



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD**

**AGENDA  
JUNE 27, 2013  
7:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES:           JANUARY 31, 2013 (DEFERRED)  
  MAY 30, 2013 (ATTACHED)**
- 4. PLANNING AND ZONING APPLICATIONS:**
  - A. Request of the Owner of Property located at 9281 Carlyle Avenue  
The applicant is requesting to replace her roof with a metal roof.**
  - B. Request of the Owner of Property located at 1452 Biscaya Drive  
The applicant is requesting to replace their roof with a metal roof.**
  - C. Request of the Owner of Property located at 700 95 Street  
The applicant is requesting to build a trellis in their backyard.**
  - D. Request of the Owner of Property located at 9473 Bay Drive  
The applicant is requesting to build a trellis in their backyard.**
  - E. Request of the Owner of Property located at 1025 88 Street  
The applicant is requesting to build a carport at their single family home.**
  - F. Request of the Owner of Property located at 9300 Bay Drive  
The applicant is requesting to remodel the façade of their single family home**
  - G. Request of the Owner of Property located at 9116 Byron Avenue  
The applicant is requesting to install a sliding gate at the front entrance of their  
single family home.**
  - H. Request of the Owner of Property located at 9535, 9538 and 9540 Harding  
Avenue  
The applicant is requesting to remodel the building façade.**

**5. DISCUSSION ITEMS:**

**A. Sheds and trellises**

**B. Carports**

**C. Signs**

**6. FUTURE AGENDA ITEMS:**

**A. Code change to require easement dedication for the hard pack**

**B. Capital Improvement Element update**

**C. Solar Panels**

**D. Dimensions of parking spaces**

**7. WORKSHOP ITEMS:**

**E. Continuous wall frontage**

**F. Pyramiding effects of setbacks**

**G. Side setbacks as a percentage of lot frontage**

**8. REPORT OF PERMITS ISSUED/REVENUE REPORT FOR MAY 2013.  
[To be delivered separately]**

**9. ADJOURNMENT.**

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-893-6511 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING. HEARING IMPAIRED PERSONS MAY CONTACT THE TDD LINE AT 305-893-7936. IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE TOWN OF SURFSIDE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE TOWN CLERK, TOWN OF SURFSIDE TOWN HALL, 9293 HARDING AVENUE. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE TOWN CLERK AT 305-861-4863.

TWO OR MORE MEMBERS OF TOWN COMMISSION OR OTHER TOWN BOARDS MAY ATTEND AND PARTICIPATE AT THIS MEETING. THESE MEETINGS MAY BE CONDUCTED BY MEANS OF OR IN CONJUNCTION WITH COMMUNICATIONS MEDIA TECHNOLOGY, SPECIFICALLY, A TELEPHONE CONFERENCE CALL. THE LOCATION 9293 HARDING AVENUE, SURFSIDE, FL 33154, WHICH IS OPEN TO THE PUBLIC, SHALL SERVE AS AN ACCESS POINT FOR SUCH COMMUNICATION.



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD  
MINUTES  
MAY 30, 2013  
7:00 PM**

**1. CALL TO ORDER**

Chair Lecour called the meeting to order at 7:00 pm.

**2. ROLL CALL**

Town Clerk Sandra Novoa called the roll with the following members present: Board Member Jennifer Dray, Board Member Carli Koshal, Board Member Armando Castellanos and Chair Lecour. Vice Chair Peter Glynn was absent.

**3. APPROVAL OF MINUTES:            JANUARY 31, 2013 (DEFERRED)  
   APRIL 25, 2013 (ATTACHED)**

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

**4. PLANNING AND ZONING APPLICATIONS:**

**A. Request of the Owner of Property located at 9332 Abbott Avenue**

The applicant is requesting to build a new single family home.

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board. Architect Jorge Gutierrez presented the item to the Planning and Zoning Board. Board Member Koshal made a motion to approve with staff recommendations. The motion received a second from Board Member Castellanos and all voted in favor.

