



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD  
AND  
DESIGN REVIEW BOARD MEETING**

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

**DECEMBER 17, 2015  
7:00 PM**

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**AGENDA**

**DESIGN REVIEW BOARD**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES: **NOVEMBER 19, 2015****

**4. DESIGN REVIEW BOARD APPLICATIONS:**

**A. Request of the Owner of Property located at 525 92 Street**

The applicant is requesting to build an addition to the front of the house.

**B. Request of the Owner of Property located at 9559 Harding Avenue**

The applicant is requesting to replace an existing cabinet sign.

**C. Request of the Owner of Property located at 225 95 Street**

The applicant is requesting a reverse channel sign for a new restaurant.

**D. Request of the Owner of Property located at 9013 Dickens Avenue**

The applicant is requesting to add a four foot high decorative picket style fence with two rolling gates at the front of the property.

**E. Request of the Owner of Property located at 9200 Bay Drive**

The applicant is requesting to add a pre-fabricated shed to the rear of the property.

**5. ADJOURNMENT.**

**PLANNING AND ZONING BOARD**

**AGENDA**

**DECEMBER 17, 2015**

**7:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES: NOVEMBER 19, 2015**
- 4. ORDINANCES:**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING TO IMPLEMENT THE CORRIDOR ANALYSIS PROPOSALS FOR THE AREA BETWEEN COLLINS AND HARDING AVENUES FROM 94<sup>TH</sup> STREET TO 88<sup>TH</sup> STREET; AMENDING SECTION 90-2 “DEFINITIONS”; AMENDING SECTION 90-44 “MODIFICATIONS OF HEIGHT REGULATIONS”; AMENDING SECTION 90-44.2; AMENDING SECTION 90-45 “SETBACKS”; AMENDING SECTION 90-50 “ARCHITECTURE AND ROOF DECKS”; AMENDING SECTION 90-50.1 “ARCHITECTURE”; AMENDING SECTION 90-51 “MAXIMUM FRONTAGE OF BUILDINGS”; AMENDING SECTION 90-61 “PAVING IN FRONT AND REAR YARDS IN H31 AND H40 DISTRICTS”; AMENDING SECTION 90-61.2 “CURB CUTS FOR PROPERTIES FRONTING ON COLLINS AVENUE HARDING AVENUE AND EVERY EAST-WEST STREET IN BETWEEN COLLINS AVENUE AND HARDING AVENUE, EXCLUDING H30B DISTRICT PROPERTIES”; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**AN ORDINANCE OF THE TOWN OF SUFSIDE, FLORIDA AMENDING ARTICLE VI “SIGNS” OF CHAPTER 90 ZONING” OF THE TOWN OF**

**SURFSIDE CODE OF ORDINANCES; SPECIFICALLY AMENDING SECTION 90-69 “DEFINITIONS”; SPECIFICALLY AMENDING SECTION 90-74 “TEMPORARY SIGNS”; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING SECTION 90-51 MAXIMUM FRONTAGE OF BUILDINGS AND SPECIFICALLY AMENDING SECTION 90-51.1 CONTINUOUS WALL FRONTAGE OF 150 FEET IN THE H120 DISTRICT; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**5. DISCUSSION ITEMS:**

**1. Residential zoning district – Massing Study**

**2. Future Agenda Items**

**6. 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  
AND  
DESIGN REVIEW BOARD MEETING**

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

**NOVEMBER 19, 2015  
7:00 PM**

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**MINUTES**

**DESIGN REVIEW BOARD**

**1. CALL TO ORDER**

Vice Chair Jacob Kligman called the meeting to order at 7:01 pm.

**2. ROLL CALL**

Recording Clerk Nissa Benjamin called the roll with the following members present: Vice Chair Jacob Kligman, Board Member Jorge Gutierrez, Board Member James Mackenzie, Board Member Moshe Rubenstein, and Board Member Peter Glynn. Chair Lindsay Lecour and Board Member Armando Castellanos were absent. Liaison, Commissioner Cohen was absent.

**3. APPROVAL OF MINUTES: **OCTOBER 29, 2015****

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Gutierrez and all voted in favor with Chair Lecour and Board Member Castellanos absent.

**4. DESIGN REVIEW BOARD APPLICATIONS:**

**A. Request of the Owner of Property located at 9048 Dickens Avenue**

The applicant has begun converting their garage to additional living space and is requesting after-the-fact approval. The applicant is replacing the garage door with a wall and window as well as adding a two car driveway to the property.

Town Planner Sarah Sinatra presented the item.

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Gutierrez and all voted in favor with Chair Lecour and Board Member Castellanos absent.

**B. Request of the Owner of Property located at 9472 Harding Avenue**

The applicant is requesting to install and LED illuminated push through sign with an aluminum backing for a restaurant, Villa Castelli Ristorante.

Town Planner Sarah Sinatra presented the item. The applicant spoke giving more details of the sign and answered questions from the Board.

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

**C. Request of the Owner of Property located at 9200 Collins Avenue**

The applicant is requesting to install a monument sign on the corner of Collins Avenue and 92<sup>nd</sup> Street, one wall sign on the façade facing Harding Avenue and a channel letter sign mounted on the canopy facing 92<sup>nd</sup> Street.

Town Planner Sarah Sinatra presented the item. Staff is not recommending the south facing sign and Planner Sinatra explained the south facing sign does not meet code.

The Board discussed the signs being presented and a representative for the applicant spoke in favor of all the signs being proposed. The Board suggested the applicant come back with a different option for the sign on the south side.

Board Member Glynn made a motion to approve two signs at the west and east end of 9200 Collins Avenue and denial of the south-facing sign. The motion received a second from Board Member Gutierrez and all voted in favor with Chair Lecour and Board Member Castellanos absent.

**5. ADJOURNMENT.**

There being no further business to come before the Design Review Board the meeting adjourned at 7:21p.m.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

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

Attest:

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk

**PLANNING AND ZONING BOARD**  
**AGENDA**  
**NOVEMBER 19, 2015**  
**7:00 PM**

**1. CALL TO ORDER**

Vice Chair Jacob Kligman called the meeting to order at 7:21 pm.

**2. ROLL CALL**

Recording Clerk Nissa Benjamin called the roll with the following members present: Vice Chair Jacob Kligman, Board Member Peter Glynn and Board Member Moshe Rubenstein. Chair Lindsay Lecour and Board Member Armando Castellanos were absent. Commissioner Cohen attended as liaison.

**3. APPROVAL OF MINUTES: OCTOBER 29, 2015**

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Glynn and all voted in favor with Chair Lecour and Board Member Castellanos absent.

**4. ORDINANCE:**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING; SPECIFICALLY AMENDING SECTION 90-43 MAXIMUM BUILDING HEIGHTS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the ordinance.

Board Member Glynn made a motion for discussion and the motion received a second from Board Member Rubenstein and all in favor.

Board Member Glynn made a motion to recommend to the Town Commission, The motion received a second from Board Member Rubenstein and all voted in favor with Chair Lecour and Board Member Castellanos absent.

**5. DISCUSSION ITEMS:**

**1. Second floor balconies**

Town Planner Sinatra asked for direction before going forth with an ordinance.

Town Planner Sinatra presented details of the ordinance. After some discussion Planner Sinatra will come back with an ordinance for review.

**2. Future Agenda Items**

**6. ADJOURNMENT.**

There being no further business to come before the Design Review Board the meeting adjourned at 7:29 p.m.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Attest:

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

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk



## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: December 17, 2015  
Re: 525 92<sup>nd</sup> Street

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The property is located at 525 92<sup>nd</sup> Street, within the H30B zoning. The applicant is proposing the construction of one story addition to the front of the home.



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



## STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements**Sec. 90.43 Maximum building heights**

Height	Required Maximum	Proposed
H30B	30 feet	16 feet

**Sec. 90-45. Setbacks**

<i>H30B</i>	<i>Required</i>	<i>Proposed</i>
<i>Maximum Lot Coverage</i>	40%	33%
<i>Primary Frontage</i>	Minimum 20 feet	20 feet
<i>Street side</i>	Minimum 10 feet	10 feet

**Sec. 90.49 Lot standards**

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	55 feet
Minimum lot area	5,600 square feet	6,187 square feet
Maximum lot coverage	40%	33%
Pervious area	35% (minimum)	35%

**Sec. 90.50 Architecture and roof decks**

	Required	Proposed
Wall openings	10% for all elevations	Exceeds 10% wall openings for each elevation.
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 if 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.	Tile proposed to match existing.

## 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

### ***Main Entries***

<b>Required</b>	<b>Proposed</b>
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Consistent
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	Main entry is not obstructed from view.

### ***Decorative Features***

<b>Required</b>	<b>Proposed</b>
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

### ***Wall Materials and Finishes***

<b>Required</b>	<b>Proposed</b>
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	The building will be stucco.

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

<b>Required</b>	<b>Proposed</b>
Roof types and slopes should be generally the same over all parts of a single building.	Consistent
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;	Tile is proposed to match existing.

<p>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.</p>	
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**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.	No variation.
Window, door and eave trim should be consistent on all elevations of the house	Consistent.

**RECOMMENDATION:**

Staff recommends approval.



## MEMORANDUM

To: Design Review Board  
 Thru: Guillermo Olmedillo, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Town Attorney  
 Date: December 17, 2015  
 Re: 9559 Harding Avenue

The property located at 9559 Harding Avenue is within the SD-B40 zoning district. The applicant is requesting to replace an existing cabinet sign for a channel letter sign..

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
- Staff Recommendation

### STANDARDS / RESULTS

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

##### Sec. 90-73

Signs	Permitted	Proposed
<b>Area</b>	25 square feet	14.58 square feet
<b>Approved word content</b>	Signs may include the following: <ol style="list-style-type: none"> <li>1) Trade name of establishment</li> <li>2) Logo of the establishment</li> <li>3) Nature of business, services rendered or</li> <li>4) Products sold on premises.</li> </ol>	Sign consists of the trade name, as well as authorized dealer. Applicant shall provide evidence that "Authorized Dealer" is part of the trade name or a registered logo. Otherwise, it shall be removed.
<b>Prohibited Word Content</b>	Signs may not include the following: <ol style="list-style-type: none"> <li>1) Any reference to price, except as provided in regards to "window sign."</li> </ol>	No reference to price



<b>Location</b>	With the exception of theater marquees and V-box signs, no sign shall be erected so that any portion thereof shall project over a dedicated street or sidewalk or so that any portion thereof shall project more than five feet from any main building wall.	Sign does not project over the sidewalk or street.
<b>Illumination</b>	All signage, lettering, logos or trademarks shall be required to be lit with white illumination from dusk to dawn. The illumination may be either internal illumination or external illumination, however, all walls below the sign shall be illuminated with white wall wash LED lighting. It shall be located and directed solely at the sign. The light source shall not be visible from or cast into the right-of-way, or cause glare hazards to pedestrians, motorists, or adjacent properties.	The applicant is proposing white LED channel letters.
<b>Individually mounted letter sign</b>	The following types of individually-mounted letter signs shall be permitted. No open face channel letters shall be permitted. <ul style="list-style-type: none"> <li>i. Reverse channel letter.</li> <li>ii. Push-through letter.</li> <li>iii. Pan channel letter.</li> <li>iv. Raceway mounted letter. All exposed raceways must be painted to match finish of wall face of the building.</li> </ul>	The Metro PTS portion of the sign is a raceway mounted sign which meets the code requirements. The "Authorized Dealer" portion of the sign appears to be a cabinet sign. This must be modified to a permitted sign type.

### RECOMMENDATION

Staff recommends approval with the following conditions:

1. Applicant shall provide evidence that "Authorized Dealer" is part of the trade name or a registered logo. Otherwise, it shall be removed.
2. If the applicant provides evidence that "Authorized Dealer" is permitted, the sign shall be a type of individually mounted letter signage, permitted by section 90-73 (a)(3)b1 of the Town Code.



