



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

September 28, 2017 – 7:00 p.m.

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

Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Town Clerk prior to engaging in lobbying activities per Town Code Sec. 2-235. "Lobbyist" specifically includes the principal, as defined in this section, as well as any agent, officer or employee of a principal, regardless of whether such lobbying activities fall within the normal scope of employment of such agent, officer or employee. The term "lobbyist" specifically excludes any person who only appears as a representative of a not-for-profit corporation or entity (such as charitable organization, a trade association or trade union), without special compensation or reimbursement for the appearance, whether direct, indirect, or contingent, to express support or opposition to any item.

Per Miami Dade County Fire Marshal, the Commission Chambers has a maximum capacity of 99 people. Once reached this capacity, people will be asked to watch the meeting from the first floor.

DESIGN REVIEW BOARD

1. Call to Order/Roll Call

2. Approval of Minutes – August 31, 2017

3. Design Review Board Applications:

A. 9569 Harding Avenue – Sign - The applicant is requesting one (1) illuminated wall sign for an AT&T retail business. The applicant is proposing channel letters on a raceway with a logo.

B. 9165 Froude Avenue – Garage Conversion and Addition - The applicant is requesting a 350 square foot addition to the rear side of the house as well as a 216 square foot covered terrace to the rear of the property. Also included is a request to convert the garage to additional living space.

C. 8858 Dickens Avenue – Addition - The applicant is requesting to build a 2,074.4 square foot two-story addition on the rear side of the structure.

D. 8927 Abbott Avenue – Addition - The applicant is requesting to demolish an existing Florida room and replace with an 803.0 square foot addition to the rear side of the house.

E. 9000 Abbott Avenue – Addition - The applicant is requesting to demolish an existing garage and sunroom and replace with a 1,444.0 square foot two-story addition to the secondary front and rear side of the house. The applicant is also proposing a pool, pool deck, fencing, and a new driveway.

4. Adjournment

PLANNING & ZONING BOARD

- 1. Call to Order/Roll Call**
- 2. Commissioner Daniel Gielchinsky- Town Commission Liaison Report**
- 3. Planning and Zoning Board Member – Sustainability Subcommittee Liaison Report**
- 4. Approval of Minutes – August 31, 2017**
- 5. Discussion Items:**
 - A. Sea Level Rise and Freeboard - Verbal**
 - B. Pedestrian Circulation - Verbal**
 - C. Future Agenda Items**
- 6. Adjournment**

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING.

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. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE TOWN WEBSITE AT www.townofsurfsidefl.gov.

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
DESIGN REVIEW BOARD/
PLANNING & ZONING BOARD
MINUTES**

August 31, 2017 – 6:00 p.m.

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

DESIGN REVIEW BOARD

1. Call to Order/Roll Call

Chair Lindsay Lecour called the meeting to order at 6:05 p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Brian Roller, Board Member Peter Glynn, Board Member Richard Iacobacci and Board Member Jorge Gutierrez.

2. Approval of Minutes – June 29, 2017

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

3. Design Review Board Applications:

A. 524 90th Street – Fence - The applicant is requesting fencing to enclose a pool. A 4.5-foot-high aluminum rail fence is proposed facing 90th Street and a 6-foot wood fence with a gate is proposed along the side and rear of the property.

Town Planner Sarah Sinatra presented the item.

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

B. 1404 Biscaya Drive – Carport Conversion - The applicant is requesting to convert their carport to additional living space.

Town Planner Sarah Sinatra presented the item.

Board Member Iacobacci stated that the plans included in the packet were not detailed and made a motion to defer to the next meeting. The motion received a second from Board Member Gutierrez and all voted in favor.

C. 9448 Harding Avenue – Sign - The applicant is requesting one (1) illuminated wall sign for an Alexia + Frankie's Beauty Bar retail business.

Town Planner Sarah Sinatra presented the item.