**B. Request of the Owner of Property located at 9408 Byron Avenue**

The applicant is requesting to build a new single family home.

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board. Applicant Salomon Reines presented the item and spoke in favor. Board Member Dray made a motion to approve with staff recommendations which are to provide at least five trees of two different species. The motion received a second from Board Member Castellanos and all voted in favor.

**C. Request of the Owner of Property located at 9300 Bay Drive**

The applicant is requesting to build a new front entrance.

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board. Applicant Kenneth E. Hubbs presented the item.

Board Member Dray stated that she is happy that they are renovating the house but she would like to see something different done to the house.

Chair Lecour recommended removal of the brown color and do something with the entryway.

Board Member Dray stated that the applicant should consider using a different material because wood deteriorated quicker.

After some discussion Board Member Castellanos made a motion to defer the item to the June 27, 2013 Planning and Zoning Board meeting. The motion received a second from Board Member Dray and all voted in favor.

**D. Request of the Owner of Property located at 9536, 9538, 9540 Harding Avenue**

The applicant is requesting to remodel the building façade.

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board. Applicant presented the item.

Board Member Koshal would like the Town to make sure that if this project moves forward the design is compatible with the similar one that was approved at an earlier meeting.

Chair Lecour would like to see more green, maybe a climbing vine to hide the fence.

Duncan Tavares, TEDACS Director spoke on the item and asked the applicant to be mindful when placing their awning and not to go only by what the Town code states but to also have in mind that the Town will be planting new trees in the Downtown area.

Town Planner Shelley Eichner would rather have the applicant come back with all the changes so the board has a chance to look at the new rendering with the new changes.

Board Member Dray made a motion to approve with the following conditions and bring back to the board:

- Screening and adding landscape to the electrical meter
- Undergrounding utilities in the alley
- Add more landscape to the rear and make it taller
- Make the front column between the office space the same width
- Rear façade to be open to the length of the building
- Provide three separate awnings
- Place the sign below the eyebrows
- Remove the color and use LED lighting instead

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

**E. Request of the Owner of Property located at 8827 Emerson Avenue.**

The applicant is requesting to build an addition to an existing single family home.

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board. Applicant presented the item.

Board Member Koshal made a motion to approve with staff recommendations. The motion received a second from Board Member Dray and all voted in favor.

**5. PLANNING AND ZONING ORDINANCE:**

**A. Comp Plan Text Amendment** *(title included below on page 2)*

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE FUTURE LAND USE ELEMENT OF THE TOWN OF SURFSIDE COMPREHENSIVE PLAN BY AMENDING POLICY 1.1 TO INCLUDE NUMBER OF STORIES IN HEIGHT LIMITATION IN ALL FUTURE LAND USE MAP CATEGORIES AND TO ADD PLACES OF PUBLIC ASSEMBLY USES IN ACCORDANCE WITH POLICY 10.6 TO THE LOW DENSITY RESIDENTIAL, MODERATE DENSITY RESIDENTIAL/TOURIST AND GENERAL RETAIL/SERVICES FUTURE LAND USE MAP CATEGORIES AND BY ADDING POLICY 10.6 TO PROVIDE FOR LAND DEVELOPMENT REGULATIONS THAT ALLOW REASONABLE RELIEF FOR RELIGIOUS USES; PROVIDING A SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Planner Shelly Eichner presented the item to the Planning and Zoning Board.

Vice Mayor Karukin spoke on the item and presented a PowerPoint presentation regarding Intensity/Density limits in the comprehensive plan and a discussion took place.

