



**Town of Surfside
Town Commission Meeting
AGENDA**

November 13, 2018

6:00 p.m.

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

1. Opening

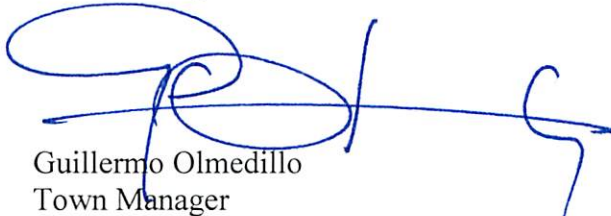
- A. Call to Order**
- B. Roll Call of Members**
- C. Pledge of Allegiance**

2. Code Compliance Priorities and Process – Guillermo Olmedillo, Town Manager

- Code Compliance Mission
- Existing Policy
- Code Compliance Process
- Questions and Answers

3. Adjournment

Respectfully submitted,



Guillermo Olmedillo
Town Manager

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.

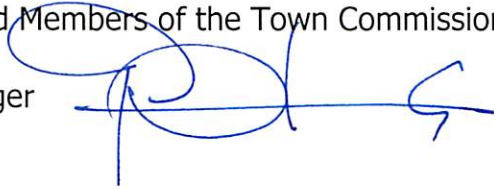
TWO OR MORE MEMBERS OF OTHER TOWN BOARDS MAY ATTEND THIS MEETING.

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.



MEMORANDUM

ITEM NO. 2

To: Honorable Mayor, Vice-Mayor and Members of the Town Commission
From: Guillermo Olmedillo, Town Manager 
Date: November 13, 2018
Subject: Code Compliance Priorities Workshop

On June 22, 2016, the Town Commission met at a Special Town Commission Meeting to discuss the Code Compliance Process and Priorities. At the meeting, the Town Commission gave direction to focus on the following priorities: 1st - public health and life-safety issues, 2nd - nuisances, and 3rd - "quality-of-life" issues (see attachment "A").

The Code Compliance Division of the Town operates under strict guidelines that are established by State law, County codes and the Town's Code of Ordinances. In 85-90% of our cited code violation cases, voluntary compliance is achieved through the use of a Courtesy Notice or via verbal communication with the property owner.

The Administration seeks input from the Town Commission as to the priorities for code violation inspections and enforcement.

APG/DT

Attachment “A”

MOST FREQUENTLY CITED CODE VIOLATIONS

Public Health and Life Safety

- Building/Construction Work in Progress without Permit(s)
- Unsafe Structures
- Stagnant Swimming Pools
- Unprotected/Unsecured Swimming Pools
- Minimum Housing Standards Violations
- Bee Infestation
- Trees Branches on Power Lines
- Mulch on Right-of-Way
- Failure to Submit Building Recertification Reports
- Licensing Violations
- Sea Turtle Lighting Violations
- Plastic Straws
- Polystyrene Containers
- Beach Furniture Violations
- Zoning Code Violations

Nuisances

- Uncontrolled Barking Dogs
- Dog Defecation
- Noise Violations

Quality-of-Life issues

- Overgrown Grass and Vegetation
- Sidewalk Café Violations
- Short-Term Rental Violations
- General Property Maintenance Violations (Residential and Commercial)
- Litter, Garbage, Trash and Debris
- Artificial Grass
- Vacant Lots and Vacant Properties (Residential and Commercial)



TOWN OF SURFSIDE

Code Compliance Priorities Workshop

November 13, 2018

CODE COMPLIANCE MISSION

- Educate and inform the public on the provisions of the Town Code by providing a better understanding of the fundamental principles behind the laws and ordinances, and the benefits of compliance.
- Work with affected parties in achieving voluntary compliance.
- Uniformly and consistently enforce the Town's Code of Ordinances.

EXISTING POLICY DIRECTION

- **1st PRIORITY: PUBLIC HEALTH AND LIFE SAFETY**
- **2nd PRIORITY: NUISANCES**
- **3rd PRIORITY: QUALITY-OF-LIFE ISSUES**

CODE COMPLIANCE PROCESS

- Receipt of a Complaint or Direct Observation of a Code Violation
- Investigation, Evidence (personal investigation and observation by a Code Compliance Officer, photographs of the violation taken by the Code Compliance Officer, sworn witness statements), and Due Diligence
- Initial Contact with Notification to Property Owner via a Courtesy Notice
- Reasonable Time Period to Bring the Violation into Compliance (if not a Repeat Violator)
- Issuance of a Civil Violation Notice (CVN) to the Property Owner
- Reasonable Time Period to Bring the Violation into Compliance
- Notification of Non-Compliance to the Property Owner
- Scheduling of a Special Master Hearing
- Adjudication and issuance of a Special Master Order

VOLUNTARY COMPLIANCE: 85 - 90%

- Via Courtesy Notices
- Via verbal communication with the offender



QUESTIONS & ANSWERS