



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

January 25, 2018 – 6:00 p.m.
Town Hall Commission Chambers –
9293 Harding Ave, 2nd Floor, Surfside, FL 33154

DESIGN REVIEW BOARD

1. Call to Order/Roll Call

The meeting was called to order by Chair Lecour at 6:04 p.m.

The following were present: Chair Lindsay Lecour
Board Member Brian Roller
Board Member Peter Glynn
Board Member Jorge Garcia
Board Member William Fleck

Absent: Vice Chair Judith Frankel
Board Member Jorge Gutierrez*

Also present: Guillermo Olmedillo, Town Manager
Sarah Sinatra Gould, Town Planner
Kathy Mehaffey, Town Attorney
Rosendo Prieto, Building Official
Elora Riera, Deputy Clerk

2. Approval of Minutes – December 7, 2017

Board Member Glynn made a motion to approve the minutes. The motion received a second from Board Member Fleck and all voted in favor with Board Member Gutierrez and Vice Chair Frankel absent.

3. Design Review Board Applications:

A. 900 90th Street – The applicant is requesting to convert their garage to approximately 276 square feet of additional living space.

Town Planner Sinatra presented the item.

Board Member Glynn made a motion to approve with the following conditions:

1. Landscaping shall be placed in front of the converted garage.
2. At Building Permit, plans must be submitted that include a driveway that meets the minimum requirements for 2 parking spaces (either 18' x 18' or 9' x 36').

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

B. 228 89th Street – The applicant is requesting one (1) external illuminated monument sign for existing Casa de Jesus Church.

Town Planner Sinatra presented the item. The Board discussed the item.

Board Member Fleck a motion to approve with the following conditions:

1. At time of building permit, landscaping is required to be supplied at the base of the sign.
2. Narrow the angle of the spot light.
3. Provide a smaller unit direction pointed to the sign.
4. Provide lower wattage for lights.
5. No spillover of lighting shall be permitted off the sign.

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

C. 9149 Byron Avenue – The applicant is requesting replacing their existing asphalt shingle roof with new asphalt shingles.

Town Planner Sinatra presented the item.

The Board discussed the item of asphalt shingle roofs. The roofing contractor answered questions from the Board.

Board Member Roller made a motion to approve. The motion died for lack of a second.

Board Member Glynn made a motion to deny. The motion received a second from Board Member Garcia. The motion carried 4-1 with Board Member Roller voting in opposition.

D. 9471 Harding Avenue – The applicant is requesting one (1) illuminated wall sign for the Lemel Medical Spa. In addition, the applicant is requesting two (2) Permanent Window Signs.

Town Planner Sinatra presented the item.

Board Member Glynn made a motion to approve the wall sign with the following conditions:

1. Proposed sign shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit rain water to flow down the wall face.
2. The wall face shall be reconditioned and painted as necessary.
3. Conceal all electric.
4. Spillover of lighting to the neighboring signs.

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

Board Member Glynn made a motion to deny the window sign. The motion received a second from Board Member Roller and all voted in favor.

E. 9433 Harding Avenue - The applicant is proposing to replace two (2) existing awnings

with two (2) new vinyl awnings.

Town Planner Sinatra presented the item. The Board discussed the item.

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

F. 8950 Irving Avenue – The applicant is requesting to build a 3,684 square foot two-story new home. (Heard after Item 4A)

Chair Lecour recused herself from this item and passed the hearings over to Board Member Roller.

Town Planner Sinatra presented the item. The architect answered questions from the Board and provided further details. For the record, Town Planner Sinatra clarified the placement of the generator and that notices have been sent as this is a new house. The Board discussed the item.

The public hearing was opened.

Public Speaker Marion Ott spoke on the item. Town Planner Sinatra, the applicant and the Board addressed the questions posed by Ms. Ott. No one else wishing to speak, Board Member Roller closed the public hearing.

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

1. Ordinance on roof height must be approved by Building Permit.
2. At time of Building Permit, submit a Landscape Plan that meets the requirements of Town Code Section 90-95.
3. Driveway material to be verified at Building Permit.

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

G. 9181 Carlyle Avenue – The applicant is requesting to build a 3,300 square foot two-story new home. (Heard before Item 3F)

Town Planner Sinatra presented the item and confirmed that notices have been sent to adjacent areas as this is a new home. The applicant's representative answered questions and provided more details on the project.

Chair Lecour opened the public hearing. No one wishing to speak on the item the Chair closed the public hearing.

Board Member Fleck made a motion to approve with the following conditions:

1. Add 1-foot to the structure for freeboard.
2. At time of Building Permit, submit a Landscape Plan that meets the requirements of Town Code Section 90-95.

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

4. Quasi-Judicial Application:

A. Surf Club II 9133-9149 Collins Avenue Site Plan & Conditional Use

Chair Lecour read the process and rulings of a quasi-judicial hearing. Deputy Clerk Elora Riera confirmed that compliance with advertising notice requirements have been met. The Town Attorney asked the DRB and Planning and Zoning Board if anyone had ex-parte communications with the Applicant or any objector. All Board members said no. Deputy Clerk Elora Riera swore in the people who wished to speak on the item.

Town Planner Sinatra gave an illustrated presentation and said there was a conditional use in her report. The applicant spoke on the project, gave further details and answered questions from the Board.