## MEMORANDUM

To: Design Review Board  
 Thru: Guillermo Olmedillo, Town Manager  
 From: Sarah Sinatra Gould, AICP, Town Planner  
 CC: Linda Miller, Town Attorney  
 Date: December 17, 2015  
 Re: 225 95<sup>th</sup> Street

The property located at 225 95<sup>th</sup> Street is within the SD-B40 zoning district. The applicant is requesting reverse channel sign for a new restaurant.

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

### STANDARDS / RESULTS

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

##### Sec. 90-73

Signs	Permitted	Proposed
Area	25 square feet	20 square feet
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Logo of the establishment 3) Nature of business, services rendered or 4) Products sold on premises.	Sign consists of the trade name of the establishment
Prohibited Word Content	Signs may not include the following: 1) Any reference to price, except as provided in regards to "window sign."	No reference to price



<p><b>Location</b></p>	<p>With the exception of theater marquees and V-box signs, no sign shall be erected so that any portion thereof shall project over a dedicated street or sidewalk or so that any portion thereof shall project more than five feet from any main building wall.</p>	<p>Sign does not project over the sidewalk or street.</p>
<p><b>Illumination</b></p>	<p>All signage, lettering, logos or trademarks shall be required to be lit with white illumination from dusk to dawn. The illumination may be either internal illumination or external illumination, however, all walls below the sign shall be illuminated with white wall wash LED lighting. It shall be located and directed solely at the sign. The light source shall not be visible from or cast into the right-of-way, or cause glare hazards to pedestrians, motorists, or adjacent properties.</p>	<p>The applicant is proposing a reverse channel sign.</p>

**RECOMMENDATION**

Staff recommends approval.



## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: December 17, 2015  
Re: 9013 Dickens Avenue

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The property located at 9013 Dickens Avenue is within the H30B zoning district. The applicant is requesting to add a four foot high decorative picket style fence with two rolling gates at the front of the property.



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
- Staff Recommendation



## STANDARDS / RESULTS

### Town of Surfside Zoning Code, Applicable Requirements

#### *Sec. 90.56 Fences, walls and hedges*

	<b>Required</b>	<b>Proposed</b>
Fence with gate	Fences in the front are only permitted with the Planning and Zoning Board's approval.	Fence with two rolling gates are proposed in the front of the property.

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

<b>Frontage</b>	<b>Maximum Height (Feet)</b>	<b>Maximum Opacity (Percent)</b>	<b>Proposed</b>
50 feet	4 feet	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent	4 foot ornamental picket style fence proposed. Maximum opacity is 50%

### Recommendation

Although the gate and fence meets the code requirements for height and opacity, the code also requires a driveway provide enough capacity to place two parking spaces on site. The minimum size of a parking space is 9 X 18 feet. The applicant is proposing to place the gate at the property line, which will result in a vehicle waiting on Dickens Avenue while the gates open. The applicant would need to place the gate further into their property to accommodate 18 feet of storage while the vehicle waits for the gate to open. This will limit area inside the proposed gate to park, thus not permitting two vehicles. Therefore, staff recommends denial.



## MEMORANDUM

To: Design Review Board  
Thru: Guillermo Olmedillo, Town Manager  
From: Sarah Sinatra Gould, AICP, Town Planner  
CC: Linda Miller, Town Attorney  
Date: December 17, 2015  
Re: 9200 Bay Drive

---

The property located at 9200 Bay Drive within the H30B zoning district. The applicant is requesting to add a pre-fabricated shed to the rear of the property.



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
- Staff Recommendation

## STANDARDS / RESULTS

### Town of Surfside Zoning Code, Applicable Requirements

#### **Sec. 90.54 Accessory Structures**

	<b>Required</b>	<b>Proposed</b>
Tool Shed	<p>90-54.7 A tool shed, the area of which does not exceed 70 square feet, shall be permitted in a rear yard, subject to the following minimum setbacks:</p> <p style="margin-left: 40px;">(a) <i>Rear</i>: Five feet.</p> <p style="margin-left: 40px;">(b) <i>Side and secondary frontage (corner)</i>: Per zoning designation.</p>	<p>A 70 square foot shed with five foot rear and side setbacks is proposed.</p>

### Recommendation

Staff recommends approval.



## Town of Surfside Planning and Zoning Communication

**Agenda Date:** December 17, 2015

**Subject:** Corridor Analysis

**From:** Sarah Sinatra Gould, AICP, Town Planner

**Background:** At the September 30, 2013 Joint Planning and Zoning and Town Commission meeting, there was a discussion about the block between Collins and Harding Avenues and the high interest in redevelopment of this corridor. In an effort to stay ahead of the new construction, there was interest from both boards to prepare criteria to help guide future development into the desired development pattern.

Staff has worked to prepare language, in conjunction with the public and the Planning and Zoning Board that provides limitations articulation for buildings.

**Analysis:** Major changes include:

- Designating Collins Avenue and Harding Avenue as the front of the property for setback purposes.
- Requiring an additional 5 foot setback on the upper facade
- Require additional articulations for facades facing Collins Avenue and Harding Avenue.
- Requiring a greater setback for mechanical and architectural features that exceed the maximum height limitations on buildings.
- Requiring forecourts at intervals to provide breaks in the building.

**Staff Recommendation:** Staff recommends the Planning and Zoning Board recommend approval to the Town Commission.

\_\_\_\_\_  
Sarah Sinatra Gould, AICP, Town Planner

\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING TO IMPLEMENT THE CORRIDOR ANALYSIS PROPOSALS FOR THE AREA BETWEEN COLLINS AND HARDING AVENUES FROM 94<sup>TH</sup> STREET TO 88<sup>TH</sup> STREET; AMENDING SECTION 90-2 "DEFINITIONS"; AMENDING SECTION 90-44 "MODIFICATIONS OF HEIGHT REGULATIONS"; AMENDING SECTION 90-44.2; AMENDING SECTION 90-45 "SETBACKS"; AMENDING SECTION 90-50 "ARCHITECTURE AND ROOF DECKS"; AMENDING SECTION 90-50.1 "ARCHITECTURE"; AMENDING SECTION 90-51 "MAXIMUM FRONTAGE OF BUILDINGS"; AMENDING SECTION 90-61 "PAVING IN FRONT AND REAR YARDS IN H31 AND H40 DISTRICTS"; AMENDING SECTION 90-61.2 "CURB CUTS FOR PROPERTIES FRONTING ON COLLINS AVENUE HARDING AVENUE AND EVERY EAST-WEST STREET IN BETWEEN COLLINS AVENUE AND HARDING AVENUE, EXCLUDING H30B DISTRICT PROPERTIES"; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, at the September 30, 2013 Joint Planning and Zoning and Town Commission meeting, there was a discussion about the need for further regulation of building lengths and building articulation along the corridor described as the area being between Collins and Harding Avenues from 94<sup>th</sup> Street to 88<sup>th</sup> Street; and

**WHEREAS**, based on the high interest in redevelopment of this corridor, and in an effort to stay ahead of the new construction anticipated in the corridor, there was interest from both the Town Commission and the Planning and Zoning Board to develop criteria to help guide future development into the desired development pattern, hereinafter the "Corridor Analysis"; and

**WHEREAS**, Town staff, in conjunction with the Planning and Zoning Board and public input have provided proposed limitations on building lengths and requirements for additional articulation for buildings; and

**WHEREAS**, the Town Commission has adopted regulations to address the specific needs of this unique community and continues to amend these regulations as they may best suit the needs of the community; and

**WHEREAS**, the Town Commission held its first duly noticed public hearing on the proposed corridor regulations on July 14, 2015 and recommended approval of the proposed amendments to the Code of Ordinances, having complied with the notice requirements of the Florida Statutes; and

**WHEREAS**, the Planning and Zoning Board, sitting as the Local Planning Agency, has reviewed the revisions to the code for consistency with the Town's Comprehensive Plan at a duly noticed public hearing on December 17, 2015 and recommended approval; and

**WHEREAS**, the Town Commission has conducted a second duly noticed public hearing on these regulations as required by law on January 12, 2016 and further finds the proposed amendment to the Code in the best interest of the community.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AS FOLLOWS:**

**Section 1. Recitals.** The foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are made a specific part of this Ordinance.

**Section 2. Code Amendment.** Chapter 90 of the code of the Town of Surfside, Florida is hereby amended as follows:

**Sec. 90-2. - Definitions.**

Forecourt: A space defined by building facades which shall provide all of the following: (a) minimum 30% landscaping with vegetation that can survive in shaded environments, (b) security lighting, (c) a liner of accessible habitable spaces accessible from the courtyard by a minimum of 1 entrance and (d) facades facing any forecourt space shall provide a minimum 30% transparency in the form of openings. When Forecourts are used to meet building façade articulation requirements all of the following additional criteria shall be met: (a) one side of the forecourt space shall abut the building's frontage, (b) it shall not be used for outdoor storage, and (c) mechanical equipment shall not be located within or visible from the forecourt (d) encroachments into a forecourt above the first floor are allowed up to a maximum of 15 percent of the area of the forecourt and any one encroachment shall not encroach more than eight-feet into the forecourt. When abutting a building's frontage, forecourts may be separated from the public Right of Way by a fence or decorative wall, provided the fence or wall has a gated entrance accessible from the Right of Way and the fence or wall is encouraged to have design articulation to not contradict the intent of the overall building articulation when experienced from the street.

**90-44.2** Mechanical equipment rooms, including elevator shafts, and stair access ways may be allowed to exceed the maximum height limitations, not to exceed the limitations listed above, provided they shall be of a high architectural quality integral to the design of the building. In the H30C and H40 Districts, any element over 4 feet in height where a minimum 4-foot parapet is provided shall be set back 13 feet from the façade wall plane; otherwise they shall be set back a minimum of 22 feet from the façade wall plane.

**90-45 - Setbacks**

(b) Setbacks

(1) Required Setbacks—Tables: The following tables shall be utilized for structures in the H30C, H40, H120, and SD-B40 zoning districts.

<b>H30C</b>	<b>Minimum Setback (Feet)</b>
<u>Primary frontage Harding Avenue frontage</u>	20 FT
Interior side	<u>5 FT 6 FT Minimum or 10% of the total interior frontage up to 15 FT, whichever is greater</u>
Rear	10 FT
Secondary frontage (Corner only)	10 FT
Interior side setbacks for lots over 50 feet in width	<del>10% of the frontage</del> <u>6 FT Minimum or 10% of the total interior frontage up to 15 FT, whichever is greater</u>

**H40 - Less than or equal to 50 ft in width**

**Minimum Setback (Feet)**

<u>Primary frontage Collins Avenue and Harding Avenue frontage</u>	<u>20 FT; 25 FT setback for any portions above 30 FT, except on structures designated as historic</u>
Interior side	<u>5 FT 6 FT Minimum or 10% of the total interior frontage up to 15 FT, whichever is greater</u>
Rear	10 FT
Secondary frontage (Corner only)	10 FT

**H40 - Wider than 50 ft**

**Minimum Setback (Feet)**

Primary frontage Collins Avenue and Harding Avenue frontage 20 FT; 25 FT setback for any portions above 30 FT, except on structures designated as historic

Interior side 7 FT Minimum or 10% of the total interior frontage up to 15 FT, whichever is greater

Rear 10 FT

Secondary frontage (Corner only) 10 FT

**H120 Minimum Setback (Feet)**

Primary frontage 40 FT

Side 10% of the lot frontage, no less than 10 feet

Rear 30 FT

Secondary frontage (Corner only) 10% of the lot frontage, no less than 20 feet

**SD-B40 Maximum Setback (Feet)**

Primary frontage 0 FT

Interior side 0 FT

Rear 0 FT

Secondary frontage (Corner only) 0 FT

**CF Maximum Setback (Feet)**



Primary frontage	20 FT
Interior side	10 FT
Rear	20 FT
Secondary frontage (Corner only)	15 FT

### 90-50.1 Architecture.

#### (1) Elevation and Façade Articulation Variations

a. The architectural design of proposed main buildings shall create a unique elevation compared to the main buildings of the adjacent two ~~homes~~ buildings on each side of the subject property on the same side of street. If the adjacent lot is vacant then the next adjacent lot shall be utilized. A unique elevation shall be created through the modulation of at least three of the following architectural features:

- a.1. Length, width and massing of the structure;
- b.2. Number of stories;
- c.3. Façade materials;
- d.4. Porches and other similar articulation of the front façade;
- e.5. Number and location of doors and windows; and
- f.6. Roof style and pitch.