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

1. Proposed sign shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit rain water to flow down the wall face;
2. The wall face shall be reconditioned and painted as necessary;

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

D. 9599 Harding Avenue – Sign - The applicant is requesting one (1) illuminated wall sign for Iberia Bank.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made motion to accept with the following conditions:

1. Proposed sign shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit rain water to flow down the wall face;
2. The wall face shall be reconditioned and painted as necessary;
3. All power electrical boxes and switches shall be removed;

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

E. 9551 Harding Avenue - Sign - The applicant is requesting two (2) window signs and one (1) projecting sign for Araxi Burger Restaurant.

Town Planner Sarah Sinatra presented the item.

Board Member Gutierrez made a motion to accept with the following condition:

1. Two (2) hanging signs are allowed.

The motion received a second from Board Member Glynn. The motion carried 5-1 with Board Member Iacobacci voting in opposition.

F. 8811 Emerson Avenue – Addition - The applicant is requesting a 334.7 square foot addition to the rear side of the house with a covered terrace.

Town Planner Sarah Sinatra presented the item.

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

G. 8851 Froude Avenue – Addition - The applicant is proposing the construction of a two-story addition on the back of an existing single-family residence.

Town Planner Sarah Sinatra presented the item.

Mr. Jeff Rhodes spoke in favor of the item.

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

1. At Building Permit, a property survey will be required to be submitted that confirms the crown of road elevation.

The motion received a second from Board Member Gutierrez. The motion carried 6-0.

4. Quasi-Judicial Application:

A. Surf Club NW Building Site Plan Amendment

A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD, RECOMMENDING APPROVAL OF A SITE PLAN AMENDMENT APPLICATION, TO MODIFY THE DESIGN OF THE NORTHWEST BUILDING TO REDUCE RETAIL SPACE; REMOVE ALL RESIDENTIAL UNITS; ADD BACK-OF-HOUSE SPACE FOR THE HOTEL TO ADD OFFICE SPACE AND KITCHEN SPACE FOR THE RESTAURANT; INCREASE ON-SITE PARKING FROM 67 SPACES TO 161 SPACES; AND PERMIT MODIFICATION OF RELATED SITE IMPROVEMENTS; ALL FOR PROPERTY GENERALLY LOCATED AT 9100 COLLINS AVENUE, SURFSIDE, FL, AS SUBMITTED BY THE SURF CLUB, INC.; PROVIDING FOR A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

Deputy Clerk Elora Riera read the title of the resolution.

Chair Lecour explained the quasi-judicial process and the duties of the members of the Design Review Board.

Deputy Clerk Riera confirmed that compliance with advertising requirements have been met.

Town Attorney Kathy Mehaffey asked the Members of the Design Review Board if they had ex-parte communications with the applicant to which they all answered negative.

Deputy Clerk Riera swore in everyone wishing to speak in favor or against the item.

Town Planer Sarah Sinatra introduced the item to the Design Review Board by giving a PowerPoint Presentation.

Alexander Tachmes representing the applicant gave a presentation and spoke in favor of the item.

Koby Karp representing the applicant gave a presentation and spoke on the item.

Public speaker Ben Acquario spoke on the item.

Board Member Gutierrez had some questions on the site plan as to signage, elevation and other aspects of the project. The applicant addressed all the questions.

After some discussion, Board Member Iacobacci made a motion to recommend the project to the Planning and Zoning Board with the following conditions:

Revisit the five (5) foot sidewalks

Revisit shade canopies on the sidewalks

Continue to push for a crosswalk and light on East side

Ensure there is screen on the garage roof top

Adhere to Town's Tennis Club hours

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

5. Adjournment

There being no further business to come before the Design Review Board, Board Member Gutierrez made a motion to adjourn the meeting. The motion received a second from Board Member Glynn and all voted in favor. Meeting adjourned at 7:18pm.

Accepted this ____ day of _____, 2017

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Lillian Arango, Town Attorney
 Date: September 28, 2017
 Re: 9569 Harding Avenue – AT&T

The subject property is located at 9569 Harding Avenue and is within the SD-B40 zoning district. The applicant is requesting one (1) illuminated wall sign for an AT&T retail business. The applicant is proposing channel letters on a raceway with a logo.

