 115 feet totaling 6,325 SF with a single-family residence. The aggregation of the two parcels totals 17,825 SF which is 0.409 acres. The two lots are located in the moderate high density residential land use with a maximum density of 79 dwelling units per acre. The parcel size and density provide for 32 dwelling units which are reduced by 15% due to the aggregation of the two lots. The 15% reduction results in 27 potential dwelling units. The application is for 18 dwelling units which is a net increase of 11 units. An overhead view of the lot from the Miami Dade County Property Appraiser is provided on the following page. The photo illustrates the two lots with the southern lot highlighted with the red marker.

The development plan provides for eight one-bedroom units and 10 two-bedroom units. The site plan complies with the required setbacks of 20 feet on the front yard where 20 foot 1 inch is provided, 15 feet six inches on the interior sides where 15 feet six inches is provided and 10 feet on the rear lot where 10 feet one inch is provided. Maximum lot coverage is 14, 260 SF (80% of the lot total) where 9,890 SF is provided. Minimum pervious area/landscaping is 20% of the lot which 3.565 SF where 20.2% is provided. A mixture of terraces and balconies are provided for each unit.

The Applicant’s package includes 3 drawing sheets with color renderings of the building, the two lot surveys, an area plan with zoning characteristics, the proposed site plan, landscape legend, utility plan, underground parking plan with loading zone, floor plans (3), drainage plan (2) and landscape plan (5).

Prior staff reviews found the application complied with Town Zoning requirements except for one issue. The project requires a loading zone and the Florida Department of Transportation only approved one curb cut. The proposed remedy places the loading zone in the aisle of the underground parking garage which limits the service vehicles to a smaller size. This revision requires a variance.

Staff Recommendation: Additional information is being assembled for this application and may be available for the Planning and Zoning Board prior to the February 25th meeting. Due to the complexity of the request, this item may be continued to the March 25th meeting for further discussion.
A complete submittal includes all items on the "Multifamily and Non-Residential Site-Plan Application Submission Checklist" document as well as completing this application in full. The owner and agent must sign the application with the appropriate supplemental documentation attached. Please print legibly in ink or type on this application form.

### PROJECT INFORMATION

<table>
<thead>
<tr>
<th><strong>OWNER’S NAME</strong></th>
<th>8851 Harding Ave LLC.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHONE / FAX</strong></td>
<td>5491164256107</td>
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<tr>
<td><strong>AGENT’S NAME</strong></td>
<td>Hugo Frascarolli</td>
</tr>
<tr>
<td><strong>ADDRESS</strong></td>
<td>8851 Harding Ave. Surfside Fl 33154</td>
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<tr>
<td><strong>PHONE / FAX</strong></td>
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<tr>
<td><strong>PROPERTY ADDRESS</strong></td>
<td>8851 Harding Ave. Surfside Fl 33154</td>
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<tr>
<td><strong>ZONING CATEGORY</strong></td>
<td>Multifamily</td>
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<tr>
<td><strong>DESCRIPTION OF PROPOSED WORK</strong></td>
<td>New 2 Story Multifamily Building with 19,792 square feet. Including 18 Units and 32 underground parking spaces</td>
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### INTERNAL USE ONLY

<table>
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<tr>
<th><strong>Date Submitted</strong></th>
<th>Project Number</th>
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<td><strong>Report Completed</strong></td>
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### ZONING STANDARDS

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July 24, 2020

Town of Surfside – Multi-Family and Non-Residential Site Plan Application
TOWN OF SURFSIDE
MULTI-FAMILY AND NON-RESIDENTIAL SITE-PLAN APPLICATION
PLANNING AND ZONING BOARD Rules and Procedures (June 2002)

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

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

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

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

Juan C David 07.24.20
NAME OF REPRESENTATIVE DATE
TOWN OF SURFSIDE
SUBMISSION CHECKLIST
MULTI-FAMILY AND NON-RESIDENTIAL SITE-PLAN APPLICATION

Project Name: Surfside Apts  Project Number: 

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

FOR THE FOLLOWING PLEASE PROVIDE:
- Two (2) full sized sets (24” x 36” sheets) of complete design development drawings signed and sealed
- One (1) CD, with site plan in PDF format, or other common windows based format.
- Provided prior to Design Review Board Meeting - Fifteen (15) reduced sized sets (11” x 17” sheets) of the complete design development drawings