(2) In the H30C, H40 and H120 Districts: when more than one (1) building is provided, buildings shall be designed in such a way that they are not monotonous.

~~(2)~~(3) 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 per story.

~~(3)~~(4) All elevations for single story additions to existing structures shall result in a zero percent net loss of wall openings including windows, doors or transitional spaces defined by porches, porticoes or colonnades.

~~(4)~~(5) Roof materials are limited as follows:

- a. Clay tile; or
- b. White concrete tile; or
- 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; or
- e. Other Florida Building Code approved roof material(s) if granted approval by the design review board.

~~(5)~~(6) Garage facades. Attached garages located at the front of a single family home shall not exceed 50 percent of the overall length of the facade.

~~(6)~~(7) Converting single-family attached garages. When an attached garage is converted for any other use, the garage door or doors may be replaced by a solid exterior wall and access to the former garage area must be provided from the main premises, in addition to any other permitted access. At least one (1) window shall be provided. If the garage entrance is located at the front or primary corner of the property, landscaping shall be provided along the base of the new exterior wall. When the installation of landscaping results in insufficient off-street parking, a landscaped planter shall be permitted in lieu of the required landscaping. It is intended hereby to prohibit and prevent any violation of the single-family classification and to minimize the burden upon the administrative forces of the town in policing and enforcing the provisions hereof. Changes to the appearance of the residence shall not constitute a change prohibited by the "Home Office" provision of this Code. If the exterior door of the garage conversion is no longer level with grade, stairs may be installed and the exterior door must be accordingly corrected to comply with the Florida Building Code. The stairs shall be permitted to encroach no more than 24 inches into the side or rear setbacks.

~~(7)~~(8) Notwithstanding the foregoing, some of the architecture provisions in this section, while specific to zoning districts H30A and H30B, may also be applicable to single family homes in other zoning districts.

**Sec. 90-51. - Maximum frontage of buildings and façade articulations.**

90-51.1 ~~Continuous wall frontages shall not exceed 270 feet and~~ Walls shall be articulated as follows:

~~(1) H30C For every 50 feet, a minimum three-foot change in wall plane.~~

(1) Forecourt spacing and minimum dimensions:

- a. When utilized to meet building articulation requirements, forecourts shall be spaced no more than 150 feet apart from each other.
- b. When lot frontages measure less than 100 linear feet, then the minimum dimensions of the forecourt shall be 20 feet wide and 15 feet deep.
- c. When lot frontages measure greater than 100 linear feet and less than 200 linear feet, then the minimum dimensions of the forecourt shall be 20 feet wide and 20 feet deep.
- d. When lot frontages measure greater than 200 linear feet, then the minimum dimensions of the forecourt shall be 30 feet wide and 20 feet deep.
- e. In lieu of providing a forecourt of the specified size and space apart from each other as outlined in subsections a – d above, a building can provide "forecourt equivalency areas" that are spaced throughout the front façade of the building. The total sum area of the forecourt equivalency areas shall not be less than the forecourt area that would be required if a regular sized forecourt were provided. Forecourt equivalency areas shall not be spaced further than 100 feet apart. Forecourt equivalency areas cannot be used uniformly across the front of a building in order to provide a uniform, larger

~~setback. H40: For every seventy-five (75) feet, a minimum six-foot change in wall plane.~~

(3) *H120*: For every 100 feet, a minimum six-foot change in wall planes. The change shall be either vertical or horizontal. The maximum 270 foot continuous wall frontage is limited to a building platform no greater than 30 feet in height. This platform may contain habitable and non-habitable spaces. Buildings are permitted above the 30 foot high platform subject to the following:

- a. A tower above the platform shall provide a continuous wall plane no greater than 150 feet in length with a minimum six-foot vertical or horizontal change in wall plane.
- b. The distance between more than one tower located on a platform shall be a minimum of 40 feet.
- c. If a platform is provided, the side setbacks of any tower shall be a minimum of 20 feet from the setback of the platform.

(4) Structured parking garages: see section 90-49.4.

(5) Buildings within a district designated as a historic district per Miami-Dade County shall be excluded from these requirements.

#### 90-51.2 Building facades facing any public Right of Way.

(1) Building facades facing any public Right of Way shall be designed in such a way as to minimize the continuity of the wall plane; however buildings within a district designated as a historic district per Miami-Dade County and only those facades facing a forecourt or forecourt equivalency area shall be exempted from the following requirements.

a. For H30C and H40 Districts, facades shall provide all of the following:

1. For every 50 feet, a minimum of two-foot change in plane offset shall be provided;
2. Facades shall have a 5-foot minimum offset change in wall plane for no less than 30% of the cumulative facade's area. These offsets shall be evenly distributed throughout the facade, provided each recessed area does not exceed 500 square feet of wall plane area.
3. Facades shall be permitted to have a maximum of 15 foot continuous uninterrupted roof or parapet lines. Roof or parapet lines shall vary by providing a minimum of two foot vertical changes.

**90-61.2** Curb cuts for properties fronting on Collins Avenue, Harding Avenue and every east-west street in between Collins Avenue and Harding Avenue, excluding H30B district properties.

(a) No curb cut shall be located within five feet of a side or rear lot line. For corner lots, no curb cut shall be located within 25 feet of the intersection of the front and secondary frontage lot lines.

(b) One-way driveway connections (curb cuts) shall not exceed 12 feet in width. Two-way driveway connections (curb cuts) shall not exceed 24 feet in width.

(c) Except where expressly provided otherwise, driveway connections (curb cuts) on east-west streets shall be as far away from intersections as practicable.

(d) If a property fronts on Collins Avenue, Harding Avenue and two east-west streets, for purposes of the foregoing table, it shall be deemed to front on Collins Avenue, Harding Avenue and one east-west street.

(e) The maximum number and location of curb cuts that may be provided for a property shall be determined in accordance with the following table, provided that there shall be no more than one vehicular curb cut or vehicular access per building provided on any lot wider than 90 feet or with an aggregated frontage exceeding 90 feet. All curb cuts on Harding Avenue and Collins Avenue are subject to review and approval by the Florida Department of Transportation.

**Section 3. Severability.** If any section, subsection, clause or provision of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

**Section 4. Conflict.** All sections or parts of sections of the Town of Surfside Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

**Section 5. Inclusion in the Code of Ordinances.** It is the intention of the Town Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made a part of the Town of Surfside Code of Ordinances, that the sections of this Ordinance may be renumbered or relettered to accomplish such intentions; and the word "Ordinance" may be changed to "Section" or other appropriate word.

**Section 6. Effective Date.** This Ordinance shall be effective upon adoption on second reading.

**PASSED and ADOPTED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2015.

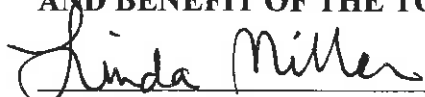
**PASSED and ADOPTED** on second reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY FOR THE USE AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney

On Final Reading Moved by: \_\_\_\_\_

On Final Reading Seconded by: \_\_\_\_\_

**VOTE ON ADOPTION:**

Commissioner Barry Cohen	yes	_____	no	_____
Commissioner Michael Karukin	yes	_____	no	_____
Commissioner Marta Olchyk	yes	_____	no	_____
Vice Mayor Eli Tourgeman	yes	_____	no	_____
Mayor Daniel Dietch	yes	_____	no	_____



## Town of Surfside Planning and Zoning Communication

**Agenda Date:** December 17, 2015  
**Subject:** Temporary Signs  
**From:** Sarah Sinatra Gould, AICP, Town Planner

**Background:** Section 166.0425, *Florida Statutes* provides that municipal sign ordinances shall not conflict with any applicable state or federal laws. The recently issued opinion of Reed v. Town of Gilbert, Ariz., 135 S. Ct. 2218 (2015) by the United States Supreme Court struck down an ordinance in the Town of Gilbert, Arizona as unconstitutional based on distinctions it made between temporary signs. Surfside Town Administration has determined that revisions to the Surfside sign code are advisable to update the code to be in compliance with Reed vs. Town of Gilbert. Town Administration plans to update the sign code in a phased approach, and the first phase will update "Temporary Signs" under Sec. 90-74.

**Analysis:** Currently, the code divides temporary signs into different categories based on content (ex. real estate signs, political signs and construction signs). Due to the recent federal ruling on temporary signs, the Town must modify the code to treat the content all of these signs the same.

Under today's code, one property could have a political sign, real estate sign and construction sign. The proposed requirements will continue allowing three temporary signs without dictating content. The proposed size for temporary signs is three square feet, which is consistent with the existing size of both real estate and political signs.

**Staff Recommendation:** Staff recommends Planning and Zoning Board recommend approval of the ordinance to the Town Commission.

\_\_\_\_\_  
Sarah Sinatra Gould, AICP, Town Planner

\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

**Sec. 90-69. - Definitions.**

*Temporary sign:* A sign which pertains to a particular event or occurrence, or which is not designed or intended to be placed permanently.

**Sec. 90-74. - Temporary signs.**

- (a) *SD-B40 district.* Three temporary signs, excluding banners, shall be permitted per building frontage. The maximum sign area shall be three square feet per sign. The sign shall be mounted flat against the building wall or a minimum of 12 inches from a window, and shall not project above the eave line of the building.
- (b) *All other zoning districts.* Three temporary signs shall be permitted per street frontage. The sign shall be wall mounted flat against the building wall or securely fastened to a wood or metal freestanding stake or post of sufficient strength. The maximum sign area shall be three square feet per sign. Sign face shall be constructed of metal, plastic, wood, pressed wood or cardboard. The maximum sign height for in-ground signs including support frame shall not exceed 42 inches from the ground to the top of the sign. Such sign shall be located outside of any sight visibility triangle. No portion of the sign shall extend across the property line.
- (c) Signs shall be not be erected more than 90 days prior to the event or occurrence and shall be removed no later than seven days after the event or occurrence
- (d) Signs shall not be lighted or illuminated in any manner.
- (e) It shall be unlawful for any person to paste, glue, print, paint, affix, or attach by any means whatsoever to the surface of any public street, right-of-way, easement, sidewalk, curb, or to any property of any governmental body or public utility, any temporary sign
- (f) *Temporary window sign.*
  - (1) Temporary window signs of any nature may be attached to glass window or doors, or mounted within 12 inches of a glass window or door.
  - (2) One temporary sign shall be permitted per window.
  - (3) Sign may not be displayed more than 60 calendar days.
  - (4) The total area for temporary signs shall not exceed 20 percent of the glass window they are facing unless otherwise provided in this subsection.
  - (5) Signs not in excess of six square inches, may be attached to items displayed in display windows.
  - (6) Temporary signs which are removed and redisplayed within 30 calendar days of removal shall be deemed in violation of this subsection. Signs under Section 90-74(f)(5) not exceeding six square inches shall be exempt from this requirement.
- (g) *Temporary Banner sign.*
  - (1) One temporary banner per building frontage or window in SD-B40 is permitted.
  - (2) No banner shall exceed 32 square feet or five percent of the building façade that faces a public street, whichever is less.
  - (3) Banners may only be displayed within 60 calendar days from the date an occupational license is issued.
  - (4) No banner shall be displayed for more than 30 consecutive calendar days.
  - (5) Banner shall not include changeable copy.
  - (6) Banner shall be made of durable materials such as canvas or vinyl. Non-durable material such as butcher-type paper is not permitted.
  - (7) Banner shall be securely attached to a supporting structure such as a street frontage wall and capable of withstanding continuous wind without deflections or rotations that would cause deformation or damage.
  - (8) No banner shall be attached to a roof structure or above the eave line of the building.