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	16.5 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 and logo
Prohibited Word Content	Signs may not include the following: 1) Phone numbers; 2) Any reference to price, except as provided in regards to “window sign.”	No phone number No reference to price



<p>Location</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>Illumination</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>Proposed sign utilize internal LED illumination.</p>

RECOMMENDATION

Staff recommends approval subject to the following conditions:

- 1) Proposed sign shall be off-set from the wall a minimum of one quarter inch to a maximum of two inches to permit rain water to flow down the wall face;
- 2) The wall face shall be reconditioned and painted as necessary;



MEMORANDUM

To: Design Review Board

Thru: Guillermo Olmedillo, Town Manager

From: Sarah Sinatra Gould, AICP, Town Planner

CC: Lillian Arango, Town Attorney

Date: September 28, 2017

Re: 9165 Froude Avenue– Addition and Garage Conversion

The property is located at 9165 Froude Avenue, within the H30B zoning. The applicant is requesting a 350 square foot addition to the rear side of the house as well as a 216 square foot covered terrace to the rear of the property. Also included is a request to convert the garage to additional living space.



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 Guideline 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	Less than 30 feet

Sec. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	18.9 feet (Existing)
Interior side (lots equal to or less than 50 feet in width)	Minimum 5 feet	5.0 feet
Rear	Minimum 20 feet	28.25 feet

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 square feet	5,600 square feet
Maximum lot coverage	40%	38.9%
Pervious area	35% (minimum)	> 35%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
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; (e)Number and location of doors and windows; and (f)Roof style and pitch.	The front façade will not be modified other than to replace windows and add a window replacing a garage door.
Wall openings	10% for all elevations	All elevations are 10% or greater for wall openings.
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;	The existing roof remains which is cement tile. The proposed addition is a flat roof.

	(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.	
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Sec. 90-50.1 (5) Garage Facades

Required	Proposed
1 window	1 window on the front elevation.
Landscaping required along the base	Landscaping has not been provided.

Sec. 90-77Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	Existing driveway is not big enough for 2 spaces.

**Town of Surfside Adopted Residential Design Guidelines
Building Massing**

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

Main Entries

Required	Proposed
Prominent and oriented to the street	The existing main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	The majority of the structures are one story in nature.
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

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	Consistent.

Overall Architectural Style

Required	Proposed
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

Required	Proposed
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. The applicant needs to submit color elevations and descriptions of the materials to be used.

Roof Materials, Types, and Slopes

Required	Proposed
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; 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.	Existing structure has cement tile roof. A flat roof is proposed for the rear addition.

Windows and Trims

Required	Proposed
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 the Board consider the application. Applicant needs to submit color elevations and descriptions of the materials to be used. If the Board desires to approve the application it should be subject to the following conditions:

1. At time of Building Permit, the driveway needs to be enlarged to meet the minimum requirements for 2 parking spaces for a single-family residence. The minimum parking space size is 9’x18’ per each space.
2. At time of Building Permit, landscaping is required to be added at the base of the house were the garage door used to be.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Lillian Arango, Town Attorney
Date: September 28, 2017
Re: 8858 Dickens Avenue– Addition

The property is located at 8858 Dickens Avenue, within the H30B zoning. The applicant is requesting to build a 2,074.4 square foot two-story addition on the rear side of the structure. The entire house will be remodeled.



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 Guideline 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	29.17 feet

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS 50% to 64% OF FIRST STORY FLOOR AREA	Required	Proposed 57.4%
Maximum Lot Coverage	40%	39.7%
FIRST STORY (Up to 15 feet in Height)		
Primary Frontage	Minimum 20 feet	20.06 feet
Interior side	Minimum 5 feet	North side 5.00 feet South side 6.33 feet
Rear	Minimum 20 feet	27.3 feet
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 25 feet	> 25 feet
Interior side (Wall length is equal to or less than 25% of the lot depth)	Minimum 5 Feet/ Average 7.5 feet	7.75 feet
Rear	Minimum 20 feet/ Average n/a	20.33 feet