- Site Plan (Minimum scale of 1” = 20’).
  Please show / provide the following:
  - A legal description, including the section, township, and range or subdivision lot and block.
  - Site boundaries clearly identified, and ties-to-section corners
  - Proposed uses
  - Location and height of all structures and total floor area with dimensions to lot lines, and designations of use
  - Building separations
  - Vehicular circulation system for cars, bicycles, and other required vehicle types, with indication of connection to public rights-of-way
  - Location of all parking and loading areas
  - All adjacent rights-of-way, with indication of ultimate right-of-way line, center line, width, paving width, existing median cuts and intersections, street light poles, and other utility facilities and easements
  - Location of all cross streets and driveways within three hundred fifty (350) feet of property limits
  - Pedestrian circulation system
  - Provider of water and wastewater facilities
  - Existing and proposed fire hydrant location
  - The following computations:
    - Gross acreage
    - Net acreage

Cont.
- Gross acreage covered by the property excluding road easements and rights-of-way, if any
- Number of dwelling units and density for residential uses only
- Square footage of ground covered by buildings or structures and designation of use.
- Required number of parking spaces
- Number of parking spaces provided
- Pervious, impervious and paved surface, in square footage and percentage
- Site Plan location sketch, including section, township, and range, showing adjacent property owners
- Geometry of all paved areas including centerlines, dimensions, radii, and elevations
- Location of trash and garbage disposal system and provisions for accessibility to garbage trucks
- Loading areas and provisions for accessibility to vehicles of the required type
- Areas for emergency vehicles and fire engines, and provisions for accessibility to vehicles of the required type
- Number of sets required shall be determined by Town Staff.
- Other such information as required by the Town.

- Survey. A survey less than one (1) year old (including owner's affidavit that no changes have occurred since the date of the survey). The survey shall be prepared by a Florida registered land surveyor, certified as to meeting the requirements of the applicable Section of the Florida Administrative Code, reflecting existing natural features, such as topography, vegetation, existing paving, existing structures, and water bodies

- Landscape Plan and Irrigation Plan
  Please show / provide the following:
  - landscape calculations (required and provided)
  - existing tree survey with indication of existing native vegetation that will be preserved
  - proposed and existing landscaping

- Lighting Plan
  Please show / provide the following:
  - photometric measurements
  - Lighting details and spillage onto adjacent properties and rights-of-way

- Sign Plan for all signs which will be on site
  Please show / provide the following:
  - Show dimensioned locations and mounting details of signs on building elevations and locations of signs on site plan
  - Note colors, materials, lighting and dimensions
  - Show dimensions and square footages (proposed and existing)
  - Identify materials and colors – background, trim/border, and copy
  - Show fonts and graphics

- Pavement markings and traffic signing plan

- Schematic water and sewer plan
  Please show / provide the following:
  - Location and size of all mains and lift stations
Paving and drainage plans
Please show / provide the following:
- location of all drainage features and retention areas, if any

Architectural Elevations (Minimum scale of 1/8" = 1')
Please show / provide the following:
- Separate elevations of all sides of existing and proposed buildings with all dimensions, including height
- Label exterior materials, color, texture and trim, roof material, Roof color and pitch, windows, doors, screens, skylights and all exposed mechanical equipment and screening
- Provide color elevations, showing all material finishes, textures and landscaping for all elevations of the proposed building(s) and structure(s), which should include at a minimum:
  - All exterior materials, colors and finishes, keyed to samples provided
  - Roof slopes and materials including specifications and color
  - Detail of doors, windows, garage doors
  - Dimensions of structure(s) - height, width, and length
  - Deck, railing, stairs details including materials, colors, finishes, and decorative details
  - Exposed foundation treatment
  - Gutters and eaves

- Provide samples of colors and/or materials mounted on a display board (to be provided prior to Design Review Board Meeting)

Such additional data, maps, plans, or statements as the Town may require to fully describe and evaluate the particular proposed plan
August 24, 2020

Town of Surfside
Planning & Zoning Dept
9293 Harding Ave

Attn: Zoning Director Mr. James Hickey

Re: Harding Apartments – Process #08-1763.18
8851 Harding Avenue
Surfside, FL 33141

Dear Mr. Hickey,

Please find attached full submittal for the above Project, according to DRC regulations and City of Surfside requirements.

As you may be aware the Project Variance was denied by Commissioner’s meeting of January 31, 2019 for a reduced size loading space. Since this disapproval we had no choice but to reduce the size of the Building to less than 20,000 SF and therefore with no requirement for a loading space. With this new approach we just had to reduce some 4,500 SF what eliminated the Mezzanine level and only slightly reduced the footprint of the Building and the areas of the apartments.