**ORDINANCE NO. 15 - \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN OF SURFSIDE, FLORIDA AMENDING ARTICLE VI "SIGNS" OF "CHAPTER 90 ZONING" OF THE TOWN OF SURFSIDE CODE OF ORDINANCES; SPECIFICALLY AMENDING SECTION 90-69 "DEFINITIONS"; SPECIFICALLY AMENDING SECTION 90-74 "TEMPORARY SIGNS"; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Surfside (the "Town") revised and replaced its sign code in its entirety by Ordinance No. 14-1624; and

**WHEREAS**, Section 166.0425, *Florida Statutes* provides that municipal sign ordinances shall not conflict with any applicable state or federal laws; and

**WHEREAS**, the recently issued opinion of Reed v. Town of Gilbert, Ariz., 135 S. Ct. 2218 (2015) by the United States Supreme Court struck down an ordinance in the Town of Gilbert, Arizona as unconstitutional based on distinctions it made between temporary signs; and

**WHEREAS**, the Town has determined that revisions to the Town sign code are advisable to update the code to be in compliance with the recent United States Supreme Court decision of Reed vs. Town of Gilbert; and

**WHEREAS**, the Town is in the process of updating the sign code in a phased approach, and the first phase updates "Temporary Signs" under Sec. 90-74; and

**WHEREAS**, the Town Commission held its first public hearing on these regulations on November 10, 2015; and

**WHEREAS**, the Planning and Zoning Board, sitting as the Local Planning Agency, has reviewed the revisions to the code for consistency with the Town's Comprehensive Plan at a duly noticed hearing on December 17, 2015 and recommended approval; and

**WHEREAS**, the Town Commission shall have conducted a second duly noticed public hearing on these regulations as required by law on January 12, 2016; and

**WHEREAS**, the Town Commission hereby finds and declares that adoption of this Ordinance is necessary, appropriate, and advances the public interest.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**



**Section 1. Recitals.** Each of the above stated recitals is true and correct and the recitals are incorporated herein by this reference.

**Section 2. Code Amendment.** The Code of Ordinances of the Town of Surfside, Section Sec. 90-69 is hereby amended as follows:

**Sec. 90-69. - Definitions.**

~~*Construction sign:* A temporary sign identifying those engaged in construction or remodeling on a building site, including the developer, contractor, subcontractor, architect, engineer or artisans involved in the project.~~

\*\*\*

~~*Political sign:* Any sign which indicates the name, cause or affiliation of anyone seeking public office or which references a ballot issue~~

\*\*\*

~~*Real estate sign:* A temporary sign erected by the owner or agent indicating property which is for rent, sale or lease, including signs pointing to a property which is open for inspection by a potential purchaser (open house sign) or a sign indicating "shown by appointment only" or "sold."~~

\*\*\*

~~*Temporary sign:* A sign which is allowed for a limited amount of time such as a special event banner sign, construction sign, political sign or real estate sign or which pertains to a particular event or occurrence, or which is not designed or intended to be placed permanently.~~

**Section 3. Code Amendment.** The Code of Ordinances of the Town of Surfside, Section Sec. 90-74 is hereby amended as follows:

**Sec. 90-74. - Temporary signs.**

~~(a) *Real estate sign.*~~

~~(1) *SD B40 district.* One professionally lettered real estate sign shall be permitted per building frontage. The maximum sign area shall be three square feet. The sign shall be mounted flat against the building wall or a minimum of 12 inches from a window, and shall not project above the eave line of the building.~~

~~(2) *All other zoning districts.* One professionally lettered real estate sign shall be permitted per street frontage. The sign shall be wall mounted flat against the building wall or securely fastened to a wood or metal freestanding stake or post of sufficient strength. The maximum sign panel area shall be 18 inches by 24 inches. A maximum of two riders shall be permitted to attach above or below the main sign panel not to exceed six inches by 24 inches per rider for in-ground signs. The maximum sign height for in-ground signs including support frame shall not exceed 42 inches from the ground to the~~

~~top of the sign. Such sign shall be located outside of any sight visibility triangle. No portion of the sign shall extend across the property line.~~

~~(3) All real estate signs shall be black and white and may include a trademarked logo or symbol.~~

~~(4) Sign shall be constructed of rigid, weather proof materials.~~

~~(5) Sign shall not be lighted or illuminated in any manner.~~

~~(6) Sign shall be removed within seven days of a lot, building, residence or tenant space being leased, rented or sold.~~

~~(b) Political sign.~~

~~(1a) SD-B40 district. Three One professionally lettered political temporary signs, excluding banners, shall be permitted per building frontage. The maximum sign area shall be three square feet per sign. The sign shall be mounted flat against the building wall or a minimum of 12 inches from a window, and shall not project above the eave line of the building.~~

~~(2b) All other zoning districts. Three One professionally lettered temporary political signs shall be permitted per street frontage. The sign shall be wall mounted flat against the building wall or securely fastened to a wood or metal freestanding stake or post of sufficient strength. The maximum sign area shall be three square feet per sign. Sign face shall be constructed of metal, plastic, wood, pressed wood or cardboard. The maximum sign height for in-ground signs including support frame shall not exceed 42 inches from the ground to the top of the sign. Such sign shall be located outside of any sight visibility triangle. No portion of the sign shall extend across the property line.~~

~~(3c) Signs shall be not be erected more than 90 days prior to the subject election date or ballot vote event or occurrence and shall be removed no later than seven days after the event or occurrence subject election date or ballot vote.~~

~~(4d) Signs shall not be lighted or illuminated in any manner.~~

~~(5e) It shall be unlawful for any person to paste, glue, print, paint, affix, or attach by any means whatsoever to the surface of any public street, right-of-way, easement, sidewalk, curb, or to any property of any governmental body or public utility, any political temporary sign, poster, placard, or sticker designed or intended to advocate or oppose any ballot issue or the nomination or election of any candidate.~~

~~(c) Construction sign.~~

~~(1) One professionally lettered construction sign shall be permitted per site or development subject to the issuance of a building permit for the project. Such sign shall be removed immediately if the building permit for the project expires and construction has not commenced, and/or the permit is not renewed.~~

~~(2) Sign content is limited to the following:~~

~~a. Project name.~~

~~b. Parties involved in construction and financing.~~

~~c. Contact information such as phone number, email address or website.~~

~~d. Unit prices not to exceed ten percent of the total sign area. Numbers shall not exceed six inches in height.~~

~~(3) Maximum sign area is 16 square feet.~~

~~(4) Sign may be freestanding affixed to posts, a flat wall sign, or mounted to a construction fence. Freestanding signs shall be a minimum of ten feet from the property line and shall be a maximum of five feet in height from the ground to the top of the sign. Wall signs shall not extend above the floor of the second story, parapet wall, or eave line of the building.~~

~~(5) Rigid weatherproof board is required.~~

~~(6) Such sign must be removed within 72 hours of the issuance of a certificate of occupancy.~~

~~(e-f)~~ *Temporary window sign.*

(1) Temporary window signs of any nature may be attached to glass window or doors, or mounted within 12 inches of a glass window or door.

(2) One temporary sign shall be permitted per window.

(3) Sign may not be displayed more than 60 calendar days.

(4) The total area for temporary signs shall not exceed 20 percent of the glass window they are facing unless otherwise provided in this subsection.

~~(5) Temporary signs pertaining to a going out of business sale or everything must go clearance event shall be permitted to be displayed within a window for a period not to exceed 90 calendar days.~~

~~(6) A temporary sign not exceeding one square foot may be affixed to any window or glass door stating special hours or closing days due to holidays, or bona fide business or personal emergencies. There shall not be more than one such sign per window or door. Sign shall not be maintained for more than 14 calendar days.~~

~~(75) Signs not in excess of six square inches, listing merchandise price, may be attached to items displayed in display windows.~~

(86) Temporary signs which are removed and redisplayed within 30 calendar days of removal shall be deemed in violation of this subsection. Signs under Section 90-74(f)(5) listing price not exceeding six square inches shall be exempt from this requirement.

~~(e.g)~~ *Special event Temporary Banner sign.*

(1) One professionally lettered temporary banner per building frontage or window in SD-B40 advertising a grand opening associated with a commercial building or business enterprise is permitted.

~~(2) Permitted content shall be limited to "Grand Opening," "Coming Soon," "New Open" or "Under New Management" and the date and time of the event where applicable.~~

~~(32) No banner shall exceed 32 square feet or five percent of the building façade that faces a public street, whichever is less.~~

~~(43) Banners may only be displayed within 60 calendar days from the date an occupational license is issued.~~

~~(54) No banner shall be displayed for more than 30 consecutive calendar days.~~

~~(65) Banner shall not include changeable copy.~~

~~(76) Banner shall be made of durable materials such as canvas or vinyl. Non-durable material such as butcher-type paper is not permitted.~~

(87) Banner shall be securely attached to a supporting structure such as a street frontage wall and capable of withstanding continuous wind without deflections or rotations that would cause deformation or damage.

(98) No banner shall be attached to a roof structure or above the eave line of the building.

**Section 3. Severability.** If any section, subsection, clause or provision of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

**Section 4. Conflict.** All sections or parts of sections of the Town of Surfside Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

**Section 5. Inclusion in the Code of Ordinances.** It is the intention of the Town Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made a part of the Town of Surfside Code of Ordinances, that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and the word "Ordinance" may be changed to "Section" or other appropriate word.

**Section 6. Effective Date.** This Ordinance shall be effective upon final adoption on second reading.

PASSED and ADOPTED on First Reading the \_\_\_\_\_ day of \_\_\_\_\_, 2015.


PASSED and ADOPTED on Second Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Daniel Dietch, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND LEGALITY FOR THE USE  
AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller  
Town Attorney

On Final Reading Moved by: \_\_\_\_\_

On Final Reading Seconded by: \_\_\_\_\_

VOTE ON ADOPTION:

Commissioner Barry R. Cohen	yes	_____	no	_____
Commissioner Michael Karukin	yes	_____	no	_____
Commissioner Marta Olchyk	yes	_____	no	_____
Vice Mayor Eli Tourgeman	yes	_____	no	_____
Mayor Daniel Dietch	yes	_____	no	_____



## Town of Surfside Planning and Zoning Communication

**Agenda Date:** December 17, 2015

**Subject:** 150 Feet of Frontage in H120

**From:** Sarah Sinatra Gould, AICP, Town Planner

**Background:** Currently, all sites that have redevelopment potential are less than 150 feet in length. Therefore, none of the properties that the Town has knowledge of which are potentially for sale, development or other interest, could exceed 150 feet in length. Commissioner Karukin has requested staff to bring forth an ordinance to modify the maximum width of buildings on the east side of Collins Avenue to 150 feet in length. This limitation would not apply to any of the properties either currently being reviewed by the Town or who have contacted the Town for potential development. The proposed limitation would be for potential aggregation in the future.