After some discussion Board Member Koshal made a motion to proceed and recommend approval to the Town Commission. Also to bi-furcate the ordinance and eliminate policy 1.1 that includes number of stories in height limitation in all future land use map categories. The motion received a second from Board Member Dray and all voted in favor

## **6. DISCUSSION ITEMS:**

### **A. Discussion of “Paseo” at 9536, 9538, 9540 Harding Avenue**

Duncan Tavares, TEDACS Director presented the item. He explained that the Downtown Advisory Committee looked at it and they thought it was a great idea. He stated that the original build out will be the Town’s responsibility and the estimated cost from the Building Official is \$300,000 to build the passage way that will be six (6) feet wide by one hundred (100) feet long. Then the Town will enter into a ten (10) year lease agreement at a fixed rate of \$120.00 per square foot per year which is an approximately \$6,000 per month or \$72,000 yearly.

No one made a motion to move forward with this project.

### **B. Discussion of Planning and Zoning Board Membership and Alternatives**

Interim Assistant Town Attorney Sarah Johnston presented the item to the Board. She stated that the Town has been unable to find an Architect to sit on the Board and she explained the different options available.

Mayor Dietch suggested and asked if it is possible to use non licensed Architects. Meaning Architects that have the proper education and training from another country.

Board Member Dray asked if that person could be an ex-officio position and that will eliminate the need of adding two more seats to the board.

After some discussion the Board will give the Town Commission one month to identify potential candidates and directed the Legal Department to draft a resolution to remove the license requirements and add the ex-officio position.

## **7. FUTURE JOINT WORKSHOPS WITH THE TOWN COMMISSION:**

### **A. Fences, Walls and Hedges**

### **B. Signs and Awnings in Business District**

### **C. Massing and Zoning Discussion**

Vice Mayor Karukin would like the Board to discuss the items and make the necessary recommendations to the Town Commission instead of waiting for a joint meeting.

After some discussion the Board decided that the massing and zoning discussion should be a priority and scheduled separately sometime in July. It was the Board’s agreement that the easement hard pack could be discussed at a regular meeting. The fences, walls and hedges the Board will piggy back on the Town Commission workshop that will be schedule shortly.

The signs and awnings, solar panels and the parking spaces dimensions in business district should be discussed during another meeting maybe in the middle of a month.

**8. REPORT OF PERMITS ISSUED/REVENUE REPORT FOR APRIL 2013.**

No action taken

**9. ADJOURNMENT.**

There being no further business to come before the Planning and Zoning Board, the meeting adjourned at 10:21 p.m.

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2013

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

Attest:

\_\_\_\_\_  
Sandra Novoa, CMC  
Town Clerk



## MEMORANDUM

To: Planning and Zoning Board  
Thru: Michael Crotty, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Interim Town Attorney  
Date: June 27, 2013  
Re: 9281 Carlyle Avenue

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The property located at 9281 Carlyle Avenue is within the H30B zoning district. The applicant is requesting replacing their existing roof with a metal roof.

Staff has reviewed the current application for consideration by the Planning and Zoning Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines standards, along with the results of the review
- Staff Recommendation







**Town of Surfside Zoning Code, Applicable Requirements**

***Sec. 90.50 Architecture and roof decks***

	<b>Required</b>	<b>Proposed</b>
Roof Material	(a) Clay tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is granted approval by the Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	Metal

**Town of Surfside Design Guidelines, Applicable Requirements**

***Roof Materials, Types, and Slopes***

<b>Required</b>	<b>Proposed</b>
Restricted materials for roofs are pre-determined in the Town’s Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile; 3. Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is first approved by the planning and zoning board; and 4. Metal.	Metal

**Recommendation**

Staff recommends approval.



