



**TOWN OF SURFSIDE
PLANNING AND ZONING BOARD
MINUTES
AUGUST 29, 2013
7:00 PM**

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:05 pm.

2. ROLL CALL

Recording Clerk Frantza Duval called the roll with the following members present: Board Member Jennifer Dray, Board Member Carli Koshal, Vice Chair Peter Glynn and Chair Lindsay Lecour. Board Member Armando Castellanos was absent,

3. APPROVAL OF MINUTES: JULY 25, 2013 (ATTACHED)

Vice Chair Peter Glynn made a motion to approve and motion received a second from Board Member Jennifer Dray and all voted in favor.

4. PLANNING AND ZONING APPLICATIONS:

A. Request of the Owner of Property located at 9389 Byron Avenue

The applicant is requesting to convert his garage.

Town Planner Sarah Sinatra presented the item.

Board Member Jennifer Dray made a motion to approve with the condition that the driveway shall be resurfaced or replaced. The motion received a second from Vice Chair Peter Glynn and all voted in favor.

B. Request of the Owner of Property located at 9217 Dickens Avenue

The applicant is requesting to build a patio addition.

Town Planner Sarah Sinatra presented the item.

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

C. Request of the Owner of Property located at 9476 Harding Avenue

The applicant is requesting to install a permanent sign.

Town Planner Sarah Sinatra presented the item.

Vice Chair Peter Glynn requested more information regarding the illumination of the sign and applicant Daniel Tarrab was able to provide the details of the proposed sign. A motion was made by Board Member Jennifer Dray to approve with the condition that the

applicant apply for a Certificate of Use and a Local Business Tax Receipt. The sign permit shall not be released until the applicant applies for a Certificate of Use and a Local Business Tax Receipt. The motion received a second from Board Member Carli Koshal and all voted in favor.

D. Request of the Owner of Property located at 9472 Harding Avenue

The applicant is requesting to install a permanent sign.

Town Planner Sarah Sinatra presented the item.

Town Planner Sinatra mentioned that the illegal awnings were put up by the prior owner. Applicant Criulio Santillo spoke regarding the sign and color and said he was opening a high end Italian restaurant. Some Board members, although not opposed to the sign, felt that the sign had no color contrast and did not reflect a fine dining establishment. Vice Mayor Peter Glynn made a motion to accept with the following conditions:

1. Remove all illegal awnings. The awnings did not receive approval for the location and must be removed. The Code states that an awning shall not encroach more than six feet over the sidewalk. The existing awning, which was never approved by the Town and has outstanding code violations levied on the prior awning, must be removed.
2. Apply for all required permits. Applicant has been working without permits. The sign permit shall not be released until all required permits have been applied for through the Building Department.
3. Apply for a Certificate of Use and a Local Business Tax Receipt. The sign permit shall not be released until the applicant applies for a Certificate of Use and a Local Business Tax Receipt.
4. The reverse channel lettering proposed for the primary sign shall be individually mounted to the wall face and not mounted on a separate backing.

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

5. DISCUSSION ITEMS:

A. Wall frontage and side setbacks in H120

Town Planner Sinatra indicated that the Building Code Ordinance regarding maximum wall frontage had been amended in 2012 and Vice Mayor Karukin requested that this be looked into a little further.

Vice Mayor Karukin expressed his concern regarding large size buildings and their fit in the town as well as other issues such as building frontage, spacing between buildings and parking. Vice Mayor Karukin suggested some options regarding building masses and Town Planner Sinatra presented diagrams of three different scenarios. The Commission discussed the options and Vice Chair Glynn had concerns about placing too much of a limit on architecture and how it could adversely affect the design. Guest Speaker Commissioner Joe Grubart gave some input regarding side setbacks and suggested the Board consider different size

breezeways between buildings. Public Speaker Jorge Gutierrez gave some suggestions as to setbacks and building size and design. Vice Chair Glynn asked Board Liaison Mayor Dietch for his thoughts on new development. Town Planner Sinatra will do more research regarding parking and Chair Lecour suggested that recommendations be presented at the joint Commission and Planning and Zoning Board Workshop scheduled for September.

B. Veterinary Clinics

Vice Chair Peter Glynn suggested the Board move forward on the issue. Public speakers Ann Findlay, Kenny Stone, David Carmona, DVM and Vice Mayor Karukin all spoke in favor of a Veterinary Clinic and thanked the Board for their positive feedback. After some discussion and based on previous discussions at the Commission Meeting and previous Board Meeting, Chair Lindsay Lecour suggested an ordinance be drafted. Board Member Jennifer Dray made a motion that Town Planner Sarah Sinatra drafts an ordinance addressing the issues. The motion received a second from Vice Chair Peter Glynn and all voted in favor.

6. FUTURE AGENDA ITEMS:

A. Capital Improvement Element update (Sept)

B. Sign Code

The Board strongly feels that the Commission considers adding revenues into the 2014 budget for sign codes. Board Member Dray indicated the importance of design code especially in the retail district.

C. Satellite Dishes (Oct)

D. Solar Panels (Sept)

E. Dimensions of parking spaces (Oct)

F. Pyramiding effects of stepbacks (Joint Meeting Workshop)

Chair Lindsay Lecour directed staff to coordinate a joint meeting with the Commission within the next few days.

G. Planning and Zoning Board Meetings

The Planning and Zoning Board meetings were changed for the month of October, November and December to accommodate for different events and holidays. The new scheduled Planning and Zoning Board Meeting dates will be October 24, November 21 and December 19, 2013.

7. PERMITS ISSUED AND REVENUE REPORT FOR JULY 2013.

8. ADJOURNMENT.

There being no further business to come before the Planning and Zoning Board, the meeting adjourned at 9:06 p.m.

Accepted this 2nd day of October, 2013

Attest:



Sandra Novoa
Town Clerk



Chair Lindsay Lecour