**Analysis:** The proposed text removes the articulation requirements and restores the 150 foot limitation that was present in the code prior to 2008:

### **Sec. 90-51. - Maximum frontage of buildings. Modified**

90-51.1 Continuous wall frontage shall not exceed 270 feet in the H30C or H40 districts and 150 feet in the H120 district. ~~and be articulated as follows: The following articulations shall be provided:~~

- (1) *H30C*: For every 50 feet, a minimum three-foot change in wall plane.
- (2) *H40*: For every seventy-five (75) feet, a minimum six-foot change in wall plane.
- (3) ~~*H120*: For every 100 feet, a minimum six-foot change in wall planes. The change shall be either vertical or horizontal. The maximum 270 foot continuous wall frontage is limited to a building platform no greater than 30 feet in height. This platform may contain habitable and~~

~~non-habitable spaces. Buildings are permitted above the 30-foot high platform subject to the following:~~

- ~~a. A tower above the platform shall provide a continuous wall plane no greater than 150 feet in length with a minimum six-foot vertical or horizontal change in wall plane.~~
- ~~b. The distance between more than one tower located on a platform shall be a minimum of 40 feet.~~
- ~~c. If a platform is provided, the side setbacks of any tower shall be a minimum of 20 feet from the setback of the platform.~~

(4) (3) Structured parking garages: see section 90-49.4.

**Staff Recommendation:** The Town Commission approved this ordinance on first reading. Staff recommends Planning and Zoning Board recommend approval of the ordinance to the Town Commission.

\_\_\_\_\_  
Sarah Sinatra Gould, AICP, Town Planner

\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

**ORDINANCE NO. \_\_\_\_\_ - \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING CHAPTER 90 ZONING SECTION 90-51 MAXIMUM FRONTAGE OF BUILDINGS AND SPECIFICALLY AMENDING SECTION 90-51.1 CONTINUOUS WALL FRONTAGE OF 150 FEET IN THE H120 DISTRICT; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, currently, all individual property sites located in the Town of Surfside (“Town”) that have redevelopment potential are less than 150 feet in length; and

**WHEREAS**, the Town desires to modify the maximum width of buildings on the east side of Collins Avenue to 150 feet in length; and

**WHEREAS**, the proposed amendment to the Code will limit potential aggregation of properties, removes the articulation requirements and restores the 150 foot limitation that was present in the Code prior to 2008; and

**WHEREAS**, the Town Commission has adopted regulations to address the specific needs of this unique community and continues to amend these regulations as they may best suit the needs of the community; and

**WHEREAS**, the Town Commission held its first duly noticed public hearing on these regulations on November 10, 2015 and recommended approval of the proposed amendments to the Code of Ordinances, having complied with the notice requirements by the Florida Statutes; and

**WHEREAS**, the Planning and Zoning Board, as the Local Planning Agency for the Town has reviewed the revisions to the code for consistency with the Town’s Comprehensive Plan at a duly noticed hearing on December 17, 2015 and recommended approval; and

**WHEREAS**, the Town Commission has conducted a second duly noticed public hearing on these regulations as required by law on January 12, 2016 and further finds the proposed change to the Code necessary and in the best interest of the community.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AS FOLLOWS:**



**Section 1. Recitals.** The foregoing “WHEREAS” clauses are ratified and confirmed as being true and correct and are made a specific part of this Ordinance.

**Section 2. Code Amendment.** The code of the Town of Surfside, Florida is hereby amended as follows:

**Sec. 90-51. - Maximum frontage of buildings.**

90-51.1 Continuous wall frontage shall not exceed 270 feet in the H30C or H40 districts and 150 feet in the H120 district. ~~and be articulated as follows:~~ The following articulations shall be provided:

- (1) *H30C*: For every 50 feet, a minimum three-foot change in wall plane.
- (2) *H40*: For every seventy-five (75) feet, a minimum six-foot change in wall plane.
- (3) *H120*: ~~For every 100 feet, a minimum six-foot change in wall planes. The change shall be either vertical or horizontal. The maximum 270-foot continuous wall frontage is limited to a building platform no greater than 30 feet in height. This platform may contain habitable and non-habitable spaces. Buildings are permitted above the 30-foot high platform subject to the following:~~
  - a. ~~A tower above the platform shall provide a continuous wall plane no greater than 150 feet in length with a minimum six-foot vertical or horizontal change in wall plane.~~
  - b. ~~The distance between more than one tower located on a platform shall be a minimum of 40 feet.~~
  - c. ~~If a platform is provided, the side setbacks of any tower shall be a minimum of 20 feet from the setback of the platform.~~
- (4) (3) Structured parking garages: see section 90-49.4.

**Section 3. Severability.** If any section, subsection, clause or provision of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

**Section 4. Conflict.** All sections or parts of sections of the Town of Surfside Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

**Section 5. Inclusion in the Code of Ordinances.** It is the intention of the Town Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made a part of the Town of Surfside Code of Ordinances, that the sections of this Ordinance may be renumbered or relettered to accomplish such intentions; and the word “Ordinance” may be changed to “Section” or other appropriate word.

**Section 6. Effective Date.** This Ordinance shall be effective upon adoption on second reading.

**PASSED and ADOPTED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2015.

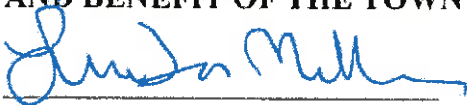
**PASSED and ADOPTED** on second reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND LEGALITY FOR THE USE  
AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**



\_\_\_\_\_  
Linda Miller, Town Attorney

On Final Reading Moved by: \_\_\_\_\_

On Final Reading Seconded by: \_\_\_\_\_

**VOTE ON ADOPTION:**

- Commissioner Barry R. Cohen      yes \_\_\_\_\_ no \_\_\_\_\_
- Commissioner Michael Karukin      yes \_\_\_\_\_ no \_\_\_\_\_
- Commissioner Marta Olchyk      yes \_\_\_\_\_ no \_\_\_\_\_
- Vice Mayor Eli Tourgeman      yes \_\_\_\_\_ no \_\_\_\_\_
- Mayor Daniel Dietch      yes \_\_\_\_\_ no \_\_\_\_\_

# H30B Residential Massing Scenarios Study

Presentation



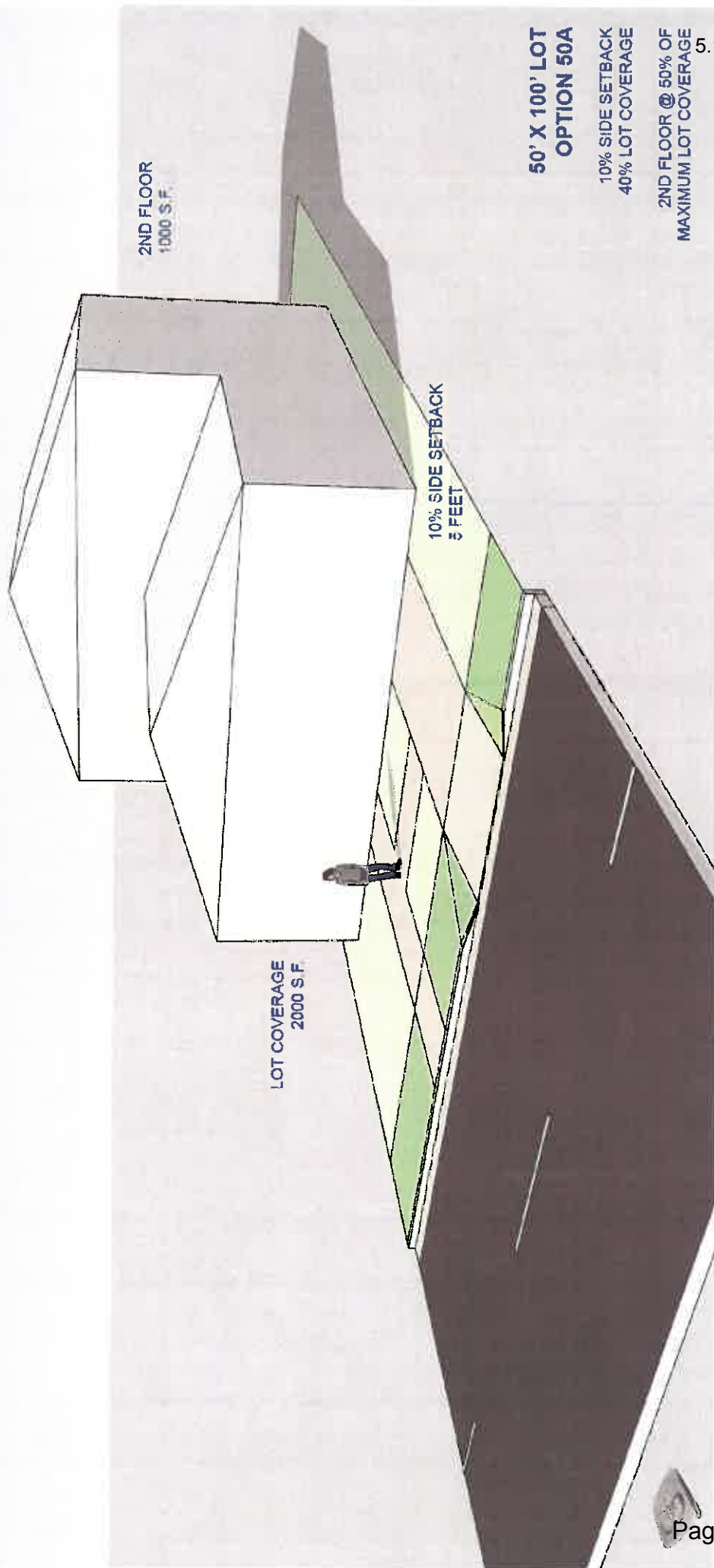
Colvin, Gerdano & Associates, LP  
December 10, 2015

RESIDENTIAL MASSING SCENARIOS STUDY  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

	Lot Size		Side Setback		Lot Coverage		2nd Floor Area			
Option 50 A	50	x 100	@ 10 %	SB (5')	- 40 %	LC (2000 SF)	@ 40 x 50	- 50 %	2ndFL (1000 SF)	@ 40 x 25
Option 60 A	60	x 100	@ 10 %	SB (6')	- 40 %	LC (2400 SF)	@ 48 x 50	- 50 %	2ndFL (1200 SF)	@ 48 x 25
Option 50 B	50	x 100	@ 15 %	SB (7.5')	- 40 %	LC (2000 SF)	@ 35 x 57	- 64 %	2ndFL (1280 SF)	@ 35 x 36.5
Option 60 B	60	x 100	@ 15 %	SB (9')	- 40 %	LC (2400 SF)	@ 42 x 57	- 64 %	2ndFL (1536 SF)	@ 42 x 36.5
Option 50 C	50	x 100	@ 10 %	SB (5')	- 40 %	LC (2000 SF)	@ 40 x 50	- 64 %	2ndFL (1280 SF)	@ 40 x 32
Option 60 C	60	x 100	@ 10 %	SB (6')	- 40 %	LC (2400 SF)	@ 48 x 50	- 64 %	2ndFL (1536 SF)	@ 48 x 32
Option 50 D	50	x 100	@ 15 %	SB (7.5')	- 40 %	LC (2000 SF)	@ 35 x 57	- 75 %	2ndFL (1500 SF)	@ 35 x 42.8
Option 60 D	60	x 100	@ 15 %	SB (9')	- 40 %	LC (2400 SF)	@ 42 x 57	- 75 %	2ndFL (1800 SF)	@ 42 x 42.8