## MEMORANDUM

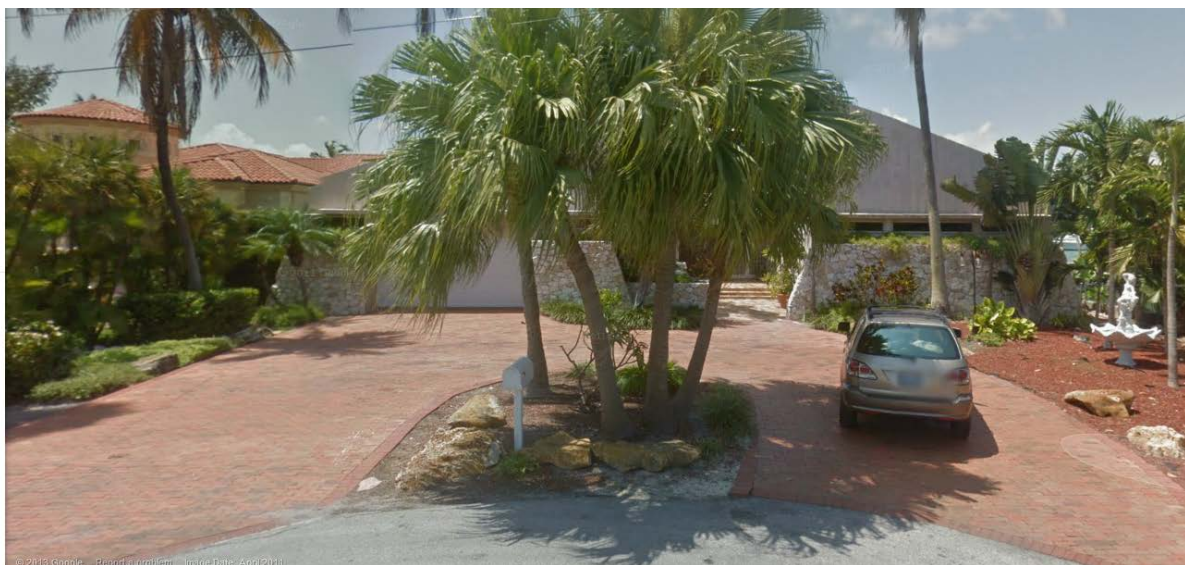
To: Planning and Zoning Board  
Thru: Michael Crotty, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Interim Town Attorney  
Date: June 27, 2013  
Re: 1452 Biscaya Drive

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The property located at 1452 Biscaya Drive is within the H30A zoning district. The applicant is requesting replacing their existing roof with a new metal roof. The applicant was initially requesting an asphalt shingle roof which was previously reviewed by the board in February 2013 and approved with the condition that the applicant provide tile rather than shingle. The applicants structural engineer has found that the roof cannot support tile, but can support metal. Therefore, a standing seam metal roof is being requested.

Staff has reviewed the current application for consideration by the Planning and Zoning Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines standards, along with the results of the review
- Staff Recommendation





**Town of Surfside Zoning Code, Applicable Requirements**

**Sec. 90.50 Architecture and roof decks**

	<b>Required</b>	<b>Proposed</b>
Roof Material	(a) Clay tile; (b) White concrete tile; (c) Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is granted approval by the Design Review Board; (d) Architecturally embellished metal if granted approval by the Design Review Board; or (e) Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.	Metal

**Town of Surfside Design Guidelines, Applicable Requirements**

**Roof Materials, Types, and Slopes**

<b>Required</b>	<b>Proposed</b>
Restricted materials for roofs are pre-determined in the Town’s Building Code, which restricts roofing materials to: 1. Clay tile; 2. White concrete tile; 3. Solid color cement tile which color is impregnated with the same color intensity throughout, provided said color is first approved by the planning and zoning board; and 4. Metal.	Metal

**Recommendation**

Staff recommends approval.



## MEMORANDUM

To: Planning and Zoning Board  
 Thru: Michael Crotty, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Interim Town Attorney  
 Date: June 27, 2013  
 Re: 700 95<sup>th</sup> Street - Trellis

The property located at 700 95<sup>th</sup> Street has submitted an application for a wood trellis located at the rear of the structure. The property is within the H30A zoning district.



### **Sec. 90-45 Setbacks**

Minimum Setback		Provided
Interior side (lots over 50 feet in width)	10% of the frontage (5.3 Feet)	5.3 Feet
Rear	20 Feet	35 Feet
Secondary frontage (Corner only)	10 Feet	10 Feet

### **RECOMMENDATION**

Staff recommends approval.