Because of the many hurdles we had to endure; mainly being notified by Zoning Director Ms. Sarah Sinatra after almost 2 years that we couldn’t build a 3 story building –as it was designed and submitted to P&Z many times in the course of those 2 years-, being this regulation in the City Charter and not in the Municode was the reason because we missed it. So, it took us 2 more years to change and modify the entire building to only 2 stories, and the City realizing their responsibility on this mishap allowing us to go on with a 3 story building for these 2 years’ is that they allowed a Mezzanine to be implemented.

Because we had many issues approving Landscape and Civil (drainage), is that we decided to modify only the building footprint and mainly the 4,500 SF of the mezzanine and very little on the building; by doing this we kept the same Green Area, Landscaping and Irrigation as it was approved back in 2018.

Cont'/...
DRC Submittal
August 24, 2020
Pg# 2

As you may know this building was approved unanimously 8-0 back in 2018 by the DRC Board under Process #08-1763.18 then to be denied by Commissioner’s Board in Jan 31, 2019.

We have kept the number of apartments at 18 without Mezzanines, and slightly reduced their areas to be under 20,000 SF and by doing so be able to avoid the Loading Space as addressed herein in the attached Plans.

The attachments to this submittal are as follows:

1.- Cover Letter.

2.- Full Set of:
   a) Architectural
   b) Landscaping & Irrigation –With no change.
   c) Drainage Plans & Calcs. –With no change.

I thank you in advance for your considerations and please let me know when we are scheduled for DRC meeting.

Very much appreciated.

Sincerely

Juan C. David R.A.
LEED A.P.
A.R.# 15344

Tel# (786) 443-6750

Cc File
Hugo Frascaroli
Claudio Baltuliones
8851 Harding, Llc.
SURFSIDE
APARTMENTS

8851 HARDING AVENUE
SURFSIDE,
FLORIDA 33154
EAST REAR VIEWS

SOUTH SIDE VIEW

NORTH SIDE VIEWS

EAST REAR VIEWS
PROPERTY ADDRESS:
8851 HARDSING Avenue,
Surfside, FL 33154
(FOLIO No. 14 - 2235 - 005 - 0310)

DESCRIPTION
The South 5.00 feet of Lot 2, all of Lots 3, 4 & 5, Block 3, of "SECOND AMENDED PLAT OF NORMANDY BEACH" according to the Plat thereof as recorded in Part Book 10, Page 44 of the Public Records of Miami-Dade County, Florida.

There may be legal restrictions on the subject property that are not shown on the Map of Survey that may be found in the Public Records of Miami-Dade County, or the records of any other public and private entities as their jurisdictions may appear.

The Map of Survey is intended to be displayed at the stated graphic scale in English units of measurement. Attention is brought to the fact that said drawing may be altered in scale by the reproduction process.

This Survey was conducted for the purpose of a BOUNDARY SURVEY only and is not intended to delineate the regulatory jurisdiction of any Federal, state, regional or local agency board, commission or other entity.

Legal description was furnished by the client.

The elevations of well-identified features, as depicted on this survey and map, were measured to an estimated vertical positional accuracy of 1/10 foot for natural ground surfaces and 1/100 foot for hard-scape surfaces, including pavements, curbs and other man-made features as may exist.

Well-identified features as depicted on this survey and map were measured to an estimated horizontal positional accuracy of 1/10 foot unless otherwise shown.

Legal description subject to any dedications, limitations, restrictions, reservations or recorded easements.

Sketch of Survey cannot be used for construction purposes. Surveyor not responsible for third party alterations.

LIST OF POSSIBLE ENCUMBRANCE: M/A

SURVEYOR'S CERTIFICATION:
I hereby certify: That this "BOUNDARY SURVEY" and the Map of Survey resulting there from was performed to the best of my knowledge and belief and further, that said "BOUNDARY SURVEY" meets the intent of the "Minimum Technical Standards for Land Surveying in the State of Florida", pursuant to Rule 527.04, Florida Administrative Code and its implementing Rule Chapter 472.027 of the Florida Statutes.

