



**TOWN OF SURFSIDE
PLANNING AND ZONING BOARD
AND
DESIGN REVIEW BOARD
MINUTES
April 28, 2016
7:00 PM**

Town Hall Commission Chambers – 9293 Harding Ave., 2nd Floor
Surfside, Florida 33154

DESIGN REVIEW BOARD

Town Attorney Miller began this portion of the meeting by explaining there is a new Board and a selection will be made as to who will be Chair and Vice Chair. After the selection, the meeting will begin with a call to order by the selected Chair.

Recording Clerk Nissa Benjamin called the roll with the following members present: Board Member Lindsay Lecour, Board Member Judith Frankel, Board Member Peter Glynn. Board Member Brian Rollar and Board Member Jorge Gutierrez were absent.

1. SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Attorney Miller asked the members to introduce themselves and give some background information.

Board Member Glynn nominated Lindsay Lecour as Chair. The nomination received a second from Board Member Frankel.

Board Member Glynn nominated Judith Frankel as Vice Chair. The nomination received a second from Chair Lecour.

Vice Chair Frankel made a motion to adjourn this portion of the meeting. The motion received a second from Board Member Glynn and all voted in favor.

2. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:04 pm.

3. ROLL CALL

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Board Member Jorge Gutierrez, Vice Chair Judith Frankel, Board Member Peter Glynn. Board Member Brian Rollar was absent. Board Member Gutierrez introduced himself and gave some background information.

4. TRANSMISSION OF UNOFFICIAL MINUTES: MARCH 31, 2016

5. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 701 94th Street

The applicant is proposing the construction of a new two story single-family residence. Town Planner Sarah Sinatra presented the item. The architect for the project spoke on the project and had some visuals for review. Board Member Glynn said although he could see no reason to not approve, he is concerned that these modern style designs are not what the feel of Surfside is all about. Chair Lecour was not completely in favor of the design as she did not feel there was much of a difference with the neighboring house.

Board Member Gutierrez made a motion to approve. The motion received a second from Vice Chair Frankel. The vote was tied with Board Member Gutierrez and Vice Chair Frankel in favor and Chair Lecour and Board Member Glynn voting in opposition. Board member Rollar was absent.

There was some further input from the architect and Town Planner Sinatra and some discussion from the Board.

Board Member Glynn made a motion to reconsider. The motion received a second from Vice Chair Frankel and all voted in favor.

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

1. Applicant proffered to change the driveway on Bay Drive to green space for 701 95th Street, #1.
2. The garage door shall be bronze color metal for 701 94th Street, #2.

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

B. Request of the Owner of Property located at 320 88 Street.

The applicant is requesting a garage conversion. Town Planner Sarah Sinatra presented the item.

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

C. Request of the Owner of Property located at 9388 Abbott Avenue.

The applicant is proposing to construct an addition to the first floor and add a roof to an existing terrace in an existing single family residence.

Town Planner Sarah Sinatra presented the item. The applicant and construction planner spoke and produced the revised design for the Board's review.

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

D. Request of the Tenant of Property located at 9454 Harding Avenue.

The applicant is requesting a wall sign for a retail establishment

Town Planner Sarah Sinatra presented the item and staff is recommending denial with an explanation.

Board Member Glynn made a motion to deny. The motion received a second from Board Member Gutierrez and all voted in favor to deny with Board Member Rollar absent.

E. Request of the Owner of Property located at 1000 88th Street.

The applicant is proposing the construction of a new two story single-family residence. Town Planner Sarah Sinatra presented the item and is recommending denial because of the height of the roof. The architect for the project spoke about the project with a visual and gave details regarding the roof. After review and discussion, the Board thought the design was beautiful and the exception should be made as to the height of the pitched roof.

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

F. Request of the Owner of Property located at 8850 Emerson Avenue.

The applicant is requesting an after the fact permit for a carport conversion. Town Planner Sarah Sinatra presented the item.

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

G. Request of the Owner of Property located at 9957 Carlisle Avenue. (Item added on)

The applicant is requesting a garage conversion. Town Planner Sarah Sinatra presented the item.

