



**Town of Surfside  
DESIGN REVIEW BOARD/  
PLANNING & ZONING BOARD  
MINUTES**

**October 26, 2017 – 7:00 p.m.**

Town Hall Commission Chambers –  
9293 Harding Ave, 2<sup>nd</sup> Floor, Surfside, FL 33154

**DESIGN REVIEW BOARD**

**1. Call to Order/Roll Call**

Chair Lindsay Lecour called the meeting to order at 7:03 p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Board Member Peter Glynn, Board Member Jorge Gutierrez, Board Member William Fleck and Board Member Brian Roller. Vice Chair Judith Frankel was absent for the roll call but arrived at 7:03 p.m.

New Board Member William Fleck introduced himself.

**2. Approval of Minutes – September 28, 2017**

Board Member Gutierrez made a motion to approve the minutes. The motion received a second from Board Member Glynn and all voted in favor.

**3. Design Review Board Applications:**

**A. 1404 Biscaya Drive – Carport Conversion** - The applicant is requesting to convert their carport to additional living space.

Town Planner Sarah Sinatra presented the item. The architect answered questions from the Board and provided additional details.

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Glynn and all voted in favor.

**B. 9025 Dickens Avenue – Garage Conversion** - The applicant is requesting to convert their garage to additional living space along with 118 square feet of additional living space.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to approve with the following condition:

1. Landscaping shall be placed in front of converted garage.

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

**C. 9340 & 9348 Harding Avenue – Fence** - The applicant is requesting after the fact approval for a four-foot-high decorative aluminum style fence along the front portion of the properties.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to approve. The motion received a second from Board Member Roller and all voted in favor.

**4. Adjournment**

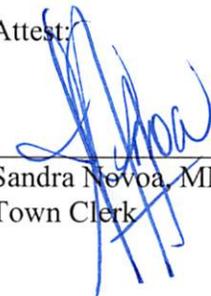
There being no further business to come before the Design Review Board, Board Member Gutierrez made a motion to adjourn the meeting. The motion received a second from Board Member Glynn and all voted in favor. Meeting adjourned at 7:17 p.m.

The next meeting of the Design Review Board will be on December 7, 2017 and will begin at 6:00 p.m.

Accepted this 7 day of December, 2017

  
\_\_\_\_\_  
Chair Lindsay Lecour

Attest:

  
\_\_\_\_\_  
Sandra Nevoa, MMC  
Town Clerk

## PLANNING & ZONING BOARD

### **1. Call to Order/Roll Call**

Chair Lindsay Lecour called the meeting to order at 7:18 p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Board Member Peter Glynn, Board Member Brian Roller and Vice Chair Judith Frankel.

### **2. Commissioner Daniel Gielchinsky- Town Commission Liaison Report**

Commissioner Gielchinsky was not present.

### **3. Planning and Zoning Board Member – Sustainability Subcommittee Liaison Report**

Vice Chair Frankel gave an update. PEM technology was discussed and the possibility of a pilot program and its cost. Beach restoration was also discussed.

Board Member Glynn made a motion to recommend the PEM Pilot Program to the Town Commission. The motion received a second from Vice Chair Frankel and all voted in favor.

Board Member Brian Roller will tentatively attend the next Sustainability Subcommittee meeting.

### **4. Approval of Minutes – September 28, 2017**

Vice Chair Frankel made a motion to approve the minutes. The motion received a second from Board Member Glynn and all voted in favor. Chair Lecour requested the minutes reflect more explanation of discussion items.

### **5. Dune Crossover Ordinance**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 “ZONING”, SECTION 90-37 “SPECIAL EXCEPTIONS,” TO PROVIDE A SPECIAL EXCEPTION APPROVAL PROCESS AND RELATED CRITERIA FOR DUNE CROSSOVERS; AND BY AMENDING SECTION 90-60 “CONSTRUCTION ADJACENT TO BULKHEAD LINES” TO PERMIT DUNE CROSSOVERS ONLY IF APPROVED BY SPECIAL EXCEPTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

Deputy Clerk Elora Riera read the title of the ordinance.

Town Planner Sarah Sinatra presented the item.

There was discussion regarding crossovers and it was suggested to add into 90-160 (6) to provide a whereas clause such as a belief that crossovers have been established and are sufficient and recommend a prohibition. There was much discussion along these lines and the Board believes to recommend prohibition.

Board Member Roller made a motion to change the language from special exception to prohibition. The motion received a second from Board Member Glynn and all voted in favor.

**6. Discussion Items:**

**A. Driveway Modification**

Town Planner Sarah Sinatra presented the item and an ordinance will be prepared. The Board is in favor.

**B. Maximum Building Length & Parking**

Town Planner Sarah Sinatra presented the item and gave an update. The Board discussed the parking and enforcement of the construction worker issue and suggested to re-evaluate the item after most construction is over. Planner Sinatra explained that they are looking at FAR (floor area ratios) for evaluating the square footage on multiple family developments. Also presented was the maximum building length (a diagram was provided).

**C. Sea Level Rise (Verbal)**

Town Planner Sarah Sinatra presented the item and gave an update of two components presented to the Town Commission one being modification to the ordinance on freeboard and how to measure height. The second being a higher freeboard and possibly a referendum to bring to the community. Chair Lecour presented her views on the item and how important this information is to her personally as she is planning on building a new home. There was some discussion on how to measure the height.

**D. Pedestrian Walkability (Verbal)**

Town Planner Sarah Sinatra presented the item. Town Manager Olmedillo spoke about the cost and options for a shade structure. There will be an image rendering for the December meeting. Undergrounding and lighting was discussed and placing street signs to get feedback from the community regarding what they are doing.

**E. Future Agenda Items**

On hold category: trellis, average side setback, satellite dishes, wind turbines, final zoning inspection, tree canopy, and parapet.

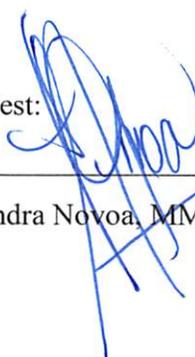
Keep and move up: green walls (add to building lengths), architectural significance, landscape plans, breaks in buildings.

**7. Adjournment**

There being no further business to come before the Planning and Zoning Board, Board Member Glynn made a motion to adjourn the meeting. The motion received a second from Board Member Roller and all were in favor. The meeting adjourned at 8:56 pm.

Accepted this 7 day of December, 2017

Attest:

  
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Sandra Novoa, MMC

  
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Chair Lindsay Lecour