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 feet	5,625 square feet
Maximum lot coverage	40%	39.7%
Pervious area	35% (minimum)	45.4%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
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 two-story addition is on the rear of the house which creates unique massing of the structure. The entire house will be remodeled and will utilize similar materials and roof

	the structure; (b)Number of stories; (c)Façade materials; (d)Porches and other similar articulation of the front façade; (e)Number and location of doors and windows; and (f)Roof style and pitch.	materials. Roof pitch is different on first floor verses second floor which adds to the unique articulation of the proposed remodeled house.
Wall openings	10% for all elevations	Proposed addition includes windows and doors. All elevations are 10% or greater for wall openings.
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.	Concrete tile roof is proposed.

Sec. 90-77 Off-Street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces are provided.

Town of Surfside Adopted Residential Design Guidelines

Building Massing

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

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	Consistent.

Overall Architectural Style

Required	Proposed
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

Required	Proposed
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	Consistent

Roof Materials, Types, and Slopes

Required	Proposed
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; 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.	A concrete tile roof is proposed

Windows and Trims

Required	Proposed
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 subject to the following condition:

1. The crown of road spot elevations will need to be verified at time of Building Permit application.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Lillian Arango, Town Attorney
Date: September 28, 2017
Re: 8927 Abbott Avenue – Addition

The property is located at 8927 Abbott Avenue, within the H30B zoning. The applicant is requesting to demolish an existing Florida room and replace with an 803.0 square foot addition to the rear side of the house. Material selection and architectural styles between the existing house and proposed addition are not clear.



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 Guideline 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	Less than 30 feet

Sec. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	20 feet
Interior side (lots equal to or less than 50 feet in width)	Minimum 5 feet	5 feet – existing 5.67 feet – proposed
Rear	Minimum 20 feet	30.6 feet

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	5,600 feet	5,625 square feet
Maximum lot coverage	40%	39.36%
Pervious area	35% (minimum)	>35%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
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; (e)Number and location of doors and windows; and (f)Roof style and pitch.	The addition is on the rear of the house. The addition is a different architectural style than the existing structure and the applicant has not supplied color elevations or materials to clarify if similar materials and colors will be used. Also the existing house has a sloped roof while the addition proposes a flat roof.
Wall openings	10% for all elevations	Proposed addition includes windows and doors. All elevations are 10% or greater for wall openings.
Roof Material	(a) Clay Tile; (b) White concrete tile; (c) Solid color cement tile which	A flat roof is proposed for the addition.

	<p>color is impregnated with the same color intensity throughout, provided said color if granted approval by the Design Review Board;</p> <p>(d)Architecturally embellished metal if granted approval by the Design Review Board; or</p> <p>(e)Other Florida Building Code approved roof material(s) if granted approval by the Design Review Board.</p>	
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Sec. 90-77 Off-Street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces are provided.

Town of Surfside Adopted Residential Design Guidelines

Building Massing

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

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	Not Consistent. Color elevations and descriptions of materials have not been supplied to verify if similar materials and colors will be used throughout.

Overall Architectural Style

Required	Proposed
The overall style of each house should be consistent on all sides of the building, as well as among all portions of the roof.	Not Consistent. The rear addition is a different architectural style than the existing house. The existing roof structure is a sloped tile roof while a flat roof is proposed on the addition.

Wall Materials and Finishes

Required	Proposed
The same material should be used on all building elevations unless multiple materials	Not Consistent. Material and color consistency between the existing and

are a legitimate expression of the particular style.	proposed structure is not clear. Stucco appears to be being used on all sides but needs to be confirmed by applicant. Consistency of other building materials also needs to be clarified.
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Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Not Consistent. Existing structure has a sloped tiled roof while the addition proposes to utilize a flat roof.
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.	A flat roof is proposed for new addition areas.