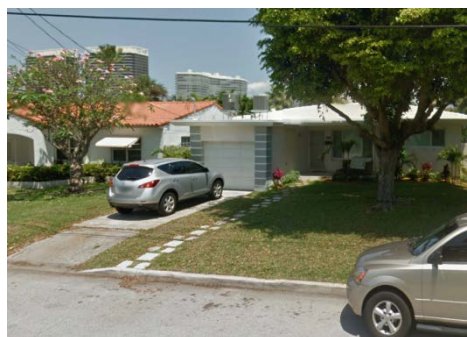
## MEMORANDUM

To: Planning and Zoning Board  
 Thru: Michael Crotty, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Interim Town Attorney  
 Date: June 27, 2013  
 Re: 9473 Bay Drive - Trellis

The property located at 9473 Bay Drive has submitted an application for an aluminum trellis located at the rear of the structure. The property is within the H30B zoning district.

### **Sec. 90-45 Setbacks**

Minimum Setback		Provided
Interior side	5 Feet	10 Feet
Rear	20 Feet	20 Feet



### **RECOMMENDATION**

Staff recommends approval.





## MEMORANDUM

To: Planning and Zoning Board  
Thru: Michael Crotty, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Interim Town Attorney  
Date: June 27, 2013  
Re: 1025 88<sup>th</sup> Street  
New Carport Canopy

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The property is located at 1025 88<sup>th</sup> Street within the H30B zoning district. The applicant is requesting installation of a white carport canopy.

Staff has reviewed the current application for consideration by the Design Review Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Staff Recommendation





## Town of Surfside Zoning Code, Applicable Requirements

### Sec. 90-58. - Carport canopies.

Requirement	Proposed
(1) Such canopy shall not exceed 20 feet in length, nor ten feet in width.	Canopy is 19 feet long and 20 feet wide. <b>This does not meet the Zoning Code requirements.</b>
(2) The height of such canopy shall not exceed ten feet.	Height is 12 feet. <b>This does not meet the Zoning Code requirements.</b>
(3) The height of the side openings shall be at least six feet, three inches.	Height of side openings is seven feet and six inches.
(4) Such canopy shall be subject to the following minimum setbacks: a. <i>Rear</i> : Five feet.  b. <i>Interior side</i> : Five feet.  c. <i>Primary (front) and secondary (corner)</i> : Two feet.  d. <i>Rear of street curb</i> : Seven feet.	a. Not applicable. Canopy is in front of the residence.  b. Interior side setback is 5 feet.  c. Front setback is 17.5 feet  d. Not applicable. Canopy is in front of the residence.
(5) A canopy shall at all times remain open on all four sides, if free standing, and open on three sides if attached to the main building.	Canopy is open on all sides.
(6) The area under a canopy must be entirely paved by an approved paving material.	There are existing pavers in the parking area where canopy will be installed.
(2) The framework height shall be a maximum of ten feet and a minimum of seven feet above grade. No uprights shall be installed closer than two feet from the front lot line.	Framework height is 7 feet and 6 inches. The canopy is approximately 17.5 feet from the front lot line.



## RECOMMENDATION

The zoning code only permits a 10 foot wide canopy. However, the code provides construction standards for canopies up to 20 feet wide. The code permits two car driveways between 18 and 24 feet in width, depending on the lot frontage. At this time, if a home with a two car driveway requests a carport canopy, the carport will either need to be cantilevered over the driveway or break up the middle of the driveway to provide the support posts. Therefore, staff recommends the Planning and Zoning Board direct staff to prepare an ordinance requesting a code modification that carport canopies cannot exceed the width of a driveway.

If the Planning and Zoning Board requests this code modification, staff recommends the following condition of approval:

- a. Reduce canopy by two feet in height to a maximum of ten feet per code section 90-58(2).