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

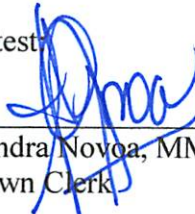
Before adjournment the Board discussed dates for future meetings.

6. ADJOURNMENT.

There being no further business to come before the Design Review Board the meeting adjourned at 8:00 p.m.

Accepted this 25th day of May, 2016

Attest



Sandra Novoa, MMC
Town Clerk



Chair Lindsay Lecour

PLANNING AND ZONING BOARD

MINUTES
April 28, 2016
7:00 PM

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 8:08 pm.

2. ROLL CALL

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Board Member Peter Glynn and Vice Chair Judith Frankel. Board Member Brian Rollar was absent.

3. TRANSMISSION OF UNOFFICIAL MINUTES: March 31, 2016

4. ORDINANCES:

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING" AND SPECIFICALLY AMENDING SECTION 90-15 "MEMBERSHIP/QUORUM, MINIMUM QUALIFICATIONS, OFFICERS, TERMS OF OFFICERS, VACANCIES, GENERAL REGULATIONS, RECOMMENDATIONS, EXPENDITURES, INDEBTEDNESS" CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE PLANNING AND ZONING BOARD; SPECIFICALLY AMENDING SECTION 90-18 "DESIGN REVIEW BOARD" CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE DESIGN REVIEW BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Recording Clerk Nissa Benjamin read the title of the ordinance.

Assistant Town Attorney Jane Graham presented the item.

Chair Lecour asked how do we evaluate seven years of professional experience if they do not have a license and suggested that the wording be changed to an applicant provide documentation of the completion of seven jobs experience. Vice Chair Frankel also had some ideas for consideration and felt the wording regarding seven years of experience may need to be reviewed.

Public Speaker Richard Iacobacci spoke about providing proof of experience and contracting jobs and the legalities of someone doing a job without having an active

license. He said a person may have worked under the direction of one who had a license or in the capacity of another title such as project manager. The wording of this ordinance does not address those issues. The Board discussed changing some of the wording eliminating license but broadening to professionals with the same scope of experience but not necessarily a licensed contractor such as project manager or superintendent or construction management professional with at least six years of professional experience. Town Attorney Miller said her office will review and revise any changes from the Board and Chair Lecour said she would like to work with Attorney Miller on the wording.

Discussion as to qualifications to sit on the Board was also discussed. Assistant Attorney Graham explained what the Commission was looking for as Board appointees.

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

5. DISCUSSION ITEMS:

1. Presentation on Pedestrian & Health

A representative from Pedestrian and Health gave a presentation who explained Active Design Miami and the benefits it produces.

Chair Lecour said this Board was in support of this type of program. Ms. Sinatra answered questions from the Board and said the City Manager was also in supportive of this.

2. Sheds

Town Planner Sinatra spoke on the item giving some of the history of sheds and what has transpired to date. Some residents have issues with sheds and are asking for guidance as to placement and design. Planner Sinatra is asking for direction so an ordinance can be prepared. Board Member Glynn is not in favor of sheds as he feels badly for neighbors who have to see them. Vice Chair suggested that language be put in saying that shrubbery be put in so the shed is not visible from the street. Board Member Glynn suggested it also apply to sheds facing a neighbor. Planner Sinatra told Board Member Glynn that it was brought before the Commission but failed to pass. The Board agreed to put language in the code regarding shrubbery and not being visible from the street.

3. Calendar changes proposed:

A. November 17, 2016 instead of November 24, 2016

B. December 15, 2016 instead of December 29, 2016

3. Future Agenda Items

Board Member Glynn said he has heard of many complaints regarding code enforcement and noise from lawn care on weekends.


Chair Lecour and Town Attorney Miller gave a brief update on sea level rise study. Assistant Attorney Graham spoke about a newly formed sub-committee which will talk about sea level rise. Chair Lecour would like this to be a priority discussion item.

6. REPORT OF PERMITS ISSUED FOR THE MONTH OF MARCH, 2016.

7. ADJOURNMENT.

There being no further business to come before the Planning and Zoning Board the meeting adjourned at 9:09 p.m.

Accepted this 25 day of may, 2016


Chair Lindsay Lecour

Attest:


Sandra Novoa, MMC
Town Clerk