Windows and Trims

Required	Proposed
Window styles should always be consistent among all elevations of a building.	Not Consistent. It is not clear if the existing windows of the existing structure will be changed to match the proposed windows of the addition.
Frame materials should never vary on a single building.	Not Consistent. It is not clear if the existing windows of the existing structure will be changed to match the proposed windows of the addition.
Window, door and eave trim should be consistent on all elevations of the house	Not Consistent. It is not clear if the existing windows of the existing structure will be changed to match the proposed windows of the addition.

RECOMMENDATION

Staff recommends the Board consider the application. However, at time of application, the submitted items did not include enough information related to proposed building colors, materials and styles. The applicant needs to supply the Board with information regarding building materials and colors to verify if the proposed addition will be similar enough to the existing house since the architectural styles are different.



MEMORANDUM

To: Design Review Board

Thru: Guillermo Olmedillo, Town Manager

From: Sarah Sinatra Gould, AICP, Town Planner

CC: Lillian Arango, Town Attorney

Date: September 28, 2017

Re: 9000 Abbott Avenue– Renovation and Two-Story Addition

The property is located at 9000 Abbott Avenue, within the H30B zoning. The applicant is requesting to demolish an existing garage and sunroom and replace with a 1,444.0 square foot two-story addition to the secondary front and rear side of the house. The applicant is also proposing a pool, pool deck, fencing, and a new driveway.



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 Guideline 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	27.08 feet

Sec. 90-45. Setbacks

<i>H30A</i> UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	Required	Proposed 49.8%
<i>Maximum Lot Coverage</i>	40%	28.7%
FIRST STORY		
Primary Frontage	Minimum 20 feet	27.92 feet
Secondary Frontage	Minimum 10 feet	10.08 feet
Interior side (lots over 50 feet in width)	Minimum 10% of the frontage (5.5 feet)	Existing 5.33 feet
Rear	Minimum 20 feet	20.16 feet
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 22.5 feet	60.54 feet
Secondary Frontage	Minimum 10 feet/Average 12.5 feet	12.75 feet
Interior side (lots over 50 feet in width)	Minimum 10% of the frontage (5.5 feet) / Average n/a	6.83 feet
Rear	Minimum 20 feet/ Average n/a	20.25 feet

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Minimum Lot width	50 feet	55.07 feet
Minimum lot area	5,600 square feet	6,160 square feet
Maximum lot coverage	40%	38.7%
Pervious area	35% (minimum)	53.1%

Sec. 90.50 Architecture and roof decks

	Required	Proposed
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)	The entire house will be renovation and a partial second floor will be added on the secondary

	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; (e)Number and location of doors and windows; and (f)Roof style and pitch.	and rear of the property. A porch and unique front and side elevation are proposed with a gabled metal roof.
Wall openings	10% for all elevations	Proposed renovation and addition includes windows and doors. All elevations are 10% or greater for wall openings.
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.	A metal roof is proposed for the structure which must be approved by the Design Review Board

Sec. 90.54.2 Accessory swimming pools and decks

Setbacks	Required	Proposed
Primary Frontage	Minimum 10 feet	12.5 feet
Secondary Frontage	Minimum 10 Feet	11.5 feet
Interior Side	Minimum 5 Feet	6.75 feet
Rear	Minimum 5 Feet	N/A

Sec. 90.56 Fences, walls and hedges

	Required	Proposed
Fence	Fences in the front are only permitted with the Planning and Zoning Board's approval.	A 2-foot solid fence with a 2-foot wood fence with white-enamel finish is proposed along the front and secondary front property lines. The fencing is proposed to stay out of the visual clearance areas of the corner. Landscaping is proposed on the inside of the fence.

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

Frontage	Maximum Height (Feet)	Maximum Opacity (Percent)	Proposed
55.07 feet	4 feet	All wall and fence surfaces above two (2) feet measured from grade shall maintain a maximum opacity of fifty (50) percent	A 2-foot solid fence is proposed with a 2-foot wood fence with white-enamel finish is proposed along the front and secondary front property lines. The proposed fencing stays out of the front corner clearance area in conformance with Sec 90-52. Maximum opacity is required to be 50% for the 2-foot wood fencing above the 2-solid fencing – needs to be verified.

Sec. 90.61.1 Paving in front and rear yards in H30 and H40 Districts

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	> 50%
Front yard landscaped	30% minimum	> 30%
Rear yard landscaped	20% minimum	> 20%
Number of Curb Cuts	One minimum	One
Curb Cut side set back	5 feet minimum	> 5 feet
Curb cut width	18 feet width maximum	18 feet

Driveway Materials	Limited to the following 1. Pavers 2. Color and texture treated concrete, including stamped concrete 3. Painted concrete shall not be permitted. 4. Asphalt shall not be permitted.	Concrete Pavers
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Sec. 90-77 Off-Street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces are provided.

Town of Surfside Adopted Residential Design Guidelines

Building Massing

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

Decorative Features

Required	Proposed
Decorative features should be stylistically consistent throughout the entire building.	Consistent.

Overall Architectural Style

Required	Proposed
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

Required	Proposed
The same material should be used on all building elevations unless multiple materials are a legitimate expression of the particular style.	Consistent

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Consistent

<p>Restricted materials for roofs are pre-determined in the Town's Building Code, which restricts roofing materials to:</p> <ol style="list-style-type: none"> 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. 	<p>A metal roof is proposed for the structure which must be approved by the Design Review Board</p>
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Windows and Trims

Required	Proposed
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 subject to the following conditions:

1. At time of Building Permit, the front fencing above 2 feet in height needs to be verified that it meets the less than 50% opacity requirement.

**SITE PLAN PACKAGE
BACKUP IS AVAILABLE IN
THE TOWN CLERK'S
OFFICE.**

THANK YOU.

PLANNING & ZONING BOARD

MINUTES

1. Call to Order/Roll Call

Chair Lindsay Lecour called the meeting to order at 7:18 p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Brian Roller, Board Member Peter Glynn and Board Member Richard Iacobacci. Commissioner Daniel Gielchinsky attended as liaison.

2. Commissioner Daniel Gielchinsky- Town Commission Liaison Report

Commissioner Gielchinsky reported that the Commission did not meet during the month of August and spoke about the July Commission meeting. He stated that the Commission gave direction to the Town Manager to do a Community meeting with the residents from 89th and 90th Street to propose the Walkability plan. The Manager will provide feedback to the Commission during their September 12, 2017 Regular Commission meeting.

Commissioner Gielchinsky also informed the Board that the Commission will also have a Special Commission meeting on September 26, 2017 with a presentation from Doctor Kury to present the pros and cons of undergrounding the utility lines.

He spoke about the recent vacancy on the Design Review Board as Mr. Covin can no longer serve as a Board Member and encouraged anyone qualified to apply for this vacancy.

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

Chair Lecour spoke about her attendance at the Sustainability Sub Committee Meeting earlier that day and gave a brief update as to what the Committee discussed.

4. Approval of Minutes – June 29, 2017

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

Chair Lecour suggested adding more detail under the discussion items section.

5. Quasi-Judicial Application:

A. Surf Club NW Building Site Plan Amendment

A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, PLANNING AND ZONING BOARD, RECOMMENDING APPROVAL OF A SITE PLAN AMENDMENT APPLICATION, TO MODIFY THE DESIGN OF THE NORTHWEST BUILDING TO REDUCE RETAIL SPACE; REMOVE ALL RESIDENTIAL UNITS; ADD BACK-OF-HOUSE SPACE FOR THE HOTEL TO ADD OFFICE SPACE AND KITCHEN SPACE FOR THE RESTAURANT; INCREASE ON-SITE PARKING FROM 67 SPACES TO 161 SPACES; AND PERMIT MODIFICATION OF RELATED SITE IMPROVEMENTS; ALL FOR

PROPERTY GENERALLY LOCATED AT 9100 COLLINS AVENUE, SURFSIDE, FL, AS SUBMITTED BY THE SURF CLUB, INC.; PROVIDING FOR A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

Deputy Clerk Elora Riera read the title of the resolution.

Chair Lecour explained the quasi-judicial process and the duties of the members of the Planning and Zoning Board.

Deputy Clerk Riera confirmed that compliance with advertising requirements have been met.

Town Attorney Kathy Mehaffey asked the Members of the Planning and Zoning Board if they had ex-parte communications with the applicant to which they all answered negative.

Deputy Clerk Riera swore in everyone wishing to speak in favor or against the item.

Chair Lecour opened the Public Hearing. No one spoke on the item and Chair Lecour closed the Public Hearing.

Chair Lecour asked the Board for any further questions or concerns that they may have for Staff or the applicant. No further questions were asked.

Board Member Iacobacci made a motion to approve with the conditions previously discussed during the Design Review Board meeting. The motion received a second from Board Member Roller and all voted in favor.

6. Discussion Items:

A. Alexis Alvey – Safe Harbor: Creating a Walkable Surfside

FIU graduate Ms. Alvey presented to the Planning and Zoning Board with her study on how to improve walkability within the Town. She explained that her presentation is only for informational purposes.

After her presentation, the members of the Planning and Zoning Board had some questions on how to possibly make this happen within the Town.

Town Manager Olmedillo expressed his interest in achieving some of the aspects within the presentation and making Surfside a more walkable place. He also explained that he will provide the Town Commission with an update during the September 12, 2017 Regular Commission meeting.

Chair Lecour asked if there is any similar pilot program for the business district. Town Manager Olmedillo stated that anything that could be done within the Business District will attract more people into the Town.

Vice Chair Frankel suggested to have meetings with property owners to see if there can be a unified look throughout the Town.

Chair Lecour would like an update during the next meeting and maybe a more detailed presentation regarding walkability within the Business District.

Chair Lecour requested that a copy of the presentation be sent to the Board.

B. Sea Level Rise and Freeboard

Town Planner Sarah Sinatra spoke about the 5 feet of freeboard. She explained the issues that Miami Beach is facing with this as well.

She presented some graphics to show the difference between a two foot of freeboard and one foot of freeboard. Sarah explained more about the concept and offered to do some more research that will not require a referendum. Sarah Sinatra stated that she will present some new language during the next Planning and Zoning Meeting and most likely present it to the Town Commission in the month of October.

Board Member Glynn feels very strong about doing a referendum and believes the Town should do something about sea level rise and freeboard.

The Board requested to possibly leave the referendum open as they would like to discuss it further, if possible during a special meeting. The Board agreed to possibly meet on September 18, 2017.

C. Artificial Grass

Town Planner Sarah Sinatra presented the item. She explained that currently the Town code does not permit artificial grass. A resident made a request for the Town Commission to amend the code to allow artificial grass.

The resident spoke on the item and stated that he has been the only one in Town that has been cited. He provided the Board with the specification of the grass he installed and requested the Board to modify the code.

Town Manager Olmedillo spoke on the item and explained that once he was made aware of the issue and there were more people involved, he requested the Code Enforcement Director to put a hold on any code violations or citations until the issue is discussed by Planning and Zoning and the Town Commission.

After some discussion, the Board was not in favor of changing the Town Code to allow artificial grass.

D. Future Agenda Items

Five-foot sidewalk suggested by Design Review Board Member Gutierrez

E. Adjournment

There being no further business to come before the Planning and Zoning Board, Board Member Glynn made a motion to adjourn the meeting. The motion received a second from Vice Chair Frankel and all voted in favor. Meeting adjourned at 8:50 pm.

Accepted this _____ day of _____, 2017

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk

ITEM	OUTCOME	NEXT STEPS	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS				
Stepback discussion	Commission has requested the PZ board analyze this requirement	Prepare visual and calculation of volume, how much square footage does this equate to	Future PZ	
Maximum building lengths			March PZ, will come back to a Future PZ	
Setback for parapet above 30 feet on single family homes	Prepare ordinance to require additional setback	Draft code amendment	Future PZ	
Architecturally Significant Ordinance	Discussion requested for modifications to the ordinance		Future PZ	
Driveway	Prepare code modification that limits a driveway so that it does not exceed the front plane of the home.		Future PZ	
West Side of Collins	Discussion on amenities permitted	Discuss with PZ	Future PZ	
Impact fee discussion			Future PZ	
Ways to increase pervious area of lots	Place on PZ agenda for discussion. Provide PZ with current standards		Future PZ	
Tree Canopy Initiative/ Single family district Streetscape master plan	\$8,000 budgeted in the FY 2014-2015 budget for the tree canopy	Town Manager analyzing. Would need inclusion in the budget for additional projects.		
Fences & Hedges in the front of single family residences	Modify ordinance	Discussion on hedge height in the front	Future PZ	
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes	Preparing graphics on reductions in 2 nd floor		On hold until full discussion of height and

Requiring larger sidewalks on east side of Collins	Discussion item for PZ from the Town Commission to require setback of walls and fences on Collins to provide larger sidewalks	Further review by staff	Future PZ	sea level rise.
Satellite dishes		Research and prepare report for discussion and possible code amendment	Future PZ	
Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	Draft code amendment	Future PZ	
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	Future PZ	
Final Inspections	Zoning Town Manager will analyze			
Trellis	Review if a trellis attached to the house is considered an accessory structure.		Future PZ	
Landscape Plans	Require landscape plans for large scale renovations (renovations affecting more than 50% of the square footage of the house)			
Request to Commission for a referendum on one-way streets in residential to support a streetscape plan	In budget to perform analysis for update of undergrounding	PZ discussion on pedestrian safety and walkability	Presentation by the Town Manager at the November & December PZ meetings.	
ON UPCOMING COMMISSION AGENDA				
Roof Pitch of Single Family	Modify ordinance to include roof pitch above top of the truss as an architectural feature	Provide side by side elevation in current code to the top of the flat roof to demonstrate it is 3 feet	Commission in June or July	Tying to give a foot, get a foot.

Circulation pattern	Prepare graphics	above the top of a pitched roof.	May Commission	
Give a foot, get a foot relating Sea Level Rise	Place on agenda for discussion on referendum	Prepare visuals, timeline and cross section.	May Commission	Presenting alternative options at September meeting
- Flat Roof vs. Pitch roof				
ON FUTURE COMMISSION AGENDA				
Commercial waste and recycling	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment		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		Waiting Placement on Commission Agenda
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission		Upcoming Commission agenda.
COMPLETED				
Requiring noticing for demolition of houses	Research option and place on agenda for discussion			Yes
H40, H30 & SDB40 Architecturally Significant ordinance	Review with PZ options for architecturally significant ordinance for other zoning districts.	PZ discussion	Will discuss budget with the Town Manager	Discussed at December PZ. Board requested table with zoning of H40 & H30. Scheduled for discussion for January PZ
Sign Definitions	Modify sign definitions for monument and sign area	Drafted code amendment		No-Action

Carports	Require improved surface on frame	Addressed in Code			September PZ	Yes
Provide summary on construction hours and noise ordinance	Place update on PZ agenda.				September PZ	Yes
Workforce housing update					September PZ	Yes
Add requirement for licensed architect for DRB submittals	Reviewing entire section relating to DRB	Draft code amendment				May Commission Agenda
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in NOVEMBER		January Commission	Complete
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 st reading, July PZ August Commission for 2 nd 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 th Street	Open Bay Drive off 96 th Street	Staff will research	Police and Building to research		No change. Police Chief	COMPLETE

						cited safety concerns	
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 flood elevation for the H120 district	No change	No further action needed		N/A	COMPLETE		
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 setbacks in the H120 district	No action necessary since Planning and Zoning Board currently reviewing setbacks 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	In-contract	No further modification necessary			

			permitted in cases where the driveway would be too short. Draft code amendment	In contract	Discussed at March meeting.	Commission 1st reading in May. PZ in May
Sheds	Modify ordinance to increase square footage, but reduce height and add landscape requirements.					