**RESIDENTIAL MASSING SCENARIOS STUDY**  
H308 ZONING DISTRICTS  
TOWN OF SURFSIDE

50A



50' X 100' LOT  
OPTION 50A

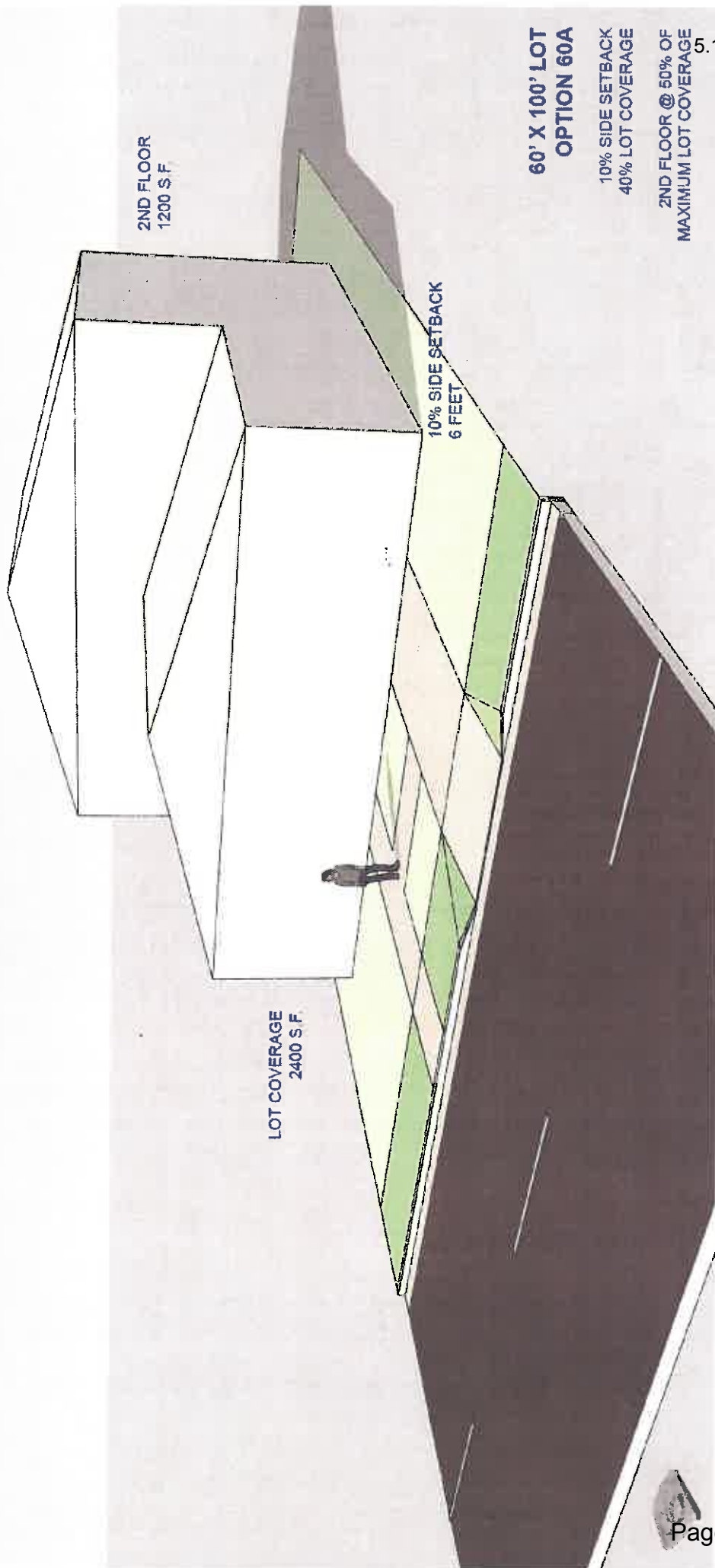
10% SIDE SETBACK  
40% LOT COVERAGE

2ND FLOOR @ 50% OF  
MAXIMUM LOT COVERAGE

5.1P&Z

**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

EMA



2ND FLOOR  
1200 S.F.

LOT COVERAGE  
2400 S.F.