SURVEYOR:
Land Surveyors & Mapper
565 Coral Way, Miami, FL 33139
Telephone 786-350-184

CERTIFY TO:

LOCATIONS OF SURVEY ABBREVIATIONS

AERIAL MAP (NOT TO SCALE)
LOCATION MAP (NOT TO SCALE)
EASEMENT
PROPERTY ADDRESS:
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Surfside, FL 33154
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Telephone 786-350-184

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LIST OF POSSIBLE ENCUMBRANCE: M/A

SURVEYOR'S CERTIFICATION:
I hereby certify: That this "BOUNDARY SURVEY" and the Map of Survey resulting there from was performed to the best of my knowledge and belief and further, that said "BOUNDARY SURVEY" meets the intent of the "Minimum Technical Standards for Land Surveying in the State of Florida", pursuant to Rule 527.04, Florida Administrative Code and its implementing Rule Chapter 472.027 of the Florida Statutes.

SURVEYOR:
Land Surveyors & Mapper
565 Coral Way, Miami, FL 33139
Telephone 786-350-184

CERTIFY TO:

LOCATIONS OF SURVEY ABBREVIATIONS

AERIAL MAP (NOT TO SCALE)
LOCATION MAP (NOT TO SCALE)
EASEMENT
PROPERTY ADDRESS:
8851 HARDSING Avenue,
Surfside, FL 33154
(FOLIO No. 14 - 2235 - 005 - 0310)

DESCRIPTION
The South 5.00 feet of Lot 2, all of Lots 3, 4 & 5, Block 3, of "SECOND AMENDED PLAT OF NORMANDY BEACH" according to the Plat thereof as recorded in Part Book 10, Page 44 of the Public Records of Miami-Dade County, Florida.

There may be legal restrictions on the subject property that are not shown on the Map of Survey that may be found in the Public Records of Miami-Dade County, or the records of any other public and private entities as their jurisdictions may appear.

The Map of Survey is intended to be displayed at the stated graphic scale in English units of measurement. Attention is brought to the fact that said drawing may be altered in scale by the reproduction process.

This Survey was conducted for the purpose of a BOUNDARY SURVEY only and is not intended to delineate the regulatory jurisdiction of any Federal, state, regional or local agency board, commission or other entity.

Legal description was furnished by the client.

The elevations of well-identified features, as depicted on this survey and map, were measured to an estimated vertical positional accuracy of 1/10 foot for natural ground surfaces and 1/100 foot for hard-scape surfaces, including pavements, curbs and other man-made features as may exist.

Well-identified features as depicted on this survey and map were measured to an estimated horizontal positional accuracy of 1/10 foot unless otherwise shown.

Legal description subject to any dedications, limitations, restrictions, reservations or recorded easements.

Sketch of Survey cannot be used for construction purposes. Surveyor not responsible for third party alterations.

LIST OF POSSIBLE ENCUMBRANCE: M/A

SURVEYOR'S CERTIFICATION:
I hereby certify: That this "BOUNDARY SURVEY" and the Map of Survey resulting there from was performed to the best of my knowledge and belief and further, that said "BOUNDARY SURVEY" meets the intent of the "Minimum Technical Standards for Land Surveying in the State of Florida", pursuant to Rule 527.04, Florida Administrative Code and its implementing Rule Chapter 472.027 of the Florida Statutes.

SURVEYOR:
Land Surveyors & Mapper
565 Coral Way, Miami, FL 33139
Telephone 786-350-184

CERTIFY TO:
DRAINAGE WELL DETAILS PLAN
NECESSARY FOR TRANSITION TO REQUIRED LATERAL LINE DEPTH. USE 45 ELLS IMMEDIATELY OUTSIDE OF VALVE BOX, AS 4" x 2-1/4" x 8" SOLID REMOTE CONTROL VALVE BRICK AT EACH CORNER WIRES (PROVIDE 24" OF WIRE IN A COIL, EA.) NOTED IN LEGEND)

MAINLINE (COVER AS

NOTE:

SOLENOID ACTUATED FINISH GRADE COMMON AND CONTROL WITH COVER MARKED PLASTIC VALVE BOX 4" MAX.

COVER AREAS

2" IN GROUND

1/2" IN TURF AND "IRRIGATION" LATERAL LINE (COVER AS NOTED IN LEGEND)

24" OF WIRE IN A COIL) COMMON WIRE (PROVIDE IN 2" PVC CONDUIT. SCH 80 PVC NIPPLE MAINLINE (COVER AS NOTED IN LEGEND EPOXY FILLED CONNECTORS SET BY CONTROLLER MANUFACTURER. 5/8" DIAMETER COPPER CLAD ROD. RESISTANCE TO EARTH SHALL BE WITHIN LIMITS COVER

1 CU. FT. PEA GRAVEL (4" LAYER MINIMUM)
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: February 15, 2021
RE: 624 92nd Street – Garage Conversion and Renovations