If the Planning and Zoning Board does not wish to proceed with this amendment, staff recommends the following conditions of approval

- a. Reduce the width of the canopy to 10 feet per code section 90.58(1)
- b. Reduce canopy by two feet in height to a maximum of ten feet per code section 90-58(2).

Below are images of the proposed double carport and the permitted single carport:







## MEMORANDUM

To: Planning and Zoning Board  
 Thru: Michael Crotty, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Interim Town Attorney  
 Date: June 27, 2013  
 Re: 9300 Bay Drive Adding Covered Porch and Entry

The property located at 9300 Bay Drive is within the H30A zoning district. The applicant is modifying the residential structure by adding a porch/covered entry, a porch on the rear of the building and new doors and windows which will match the existing materials. The Planning and Zoning Board reviewed this application during the May 2013 meeting. The application was deferred to the June meeting to allow the applicant to make modifications to their proposal. The Board requested that the brown banding be removed and that the wood finishes on the porches be replaced by a stainless material consistent with the style of home, such as a New Orleans or Key West Style.

The applicant submitted revised plans indicating the porches will be stucco and painted to match the building, which is a different theme than what was proposed by the Planning and Zoning Board. The applicant is also proposing to paint the home brown, while painting the garage and other trim a contrasting light color.

In April 2011, the Planning and Zoning Board approved an application for major improvements to the home; however the applicant has since scaled back those improvements due to structural issues with the home. The applicant has filed permits with the Building Department to repair those structural issues, including interior renovations.

### Existing Condition:



Staff has reviewed the current application for consideration by the Planning and Zoning Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Applicable Design Guidelines, along with the results of the review
- Staff Recommendation

### Standards/Results

#### Town of Surfside Zoning Code, Applicable Requirements

##### **Sec. 90.45 Setback**

<b>H30A</b>	<b>Percentage</b>	<b>Proposed</b>
Primary frontage	20 feet	32.3 feet
Secondary frontage (Corner only)	10 feet	10.6 feet
Interior side (lots over 50 feet in width)	6.3 feet	5 feet*

\*Existing legal non-conforming setback and no change proposed to this side of the home.

##### **Sec. 90.47.5 Building entrance porches**

<b>Building entrance porches</b>	<b>Required</b>	<b>Proposed</b>
May extend or project into the required front or side yard no more than 6 feet and required 2 foot setback.	6 feet encroachment (maximum) 2 feet setback (minimum)	0 feet encroachment

##### **Sec. 90.48.3**

<b>Waterfront regulations H30A</b>	<b>Required</b>	<b>Proposed</b>
Setbacks	No building shall be erected within 50 feet of the sea wall on Biscayne Bay	Proposed addition is not within 50 feet of the sea wall.

##### **Sec. 90.49 Lot standards**

<b>Lot Standards H30A</b>	<b>Required</b>	<b>Proposed</b>
Pervious area	35% (minimum)	60%
Maximum Lot Coverage	40%	28.5%

##### **Sec. 90.50.1 Architecture and roof decks**

	<b>Required</b>	<b>Proposed</b>
Unique Elevation	A unique elevation from the main buildings of the adjacent two (2) homes shall be created through the modulation of at least three (3) of the following architectural features: (a) Length, width and massing of the structure; (b) Number of stories; (c) Façade materials; (d) Porches and other similar articulation of the front façade;	The applicant is proposing a front porch, which will be the same color and materials as the remainder of the home.

	(e) Number and location of doors and windows; and (f) Roof style and pitch.	
Wall openings	All elevations for new structures and multi-story additions (additions greater than 15 feet in height) shall provide for a minimum of ten-percent wall openings including windows, doors or transitional spaces defined by porches, porticoes or colonnades.	All elevations have 10% wall openings. New front porch proposed.