10% SIDE SETBACK  
6 FEET

**60' X 100' LOT  
OPTION 60A**

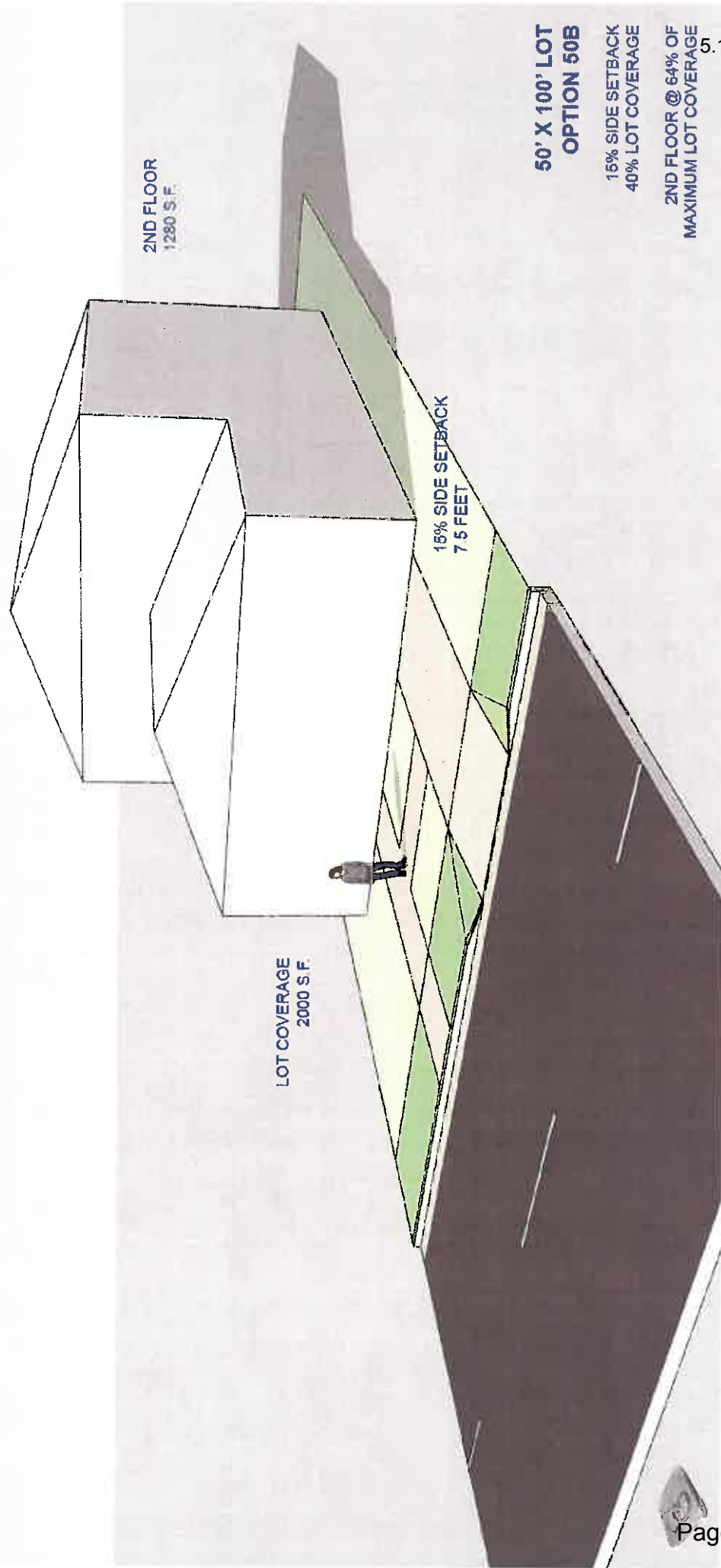
10% SIDE SETBACK  
40% LOT COVERAGE

2ND FLOOR @ 50% OF  
MAXIMUM LOT COVERAGE

5.1P&Z

**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

**50B**

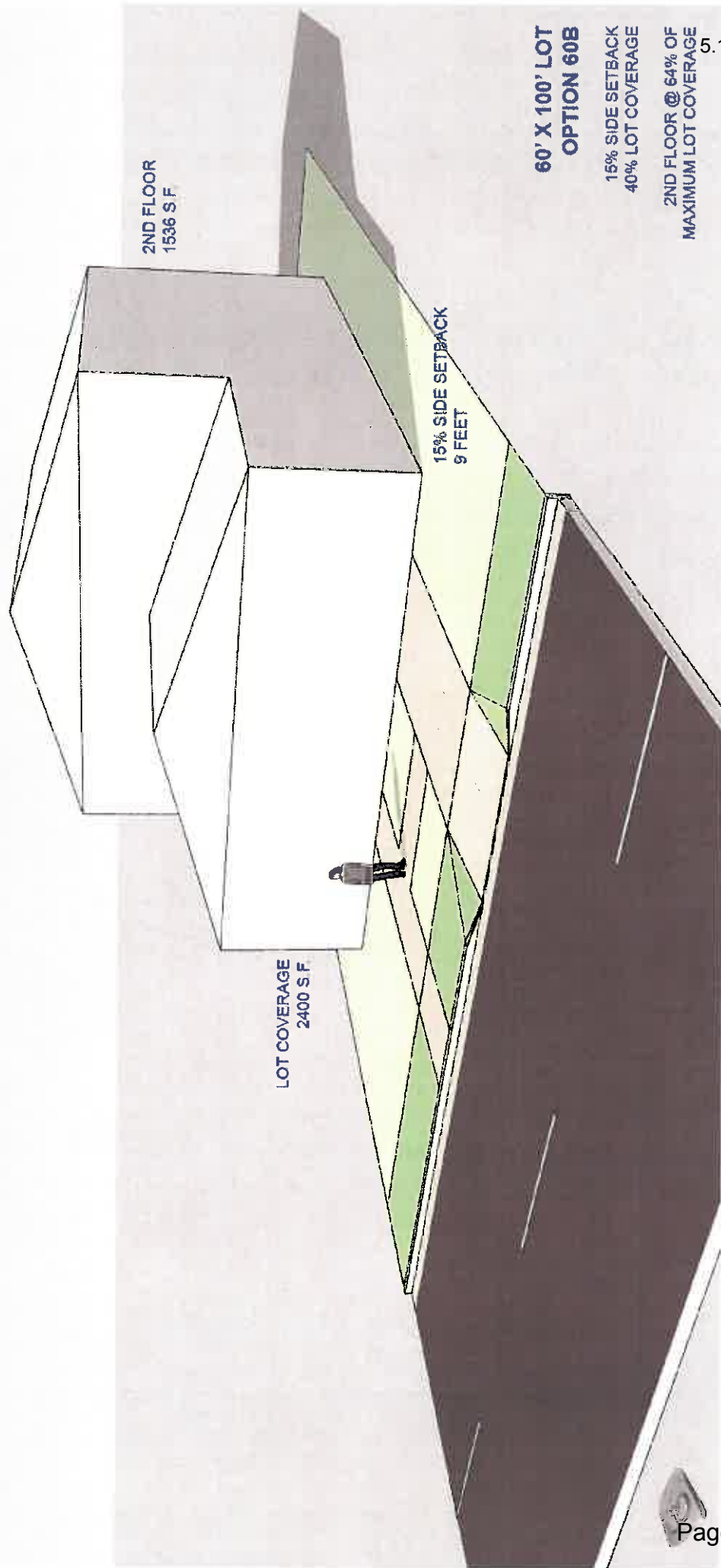


**50' X 100' LOT**  
**OPTION 50B**  
15% SIDE SETBACK  
40% LOT COVERAGE  
2ND FLOOR @ 64% OF  
MAXIMUM LOT COVERAGE

5.1P&Z

**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

**60B**



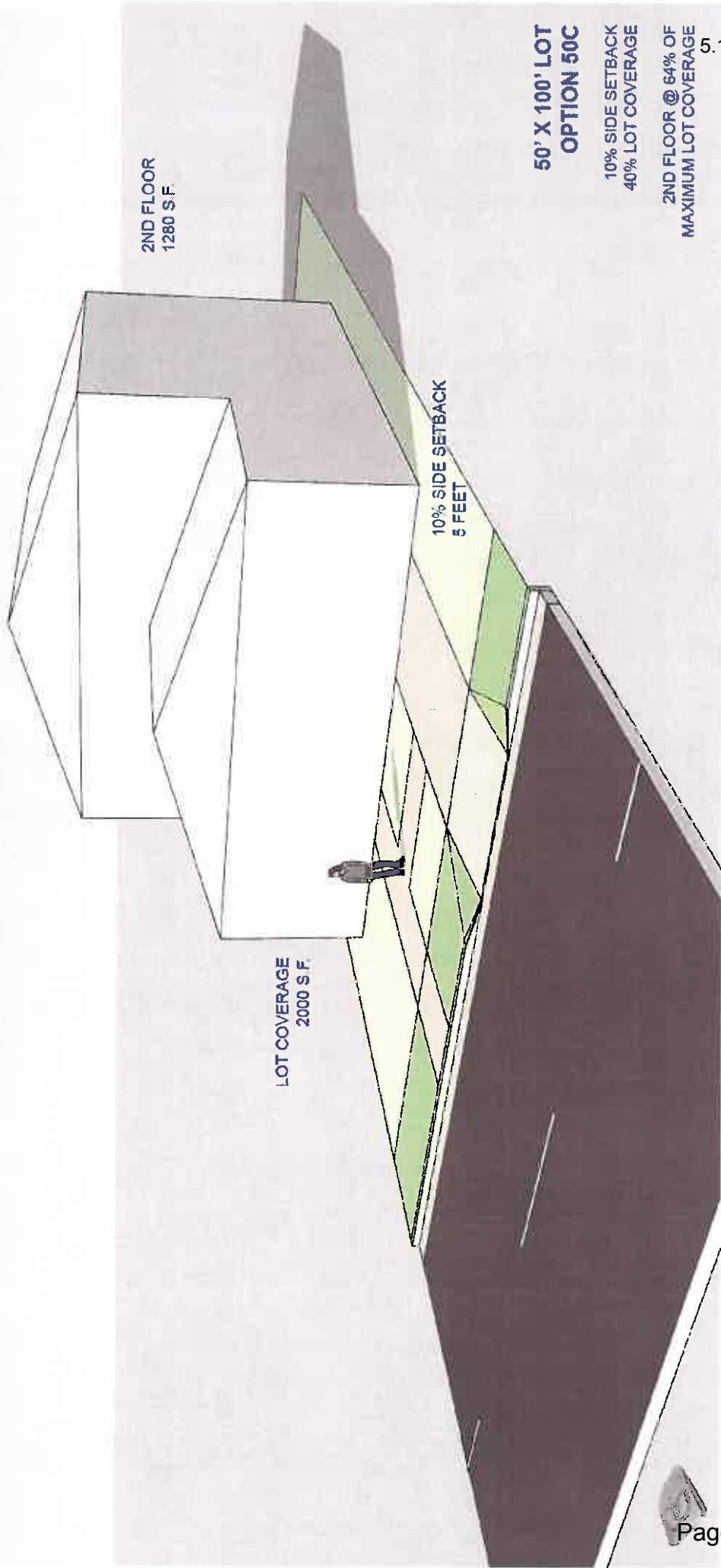
**60' X 100' LOT**  
**OPTION 60B**  
15% SIDE SETBACK  
40% LOT COVERAGE  
2ND FLOOR @ 64% OF  
MAXIMUM LOT COVERAGE

5.1P&Z



**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

50C



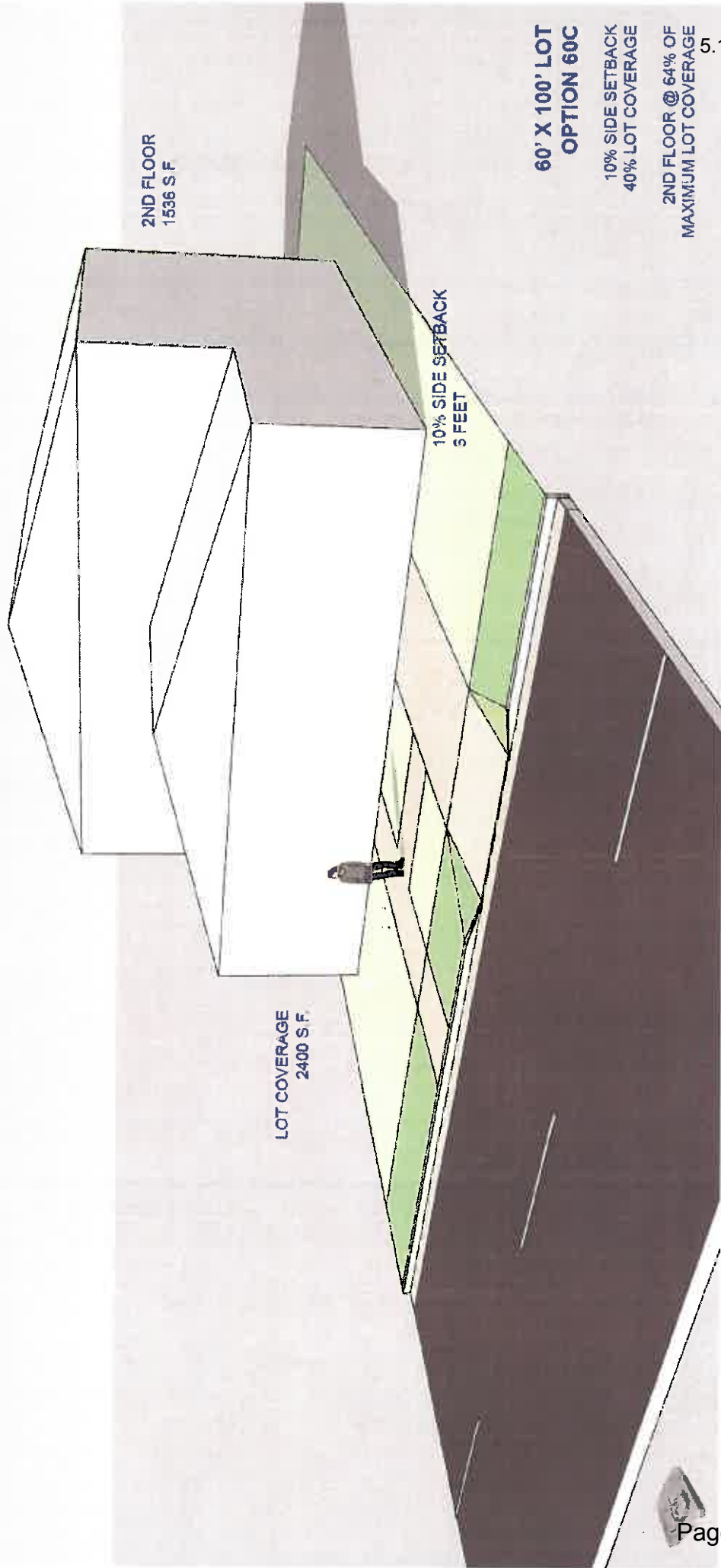
**50' X 100' LOT  
OPTION 50C**  
10% SIDE SETBACK  
40% LOT COVERAGE  
2ND FLOOR @ 64% OF  
MAXIMUM LOT COVERAGE

5.1P&Z



**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

60C



2ND FLOOR  
1536 S.F.

LOT COVERAGE  
2400 S.F.