Background: This application is a request to convert an existing garage to a master bedroom, walk-in closet, master bathroom and utility room. The garage conversion will add 400 square feet (SF) of livable area and will be raised to match the existing residence finished floor elevation of 6.76 feet NGVD. The Applicant is proposing interior renovations relocating an existing powder room and creating a music room in a portion of the existing dining area. The corner lot is zoned H30B totaling 6,160 SF. While the Town Code identifies the front yard to be on Dickens Avenue, the front door to the house is off 92nd Street where an existing circular drive provides access to the garage. An existing hedge exists in the vicinity of the property line from the west driveway connection on 92nd Street to the southwest corner of the property on Dickens Avenue. A composite deck is proposed on the west side of the converted garage in the primary front of the corner lot. The deck extends 7 feet into the primary front area totaling 127 SF. A landscape screened cooling unit box is proposed on the north side of the deck adjacent to the garage wall.

An overhead angled aerial view facing south from the Miami-Dade County Property Appraiser (MDCPA) is provided on the following page with a Google Street View looking south from the corner on page 3. In addition to this Memorandum, a package of photos, renovation plans, elevations, landscape plan and current survey was submitted by the Applicant.

Governing Codes: The Zoning in Progress relevant requirements for lots in the H30B District are:

Each lot must provide 35% pervious area and 50% of front yards and 40% of rear yards must be landscaped, and 20% of the landscaped area must be Florida Friendly as defined in the current Zoning Code.

Preliminary Draft Code: 90-203(7) – 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. Landscaping shall be provided along the base of the new exterior wall.

Preliminary Draft Code: 90-182(a) – “… an uncovered pool, porch, patio or terrace shall not be included provided such structures are located at least five feet from adjacent rear or interior side lot lines and ten feet from any street lot line.”
624 92nd Street Miami-Dade County Property Appraiser Angled View to South
Applicant Package: A 6-page package of drawings and an application was submitted by the Applicant. Drawing A-101 provides information on hardscape and pervious area. The Applicant meets the 50% landscape area for the front yard and the 40% for the rear yard. Applicant also complies with the 35% pervious for the lot.

Staff Recommendation: The Applicant complies with the pervious/landscape area requirements. The existing pavers are removed in front of the garage and grass is placed in this area. The circular driveway provides room for two vehicles. Two new aluminum windows with white finish are placed in the new garage wall. An additional window similar but smaller is aligned with the new shower in the master bedroom. The existing garage floor will be raised to be consistent with the finished floor elevation of the existing home. A new sliding glass door with white finish will be placed where a 4-pane window is being removed to provide access to the composite deck added in the front yard area. The deck is greater than 10 feet from the Dickens Avenue right of way line. The existing side garage door will be removed and a new aluminum window will be added in the general location of the removed door. Recommend Planning and Zoning Board approval as submitted.
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
Adam and Michelle Weinberg

PHONE / FAX
954-816-0585

AGENT'S NAME
Jeffrey Rose

ADDRESS
8851 Fontaine Ave, Surfside, FL 33154

PHONE / FAX
305-733-2485

PROPERTY ADDRESS
624 92nd Street

ZONING CATEGORY
H30B

DESCRIPTION OF PROPOSED WORK
Garage Conversion to Master Bedroom

INTERNAL USE ONLY

Date Submitted
Project Number
20-1831

Report Completed
Date
2-3-2021

Fee Paid
$

ZONING STANDARDS

Plot Size
6,160

Required
Provided

Setbacks (F/R/S)
20'-0" 20'-0" 6'-10'
40'-0"
30'-0"
35'-0"
20'-0" 13.56 56'-11"
40'-0"
10'-43"'
35.52'-10"

SIGNATURE OF OWNER
DATE

SIGNATURE OF AGENT
DATE

Page 79

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

PAGE 80
### ZONING REQUIREMENTS: H30B

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Size: 112.5’ x 55” = 6,187.5 SQ.FT.</td>
<td>2,166 SQ.FT.</td>
<td>2,198 SQ.FT.</td>
</tr>
<tr>
<td>Min. PerVIOUS Area (35% of 6,187.5 SQ.FT.)</td>
<td>2,166 SQ.FT.</td>
<td>2,198 SQ.FT.</td>
</tr>
<tr>
<td>Front Set Back Permeability (50% of 967 SQ.FT.)</td>
<td>484 SQ.FT.</td>
<td>840 SQ.FT.</td>
</tr>
</tbody>
</table>