### **Town of Surfside Adopted Residential Design Guidelines**

#### ***Building Massing***

<b>Required</b>	<b>Proposed</b>
Building forms should be varied enough to avoid monotony and to avoid pyramidal massing and should be compatible with surrounding houses.	Consistent

#### ***Transparency and Void Requirements***

<b>Required</b>	<b>Proposed</b>
All elevations should provide for a minimum of 10% wall openings. Wall openings should be defined as either windows, doors or transitional spaces defined by porches, porticoes or colonnades.	Minimum 10% wall openings provided. Front porch entryway is proposed.
New windows should be placed to avoid direct views into existing neighboring windows.	Applicant shall state if windows avoid views into existing neighboring properties.

#### ***Main Entries***

<b>Required</b>	<b>Proposed</b>
Prominent and oriented to the street	Main entry provided.
Rendered in appropriate scale for the block as well as the individual building	Appropriate.
Entry feature should not extend above the eave line of the structure	The entry feature does not extend above the eave line.
Should not be obstructed from view by fences, landscaping or other visual barriers	Not obstructed from view.

#### ***Decorative Features***

<b>Required</b>	<b>Proposed</b>
Decorative features such as porch or balcony rails and columns, other columns and capitals, window sills and any other	Consistent

decorative elements should be stylistically consistent throughout the entire building.	
Decorative features should be stylistically consistent throughout the entire building.	Consistent

### ***Overall Architectural Style***

<b>Required</b>	<b>Proposed</b>
The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.	Consistent

### ***Windows and Trims***

<b>Required</b>	<b>Proposed</b>
Window styles should always be consistent among all elevations of a building.	Consistent
Frame materials should never vary on a single building.	Consistent
Window, door and eave trim should be consistent on all elevations of the house	Consistent

### ***Priority Lots – Waterfront Properties***

<b>Required</b>	<b>Proposed</b>
Wall finish treatments are consistent on all sides of the building.	Style is consistent on all sides of home and among the roof portions.
There is provided sufficient fenestrations on front and flanking elevations displaying balanced proportions.	Windows are found throughout the house. Although some are vertical and some are horizontal, they are all compatible with the overall style of the house.
Highly articulated flanking elevations are required to avoid flat, blank, or uninteresting facades.	Flanking elevations are present in the home's design.
Roof forms should be enhanced.	Roof has a slight overhang throughout.
Rear elevations should be upgraded to include detailing and window treatment consistent with the front and flanking elevations.	New details and window treatments are consistent with the front and flanking elevations.
Garages should be recessed with the front entrance feature.	Garage is existing and recessed.
Front elevations should engage the street and should not be obstructed behind dense landscaping, carports or excessive setbacks.	Front elevation and entrance is prominent.
Building mass and volume distribution should be distributed so as to not create imposing structures abutting the street or abutting properties.	Building mass and volume distribution is distributed appropriately. The addition does not create an imposing structure.
Distinctive corner architectural elements should be employed where architecturally appropriate.	Proposed design attempts to fill in void at corners covered entries that will provide greater articulation of the façade.
Special attention to the exterior color package is required to compliment the use of upgraded materials, such as stone, and finishes.	Colors are not identified in the plans but the rendering shows a brown as the primary color with a light color for the garage and trim.

**Recommendation**

Staff recommends approval with the following conditions:

- 1) Provide landscaping along south side of the home. Details should be provided on plans submitted for permitting.
- 2) The plans indicate stucco will be utilized for the porch to match the home. Provide greater detail on the building permit package of the proposed materials for the porch.



# MEMORANDUM

To: Planning and Zoning Board  
 Thru: Michael Crotty, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Interim Town Attorney  
 Date: June 27, 2013  
 Re: 9116 Byron Avenue

The property located at 9116 Byron Avenue has submitted an application for an aluminum sliding gate to be located at the front property line, with a sliding gate. Staff has concerns about the sliding gate at the property line. Vehicles could be stacked on Byron Avenue while the gate is opening, rather than being stored on the property. The distance from the sliding gate to the back of pavement is approximately seven feet. 18 feet is necessary to store a vehicle.



**Sec. 90-56.4 Front yard and corner yard fences and ornamental walls—Table.**

Frontage	Maximum Height (Feet)	Maximum Opacity (Percent)
Less than or equal to 50 ft in width	4 ft	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent

The Zoning Code requires two off-street parking spaces per single family home. A tandem parking space (one vehicle behind the other vehicle) is required to

have a minimum of 16 feet in length. Therefore, the minimum length of a driveway to accommodate a tandem parking space is 32 feet. The existing driveway is 30 feet, and is therefore considered non-conforming the addition of a sliding gate will impact the driveway by further reducing the size of the driveway length.

### **RECOMMENDATION**

Staff recommends denial.



## MEMORANDUM

To: Planning and Zoning Board  
 Thru: Michael Crotty, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Interim Town Attorney  
 Date: June 27, 2013  
 Re: 9536, 9538 and 9540 Harding Avenue Building Façade Improvements

The property located at 9536, 9538 and 9540 Harding Avenue is within the SD-B40 zoning district. The applicant is requesting to redesign the existing building façade. Currently, the building consists of three bays, including Subway, Creative Framing and a hair salon. The proposed plan will upgrade the front and rear façade of the building and combine two bays (Creative Framing and the hair salon) into office space. The design of the building proposes a new parapet wall with openings and lighting for an upgraded look and the removal of the existing eyebrow.



The Planning and Zoning Board reviewed this application at the May 2013 meeting. The Board requested a number of changes of the applicant, including the following:

1. Provide greenery in the rear of the building.
2. Underground the utilities in the alley.
3. Provide three separate awnings for the three bays. The depth based on the trees in front of the awning.
4. Provide signs above the eyebrows.
5. Provide rear façade openings.
6. Remove the green color and use LED lighting.





- 7. Expand the fenestration in the office to be symmetrical.
- 8. Remove the wood fence in the rear and provide landscape screening.

Staff has reviewed the current application for consideration by the Design Review Board. In this report Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Staff Recommendation including confirmation of compliance with the Planning and Zoning Board’s requests.

### STANDARDS / RESULTS

#### Town of Surfside Zoning Code, Applicable Requirements

##### Sec. 90.43 Maximum Building Heights

Zoning Designation	Permitted Maximum Height	Proposed
SD-B40	40 Feet	20 Feet

##### Sec. 90.41(c) Regulated uses.

Regulated Uses	Permitted	Proposed
SD-B40	Restaurant, Office, Retail	Restaurant, Office

##### Sec. 90-49.3 Materials and finishes.

	Permitted	Proposed
<b>Materials and finishes</b>	<p>1. The surface shall be stucco, stone, metal, glass block and accent wood. Materials vernacular or characteristic to other regions including but not limited to flagstone and adobe shall be prohibited.</p> <p>2. Materials shall be true and genuine, rather than simulated. Multiple storefronts within a larger building shall have consistent material qualities and articulation.</p>	<p>1. The proposed façade is painted stucco.</p> <p>2. Materials are true and genuine. Materials are consistent with neighboring stores.</p>



**Sec. 90.67 Service Areas and Mechanical Equipment**

	<b>Required</b>	<b>Proposed</b>
<b>Mechanical Equipment</b>	Service bays and mechanical equipment shall be architecturally screened	The service area is proposed to be architecturally screened and the rear of the building is being upgraded so that a true rear entrance will be provided.

**Sec. 90-71.1 Signage**

<b>Zoning District</b>	<b>Permitted</b>	<b>Proposed</b>
<b>SD-B40</b>	<p>One square foot for each running foot of frontage of the lot or portion of lot upon which the operating enterprise is located:</p> <p>25 square feet for Subway 34 square feet for Office</p>	<p>25 square feet for Subway 34 square feet for Office</p>

**Staff recommendation**

The revised application did not address the green color in the front façade. Staff recommends approval with the following condition of approval:

1. Underground the utilities in the alley.
2. Address the green color in the front façade with the Planning and Zoning Board.