10% SIDE SETBACK  
3 FEET

**60' X 100' LOT  
OPTION 60C**

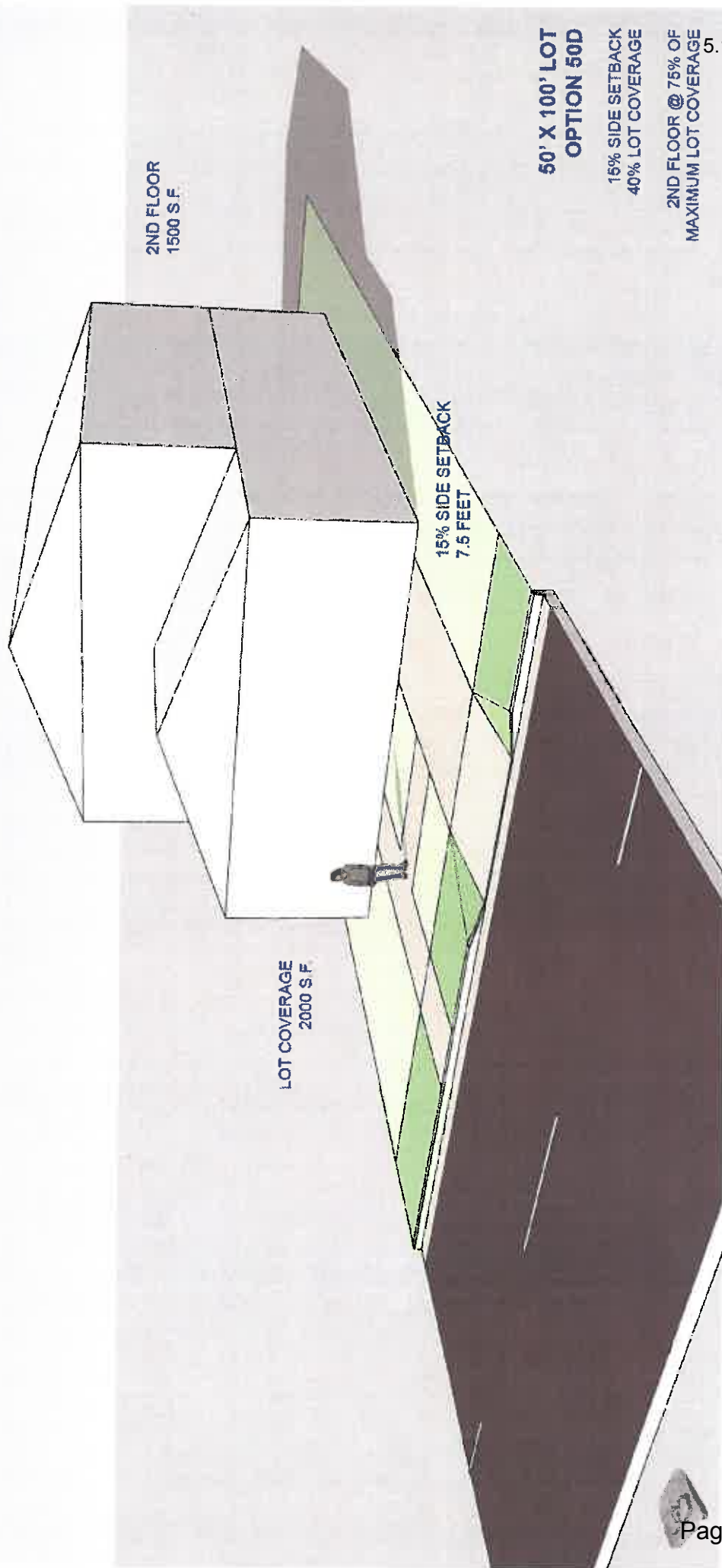
10% SIDE SETBACK  
40% LOT COVERAGE

2ND FLOOR @ 64% OF  
MAXIMUM LOT COVERAGE

5.1P&Z

**RESIDENTIAL MASSING SCENARIOS STUDY**  
H30B ZONING DISTRICTS  
TOWN OF SURFSIDE

**50D**



**50' X 100' LOT  
OPTION 50D**

15% SIDE SETBACK  
40% LOT COVERAGE

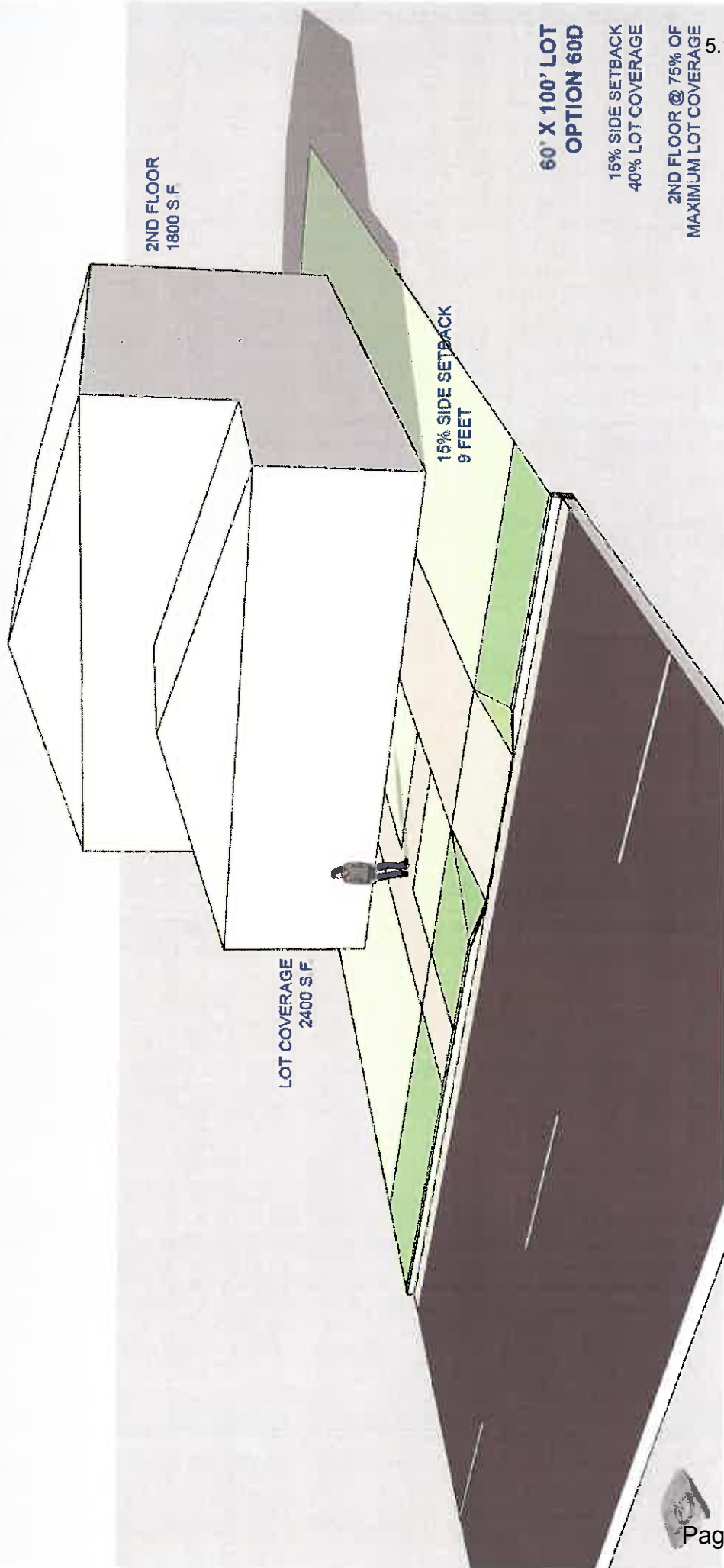
2ND FLOOR @ 75% OF  
MAXIMUM LOT COVERAGE

5.1P&Z



**RESIDENTIAL MASSING SCENARIOS STUDY**  
H308 ZONING DISTRICTS  
TOWN OF SURFSIDE

**60D**



2ND FLOOR  
1800 S.F.

LOT COVERAGE  
2400 S.F.

15% SIDE SETBACK  
9 FEET

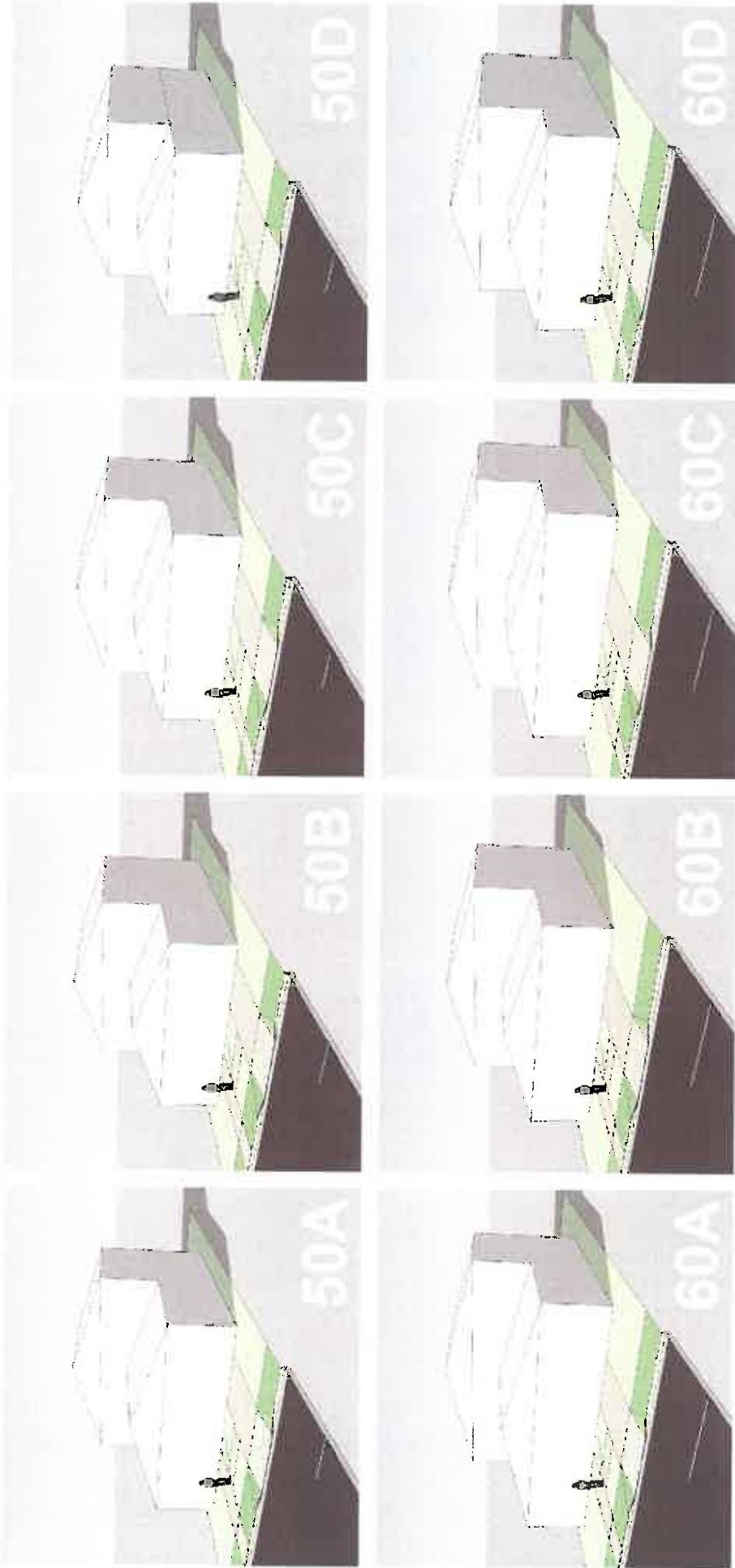
**60' X 100' LOT  
OPTION 60D**

15% SIDE SETBACK  
40% LOT COVERAGE

2ND FLOOR @ 75% OF  
MAXIMUM LOT COVERAGE

5.1P&Z





**SCENARIO COMPARISON**

**RESIDENTIAL MASSING SCENARIOS STUDY  
H30A & H30B ZONING DISTRICTS  
TOWN OF SURFSIDE**

ITEM	OUTCOME	NEXT STEPS	IN CONTRACT OR WORK AUTHORIZATION	TENTATIVE SCHEDULE	COMPLETE
<b>FUTURE PZ DISCUSSION ITEMS</b>					
Tree Canopy Initiative/ Single family district Streetscape master plan	\$8,000 budgeted in the FY 2014-2015 budget for the tree canopy	Town Manager preparing			
Fences & Hedges in the front of single family residences	Modify ordinance	Preparing graphics on reductions in 2 <sup>nd</sup> floor		December PZ	
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes				Measuring height from crown of the road
Roof Pitch of Single Family	Modify ordinance requiring roofs to be pitched where adjacent to the street				
Less second floor setbacks and greater square footage of second floors for waterfront lots	Modify ordinance to provide larger square footage on waterfront lots.				
Satellite dishes	Further review by staff	Research and prepare report for discussion and possible code amendment	In contract	Future PZ	
Residential or	Prepare ordinance regulating wind	Draft code	In contract	Future PZ	

commercial wind turbine regulations	turbines including hurricane precautions, noise regulations, insurance considerations	amendment			
Green walls	Require green walls adjacent to alleys and other buildings that abut public right of ways	Research and prepare report for discussion and possible code amendment	In contract	Future PZ	
Final Zoning Inspections	Town Manager will analyze				
<b>ON UPCOMING COMMISSION AGENDA</b>					
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in <b>NOVEMBER</b>	January Commission	
<b>ON FUTURE COMMISSION AGENDA</b>					
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment	In contract		Waiting placement on Commission Agenda
Driveway material regulations	Modify code to allow stamped concrete and concrete slabs with decorative rock or grass in between	Draft code amendment	In contract		Waiting Placement on Commission Agenda
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission	Building to prepare ordinance		Upcoming Commission agenda.
<b>COMPLETED</b>					
Request to Commission for a referendum on one-way streets in residential to support	The Town Commission has not approved this request at this time.	No further action			

a streetscape plan											
Single Family Paint Colors	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate for single family homes and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract							Will add to Joint Meeting with PZ/Commission.	Complete
Parking Trust Fund	Discussion with the Planning & Zoning Board to provide a cap for payment into the fund	Ordinance on July PZ agenda	In contract							July Commission for 1 <sup>st</sup> reading, July PZ August Commission for 2 <sup>nd</sup> reading	Complete
Turtle Lighting	Town Staff to prepare review	No ordinance necessary. Turtle lighting already required in code.	COMPLETE							Turtle Lighting	Town Staff to prepare review
Downtown Color Palette	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract							Replaced with repainting of structures.	Complete
Bay Drive & 96 <sup>th</sup> Street	Open Bay Drive off 96 <sup>th</sup> Street	Staff will research	Police and Building to research							No change. Police Chief cited safety concerns	COMPLETE
Sign/awning code	Discussed at Joint Meeting	Staff beginning to work on draft	Work Authorization approved							July Commission August Commission	COMPLETE
As built reviews for residential projects	Discuss increasing canopy in town, street trees, what can be planted in ROW	Research and prepare report for discussion and possible code amendment	In contract							March PZ	COMPLETE Added a program modification to FY2015 budget
Interpretation of base	No change	No further action								N/A	COMPLETE



flood-elevation-for-the-H120-district		needed					
Solar-panel-regulations	Prepare-ordinance-regulating-solar-panels	Draft-code-amendment	In-contract		March-PZ	COMPLETE	
Car-charging-station-regulations	Prepare-ordinance-regulating-car-charging-stations-requiring-them-in-new-multi-family-research-what-other-communities-are-doing	Draft-code-amendment	In-contract		December-PZ	COMPLETE	
Pyramiding-effects-of-stepbacks-in-the-H120-district	No-action-necessary-since-Planning-and-Zoning-Board-currently-reviewing-stepbacks-as-part-of-wall-frontage-modifications				N/A		
Garage-door-clarification	Modify-code-to-remove-requirement-for-two-separate-garage-doors	Draft-code-amendment	In-contract		November-PZ	COMPLETE	
10%-window-opening-requirement-per-story	Discussion-with-the-Planning-&-Zoning-Board	Prepare-ordinance-for-commission	In-contract		June-PZ	November-Commission-for-first-reading	Yes
Landscaping-in-front-of-converted-garage	Determine-if-landscaping-planter-is-sufficient-versus-requiring-landscaping.	Reviewed-code-and-determined-that-planter-is-only-permitted-in-cases-where-the-driveway-would-be-too-short.	In-contract		No-further-modification-necessary		
Sheds	Modify-ordinance-to-increase-square-footage-but-reduce-height-and-add-landscape-requirements.	Draft-code-amendment	In-contract		Discussed-at-March-meeting.	Commission-1st-reading-in-May-PZ-in-May	