### ZONING REQUIREMENTS S PER 2006 ZONING CODE: RS-2

<table>
<thead>
<tr>
<th>Requirement</th>
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<tbody>
<tr>
<td>Lot Size: 6,187.5 SQ.FT.</td>
<td></td>
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<td>Min. PerVIOUS Area</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front Set Back Permeability (50% of 967 SQ.FT.)</td>
<td>484 SQ.FT.</td>
<td>840 SQ.FT.</td>
</tr>
<tr>
<td>Rear Set Back Permeability (40% of 979 SQ.FT.)</td>
<td>392 SQ.FT.</td>
<td>870 SQ.FT.</td>
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</tbody>
</table>
LEGAL DESCRIPTION:
LOT 10, ALTO DEL MAR No. 4, BLOCK 11
SUBDIVISION ALTO DEL MAR No. 4
ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK
OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.
LOCATION SKETCH N.T.S.

DICKENS AVENUE

ADDRESS: 624 92nd STREET SURFSIDE, FL. 33154

SURVEY CERTIFY TO: ADAM AND MICHELLE WEINBERG

THE ATTACHED SKETCH OF BOUNDARY SURVEY OF THE ABOVE DESCRIBED PROPERTY IS A TRUE AND CORRECT REPRESENTATION OF A FIELD SURVEY MADE UNDER MY DIRECTION AND MEETS THE MINIMUM TECHNICAL STANDARDS AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17.051 AND 5J-17.052 FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FOR: ADAM WEINBERG AND MICHELLE WEINBERG
JOB NUMBER 1502-05M
F.B. No. I.C.
DRAWN BY: M.R.
CHECKED BY: K.B.

E. BELTRAN & ASSOCIATES, INC.
12533 S.W. 30th STREET
MIAMI, FLORIDA 33175
PHONE: (305) 552-7450
CERTIFICATE OF AUTHORIZATION NUMBER LB 03933

SURVEYOR'S NOTES:
LEGAL DESCRIPTION WAS FURNISHED BY CLIENT.
EXAMINATION OF THE ABSTRACT OF TITLE WILL HAVE TO BE MADE TO DETERMINE THE EXACT LOCATION OF THE PROPERTY.
LEGAL DESCRIPTIONS INSTALLATIONS OR IMPROVEMENTS OTHER THAN THOSE SHOWN.
THERE ARE NO UNDERGROUND MONUMENTS, EXCEPT AS NOTED.
FENCE OWNERSHIP BY VARIOUS OWNERS OR ARMS ONLY (IF ANY), LEGAL OWNERSHIP NOT DETERMINED.

NOTE: THIS IS NOT A VALID SURVEY WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

E. BELTRAN
PROFESSIONAL SURVEYOR & MAPPER No. 4685
STATE OF FLORIDA
DATE 3-31-2018
Neighbors

625 92\textsuperscript{nd} st
Left (North) of Subject

9177 Dickens Ave
Right (South) of Subject

600 92\textsuperscript{nd} st
Behind (East) of Subject

624 92\textsuperscript{nd} St
Subject Property

700 92\textsuperscript{nd} St
Across (West) 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 February 15, 2021
RE: 8841 Froude Avenue – Addition, Garage Conversion, Renovations and Hardscape

Background: This application is a request to add a 979 square foot rear addition to a single-family residence with 1,264 SF of livable area. The Applicant plans to convert the existing garage to a gym/den and utility room. The garage conversion will add 230 SF of livable area and will be raised to match the existing residence finished floor elevation of 7.14 feet NGVD. It is not clear if the garage SF is included or separate to the 1,264 SF existing floor area. The Applicant is proposing several other interior renovations as depicted in Drawing A-201. The rear addition provides for an expanded kitchen area, dining room, family room and a new master bedroom with master bathroom and walk-in closet. A new covered terrace, open on two sides completes the residence improvements.

The front yard area is also being redeveloped to provide a 17-foot wide concrete block parking area, a 2 foot wide concrete block walk and raised steps and entry area to the residence. The existing driveway will be removed. The front yard setback to the building is 25 feet one inch. The steps and entry area are outside of the setback. The side yard setbacks are 5 feet and 7 feet 4 inches. The rear setback is 20 feet.

The lot is zoned H30B totaling 5,625 SF. The proposed expansion totals 2,243 SF where 40% of the lot area is 2,250 SF. The Applicant complies with the 40% maximum floor area provided the garage conversion is included in the total existing floor area.