Chair Lecour opened the public hearing.

Public Speaker Jennifer Rotkel spoke of her concerns.

No one else wishing to speak, Chair Lecour closed the public hearing.

*Board Member Gutierrez arrived at 6:50 p.m.

The applicant and the Town Manager addressed Ms. Rokel's concerns.

The Board discussed the item further. Chair Lecour mentioned that this project is larger than usual and requested that the Board revisit impact fees. Town Manager Olmedillo spoke on upgrades of pipe water systems and is working with the Public Works Department. Impact fees are to be added to future agenda items.

Board Member Gutierrez made a motion to move the item to the Planning and Zoning Board with the following conditions:

1. Add 1-foot to the structure for freeboard.
2. At time of Building Permit, submit a Landscape Plan that meets the requirements of Town Code Section 90-95
3. Revisit driveway condition to make it greener.

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

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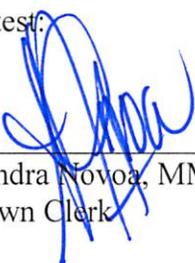
5. Adjournment

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 8:24 p.m.

Accepted this 22nd day of February, 2018


Chair Lindsay Lecour

Attest:


Sandra Novoa, MMC
Town Clerk

PLANNING & ZONING BOARD

1. Call to Order/Roll Call

Chair Lindsay Lecour called the meeting to order at 8:24p.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 Board Member Jorge Garcia. Vice Chair Judith Frankel was absent. Commissioner Daniel Gielchinsky attended as liaison.

2. Town Commission Liaison Report – Commissioner Daniel Gielchinsky

The Commissioner gave an update on items discussed at the Commission meeting.

3. Sustainability Subcommittee Liaison Report - Planning and Zoning Board Member

Town Planner Sarah Sinatra gave an update report.

4. Approval of Minutes – December 7, 2017

Board Member Roller made a motion to approve the minutes. The motion received a second from Board Member Garcia and all voted in favor with Vice Chair Frankel absent.

5. Quasi-Judicial Application:

Chair Lecour presented the item and read the process and rulings of a quasi-judicial hearing as it is tied in with the DRB meeting of this date. Deputy Clerk Elora Riera swore in the people who wished to speak on the item.

A. Surf Club II 9133-9149 Collins Avenue Site Plan & Conditional Use

Alex Tachman representing the applicant spoke on the item and spoke about the criteria for conditional use.

Chair Lecour opened the public hearing.

Public Speaker Jennifer Rotkel spoke of her concerns regarding disposing of cigarette butts and sea turtle season.

No one else wishing to speak Chair Lecour closed the public hearing.

The applicant said they will comply with all code compliances. The Board discussed lighting, trash, restaurant parking spaces and number of valets.

Board Member Glynn made a motion to recommend to the Town Commission with conditions as stated in DRB meeting and to add the number of valets and to remake/revise driveways as mentioned at DRB meeting. The motion received a second from Board Member Garcia and all voted in favor with Vice Chair Frankel absent.

6. Local Planning Agency Items

A. Roof Height Modification

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING," SECTION 90-2 "DEFINITIONS," TO REVISE THE MEASUREMENT OF ROOF HEIGHT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Chair Lecour recused herself from this item and passed the hearings over to Board Member Roller. Deputy Clerk Elora Riera read the title of the ordinance. Town Planner Sinatra presented the item.

Board Member Roller opened the public hearing and with no one wishing to speak the public hearing was closed.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Garcia and all voted in favor with Chair Lecour recused and with Vice Chair Frankel absent.

B. Freeboard Modification

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 42 "FLOODS", SECTION 42-92 "SPECIFIC STANDARDS" TO ADDRESS LOWEST FLOOR ELEVATION REQUIREMENTS FOR SINGLE FAMILY RESIDENTIAL STRUCTURES; 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 Sinatra presented the item.

Chair Lecour opened the public hearing and with no one wishing to speak the public hearing was closed.

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

7. Discussion Items:

A. Discussion on Building Length

Town Planner Sinatra presented the item.

The Board discussed the item and feels it has to be revisited. They are recommending to the Town Commission to enact a moratorium on these properties fronting Collins and Harding Avenues.

B. Amenities on the West Side of Collins Ave. Serving Buildings on the East Side of Collins Ave.

The Board will revisit the item and staff will provide more information.

C. Update on Walkability

Town Manager Olmedillo gave a visual update.

The Board discussed how to better inform the public such as post photos in test area so residents get a better idea/post on barrels and flyers in mailboxes.

D. Future Agenda Items

Photo voltaic incentives

Limitations on aggregations of single family home lengths

Impact fees

E. March Planning & Zoning Meeting Date

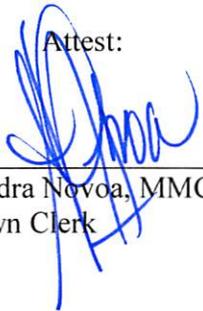
Chair Lecour asked if anyone could attend the next Sustainability Meeting on Feb 2nd and Board Member Glynn said he may be available.

8. 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 voted in favor. Meeting adjourned at 9:43 p.m.

Accepted this 22nd day of February, 2018


Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk