



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD  
MINUTES  
DECEMBER 19, 2013  
7:00 PM**

**1. CALL TO ORDER**

Vice Chair Peter Glynn called the meeting to order at 7:03 pm.

**2. ROLL CALL**

Recording Clerk Jenorgen Guillen called the roll with the following members present: Board Member Carli Koshal, Board Member Jennifer Dray, Vice Chair Peter Glynn. Chair Lindsay Lecour was absent. Board Member Armando Castellanos arrived at 7:05 p.m.

**3. APPROVAL OF MINUTES: OCTOBER 23, 2013 & NOVEMBER 21, 2013**

Board Member Jennifer Dray made a motion to approve. The motion received a second from Board Member Carli Koshal and all voted in favor.

**4. PLANNING AND ZONING APPLICATIONS:**

**A. Request of the Owner of Property located at 9432 Carlyle Avenue  
The applicant is requesting an addition to the property.**

Town Planner Sarah Sinatra presented the item. Applicant spoke in favor of the item.

A motion for approval was made by Board Member Dray with the following condition:

1. Overall site pervious area shall be a minimum of 35%.

The motion received a second from Board Member Koshal and all voted in favor.

**B. Request of the Owner of Property located at 8874 Carlyle Avenue  
The applicant is requesting to install a carport and fence.**

Town Planner Sarah Sinatra presented the item.

A motion for approval was made by Board Member Dray with the following condition:

1. Reduce the height of the canopy to no more than 20 feet.

The motion received a second from Board Member Castellanos and all voted in favor.

**C. Request of the Owner of Property located at 9560 Harding Avenue**

**The applicant is requesting to install a sign underneath the canopy.**

Town Planner Sarah Sinatra presented the item.

A motion for approval was made by Board Member Koshal with the following condition:

1. Sign shall provide at least an eight-foot clearance.

The motion received a second from Board Member Dray and all voted in favor.

**D. Request of the Owner of Property located at 9427 Harding Avenue**

**The applicant is requesting to install a permanent sign.**

Town Planner Sarah Sinatra presented the item.

A motion for approval was made by Board Member Castellanos with the following conditions:

1. The sign area shall be reduced to 25 square feet.
2. No raceway, sign letters directly installed in wall face with small offset to allow for water runoff.

The motion received a second from Board Member Dray and all voted in favor.

**E. Request of the Owner of Property located at 9489 Harding Avenue**

**The applicant is requesting to install a permanent sign.**

Town Planner Sarah Sinatra presented the item.

Vice Chair Glynn thought the graphics were somewhat out of proportion.

A motion for approval was made by Board Member Dray with the following condition:

1. Sign switches conduits and panel boxes shall be concealed from view.

The motion received a second from Board Member Koshal and all voted in favor.

**F. Request of the Owner of Property located at 9513 Harding Avenue**

**The applicant is requesting to install a permanent sign.**

Town Planner Sarah Sinatra presented the item. Applicant spoke in favor of the item.

A motion for approval was made by Board Member Dray with the following condition:

1. "Miami Forever Realty" wall sign only is approved. The additional signage is not approved.

The motion received a second from Board Member Castellanos and all voted in favor.

**5. Discussion items:**

**A. Frontage of buildings in the H120**

Town Planner Sarah Sinatra presented some preliminary graphic designs and indicated at the next meeting she will have more detailed graphics. The Board thanked Sarah for a well done presentation as seeing graphics are a big help.

**B. Dock Projections**

Town Planner Sarah Sinatra presented the item and the problem writing ordinances to be consistent with State regulations. Docks are required to clear the seaweed but seaweed keeps growing and the town has previously changed code requirements to 35 feet. Staff is asking the Board to consider modifying the ordinance to 40 feet. The Board discussed the item and the Dept. of Environmental Resources Management (DERM) and Regulatory and Economics Resources (RER) requirements. Public Speaker Terry Cohen spoke on the issue.

**C. Dumpster Enclosures**

Town Planner Sarah Sinatra presented the item and would like to prepare an ordinance for dumpsters to be enclosed by standard masonry walls with gate. The Board discussed sizes as well as some type of embellishment to the walls so they are not just a large mass of masonry wall. Building Official, Ross Prieto spoke and answered questions from the Board.

**D. Downtown Color Palette**

Town Planner Sarah Sinatra presented the item and explained that it is difficult to come up with a color palette because of all the various architectural building designs in the downtown area. The Board discussed the item and agreed there has to be some guidelines and said it was a difficult task. Board Member Koshal suggested putting a limit within a color spectrum and Vice Chair Glynn said the downtown area looks worn. They discussed the possibility of requiring buildings in the downtown area to be repainted after certain intervals (3 -5 years). Public Speaker Terry Cohen spoke about keeping uniformity as well as giving business owners freedom of expression.

**E. Electric Car Charging Stations**

Town Planner Sarah Sinatra presented the item. The Board discussed requiring an electric car charging station in all new parking lots and new buildings as well as existing lots installing 220 volt access for electric cars. The levels of charging stations was also discussed.

**6. PERMITS ISSUED AND REVENUE REPORT FOR OCTOBER 2013.**

[The month of November will be delivered separately]

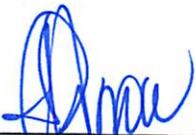
Building Official, Ross Prieto gave an updated report. Town Manager Michael Crotty said the Monthly Report has been revised and at the next meeting the Board will see a more detailed accounting.

**7. ADJOURNMENT.**

There being no further business to come before the Planning and Zoning Board, the meeting adjourned at 8:18 p.m.

Accepted this 30<sup>th</sup> day of January, 2014

Attest:

  
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Sandra Novoa  
Town Clerk

  
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Chair Lindsay Lecour