A variety of architectural enhancements are proposed. The front elevation is completely revised by adding two bronze aluminum windows in the new garage wall. A dark gray stone veneer highlights the new entry area with a wood door and bronze floor to door top windows. The front stucco area includes smooth stucco bands with 2-inch white grooves. New matching windows are being installed around the residence. The new east rear elevation has 2 three panel sliders accessing the covered terrace and two 4 ½ foot widows in the new master bedroom. A new zinc/aluminum coates steel panel roof is proposed with a charcoal/gray color.

A Google Street View looking east at the front of the existing house is provided on page 2. In addition to this Memorandum, a package of photos, renovation plans, elevations, landscape information and current survey was submitted by the Applicant.
8841 Froude Avenue Google Street View to the East

**Governing Codes:** The **Zoning in Progress** relevant requirements for lots in the H30B District are:

Each lot must provide 35% pervious area and 50% of front yards and 40% of rear yards must be landscaped, and 20% of the landscaped area must be Florida Friendly as defined in the current Zoning Code.

**Preliminary Draft Code: 90-203(7)** – 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. Landscaping shall be provided along the base of the new exterior wall.

**Preliminary Draft Code: 90-2(42) c** – the following exemptions shall not be included in determining the lot coverage, covered terraces, patios, breezeways, or porches which are open on two (2) or more sides
Applicant Package: A package of 7 drawings and an application was submitted by the Applicant. Drawing A-101 provides information on hardscape and pervious area. The Applicant meets the 50% landscape area for the front yard and the 40% for the rear yard. Applicant also complies with the 35% pervious for the lot.

Staff Recommendation: The Applicant complies with the pervious/landscape area requirements. Recommend Planning and Zoning Board approval subject to clarification on the following items:

- Clarify whether the existing garage square footage is included in the existing floor area.
- If the existing garage is not included in the existing floor area then the project exceeds the 40% maximum floor area threshold and needs to be scaled back.
- The extent of the proposed additions and improvements suggest the cost of the proposed improvements may exceed 50% of the market value of the existing residence.
- If the proposed improvements exceed 50% of the market value of the existing residence the improvements require compliance with the Base Flood Elevation +2.
- Recommend adding 1 foot to the width of the driveway-parking area to provide two 9 foot wide parking spaces.
- Clarify the eaves of the building are 8 inches or less.
- The metal roof requires Design Board Approval.
- Add a table to the plan indicating compliance with the single family landscape requirements.
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
Alicia Alonso & Luis Perlish

PHONE / FAX
305-995-1850

AGENT'S NAME
Jeffrey Nise

ADDRESS
8851 Fiordale Ave, Surfside, FL 33154

PHONE / FAX
305-733-2185

PROPERTY ADDRESS
8841 Fiordale Ave, Surfside, FL 33154

ZONING CATEGORY
H30B

DESCRIPTION OF PROPOSED WORK
New addition in rear of house 979 sf

INTERNAL USE ONLY

Date Submitted

Project Number
20-1830

Report Completed

Date
2-3-2021

Fee Paid

$0

ZONING STANDARDS

Plot Size
5,625

Setbacks (F/R/S)
20' 20' 5'

Lot Coverage
40%

Height
20'

Pervious Area
35%
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

[Signature]
DATE

PAGE 93
### ZONING REQUIREMENTS: H30B

**LOT SIZE:** 112.50 x 50 = 5,625 SQ.FT.

**MAX. LOT COVERAGE:** 40% (5,625) = 2,250 SQ.FT.

<table>
<thead>
<tr>
<th>BUILDING SET BACKS</th>
<th>REQUIRED</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRONT SET BACK</td>
<td>20'-0&quot;</td>
<td>25'-1&quot; EXISTING</td>
</tr>
<tr>
<td>SOUTH SET BACK</td>
<td>5'-0&quot;</td>
<td>7'-4&quot;</td>
</tr>
<tr>
<td>NORTH SET BACK</td>
<td>5'-0&quot;</td>
<td>5'-0&quot;</td>
</tr>
<tr>
<td>REAR SET BACK</td>
<td>20'-0&quot;</td>
<td>20'-0&quot;</td>
</tr>
<tr>
<td>LOT COVERAGE</td>
<td>2,250 SQ.FT.</td>
<td>2,243 SQ.FT.</td>
</tr>
<tr>
<td>FIRST FLOOR AREA + TERRACE</td>
<td>N/A</td>
<td>2,527 SQ.FT.</td>
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</tbody>
</table>

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

**MIN. PERVIOUS AREA (35% OF 5,625 SQ.FT.)**
- 1,988.75 SQ.FT.
- 2,618 SQ.FT.

**FRONT SET BACK PERMEABILITY (50% OF 1,277 SQ.FT.)**
- 638.5 SQ.FT.
- 850 SQ.FT.

### LANDSCAPING REQUIREMENTS: H30B

| STREET TREES (SABAL PALMETTO PALMS+1 EXIST) | 2 | 2 |
| LOT TREES (ROYAL PALM- ROYSTONEA REGIA) | 5 | 5 |
| SHRUBS (DWARF FAKAHATCHEE GRASS) | 25 | 25 |

### ZONING REQUIREMENTS S PER 2006 ZONING CODE: RS-2

**LOT SIZE:** 112.50 x 50 = 5,625 SQ.FT.

**MAX. LOT COVERAGE:** 40% (5,625) = 2,250 SQ.FT.

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<tr>
<td>REAR SET BACK</td>
<td>20'-0&quot;</td>
<td>20'-0&quot;</td>
</tr>
<tr>
<td>LOT COVERAGE</td>
<td>2,250 SQ.FT.</td>
<td>2,243 SQ.FT.</td>
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<tr>
<td>TERRACE 15% (2,250) MAX</td>
<td>337.50 SQ.FT.</td>
<td>287 SQ.FT.</td>
</tr>
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</table>

**MAX. HEIGHT FROM CROWN OF ROAD**
- 30'-0"
- 11'-0"

**MIN. PERVIOUS AREA**
- FRONT SET BACK PERMEABILITY (50% OF 1,277 SQ.FT) | 638.5 SQ.FT. | 850 SQ.FT. |
- REAR SET BACK PERMEABILITY (40% OF 1,000 SQ.FT.) | 400 SQ.FT. | 947 SQ.FT. |
PROPOSED SITE PLAN

FROUDE AVENUE

EXISTING HOUSE
1,264 SQ.FT.
+7.14' N.G.V.D.

ADDITION
979 SQ.FT.

NEW TERRACE
284 SQ.FT.

25'-0" 2' CURB & GUTTER
7.5' PARKWAY

NEW APPROACH
25'-1" 20'-0"

FRONT SET BACK
112.50'
112.50'
50'-0"
50'-0"

SIDE SET BACK
20'-0" 20'-0"

SIDE SET BACK
20'-0" 20'-0"

REAR SET BACK
20'-0"
20'-0"

EXISTING HOUSE
1,264 SQ.FT.

GREEN AREA

RAIN WATER TO BE KEPT WITHIN PROPERTY LINES.
DRAINAGE PLANS MUST BE SUBMITTED FOR PERMIT

ZONING REQUIREMENTS: H30B
LOT SIZE: 112.50 X 50 = 5,625 SQ.FT.
MAX. LOT COVERAGE: 40% (5,625) = 2,250 SQ.FT.
BUILDING SET BACKS:
REQUIRED
PROPOSED
FRONT SET BACK
20'-0" 25'-1" EXISTING
SOUTH SET BACK
5'-0" 7'-4"
NORTH SET BACK
5'-0" 5'-0"
REAR SET BACK
20'-0" 20'-0"
LOT COVERAGE
2,250 SQ.FT. 2,243 SQ.FT.
FIRST FLOOR AREA + TERRACE N/A
2,527 SQ.FT.
MAX. HEIGHT FROM CROWN OF ROAD
2 STORIES 30'-0" 1 STORY
MIN. PERVIOUS AREA (35% OF 5,625 SQ.FT.)
1,968.75 SQ.FT. 2,618 SQ.FT.
FRONT SET BACK PERMEABILITY (50% OF 1,277 SQ.FT) 638.5 SQ.FT. 850 SQ.FT.
LANDSCAPING REQUIREMENTS: H30B

STREET TREES (SABAL PALMETTO PALMS +1 EXIST) 22
LOT TREES (ROYAL PALM - ROYSTONEA REGIA) 55
SHRUBS (DWARF FAKAHATCHEE GRASS) 25 25

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 A-101 SITE PLAN SHEET NO. 1 OF 4 1/4" = 1'-0" SCALE: DRAWN BY: V.V.L REVIEW BY: J.D.M. RELEASE DATE: 02-02-2021 P & Z BOARD SET 8841 FROUDE AVENUE SURFSIDE, FLORIDA 33154 SINGLE FAMILY HOME ADDITION OWNERS: AILED ALONSO PAGE 95