



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

Town Hall Commission Chambers
9293 Harding Ave., 2nd Floor
Surfside, Florida 33154

**JANUARY 29, 2015
7:00 PM**

AGENDA

DESIGN REVIEW BOARD

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES: JANUARY 8, 2015**
4. **DESIGN REVIEW BOARD APPLICATIONS:**
 - A. Request of the Owner of Property located at 9024 Harding Avenue**
The applicant is requesting to legalize a carport canopy.
 - B. Request of the Owner of Property located at 8834 Froude Avenue**
The applicant is requesting a garage conversion to additional living space.
 - C. Request of the Owner of Property located at 9217 Bay Drive**
The applicant is requesting a garage conversion to additional living space.
 - D. Request of the Owner of Property located at 9472 Byron Avenue**
The applicant is requesting a garage conversion to additional living space.
 - E. Request of the Tenant of Property located at 9482 Harding Avenue**
The tenant is requesting to install a new sign Nikki's Beach House Boutique.

F. Request of the Tenant of Property located at 9455 Harding Avenue
The tenant is requesting to install a new sign for Provence Touch.

G. Request of the Owner of Property located at 8858 Froude Avenue
The applicant is requesting to build an addition.

H. Request of the Owner of Property located at 9181 Abbott Avenue
The applicant is requesting to build a new single family home.

I. Request of the Owner of Property located at 8842 Hawthorne Avenue
The applicant is requesting to build an addition and remodel the existing property.

J. Request of the Owner of Property located at 8811 Emerson Avenue
The applicant is requesting to build a new single family home.

K. Request of the Owner of Property located at 8712 Byron Avenue
The applicant is requesting to build a new single family home.

L. Request of the Owner of Property located at 8718 Byron Avenue
The applicant is requesting to build a new single family home.

M. Request of the Owner of Property located at 8726 Byron Avenue
The applicant is requesting to build a new single family home.

5. ADJOURNMENT.

PLANNING AND ZONING BOARD

AGENDA

JANUARY 29, 2015

7:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES:

4. DISCUSSION ITEMS:

A. Corridor Analysis Update

B. Practical Difficulty Variance Language

C. Future Agenda Items

5. PERMITS ISSUED AND REVENUE REPORT FOR DECEMBER 2014

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., 2nd Floor
Surfside, Florida 33154

**JANUARY 8, 2015
7:00 PM**

(Re-Scheduled from December 3, 2014)

MINUTES

DESIGN REVIEW BOARD

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 7:02 pm.

2. ROLL CALL

Recording Clerk Frantza Duval called the roll with the following members present: Board Member Peter Glynn, Chair Lindsay Lecour, Vice Chair Jacob Kligman, Board Member Armando Castellanos, Board Member Jessica Weiss and Board Member Moisha Rubenstein. Board Member Jorge Gutierrez was absent.

Chair Lecour introduced and welcomed the new Town Manager, Guillermo Olmedillo. Manager Olmedillo said he looks forward to working with the town of Surfside.

1.

3. APPROVAL OF MINUTES: **OCTOBER 30, 2014**

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

4. DESIGN REVIEW BOARD APPLICATIONS:

A. Request of the Owner of Property located at 8874 Carlyle Avenue

The applicant is requesting to build an aluminum rail fence.

Town Planner Sarah Sinatra presented the item.

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

1. The applicant work with the Code Compliance Department to assure the site triangle is in compliance.
2. The rail fence is on the inside and hedges on outside.

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

B. Request of the Owner of Property located at 9441 Carlyle Avenue

The applicant is requesting a garage conversion to additional living space.

Town Planner Sarah Sinatra presented the item.

Board Member Rubenstein made a motion to approve with the following condition:

1. The applicant provides landscaping in front of garage.

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

C. Request of the Owner of Property located at 9024 Harding Avenue

The applicant is requesting installation of a dark green vinyl carport canopy.

Town Planner Sarah Sinatra presented the item.

There was discussion as to the color of the house against the color of the awning and the Board requested more information and perhaps some pictures of the house. Board Member Glynn thought at some point they may have to decide what a matter of taste is and what is art as individuals see things differently.

Board Member Castellanos made a motion to defer the item. The motion received a second from Vice Chair Kligman and all voted in favor with Board Member Gutierrez absent.

D. Request of the Owner of Property located at 9380 Collins Avenue

The applicant is requesting minor façade changes to the west elevation. The changes include increasing height of the windows, replacing the glass entry door with a wood entry door and moving the sign from the green wall to the wood cladded wall.

Town Planner Sarah Sinatra presented the item with some pictures.

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

E. Request of the Owner of Property located at 9525 Harding Avenue

The tenant is requesting to install a new window sign for Citibank.

Town Planner Sarah Sinatra presented the item.

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

5. ADJOURNMENT.

There being no further business to come before the Design and Review Board the meeting adjourned at 7:18 p.m.

**PLANNING AND ZONING BOARD
MINUTES
JANUARY 8, 2015
7:00 PM**

1. CALL TO ORDER

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

2. ROLL CALL

Recording Clerk Frantza Duval called the roll with the following members present: Board Member Peter Glynn, Chair Lindsay Lecour, Vice Chair Jacob Kligman, Board Member Armando Castellanos, and Board Member Moisha Rubenstein.

Commissioner Cohen attended as liaison and arrived at 7:32 p.m.

3. APPROVAL OF MINUTES: OCTOBER 30, 2014

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

4. ORDINANCES:

A. 10% Wall Openings for Each Story-

**AN ORDINANCE OF THE TOWN COMMISSION OF THE
TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER
90 "ZONING", AND SPECIFICALLY AMENDING
SECTION 90-50 "ARCHITECTURE AND ROOF DECKS"
TO MODIFY THE CODE TO REQUIRE A 10% WINDOWS
PER FAÇADE OF A SINGLE FAMILY HOME PER
STORY; PROVIDING FOR INCLUSION IN THE CODE;
REPEALING ALL ORDINANCES OR PARTS OF**

ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

Recording Clerk Frantza Duval read the title of the ordinance.
Town Planner Sinatra gave an update on the ordinance.

Board Member Glynn made a motion to recommend for town approval. The motion received a second from Board Member Castellanos and all voted in favor.

B. Single Family Color Palette-

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING", AND SPECIFICALLY AMENDING SECTION 90-50 "ARCHITECTURE AND ROOF DECKS" TO LIMIT THE PERMITTED COLORS IN THE H30A AND H30B ZONING DISTRICTS TO THE FOUR LIGHTEST COLORS ON A COLOR SWATCH; PROVIDING FOR INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

Recording Clerk Frantza Duval read the title of the ordinance.

Town Planner Sinatra gave an update with color palates from different vendors. Board Member Glynn gave more details regarding the colors and the Board reviewed the four lightest colors for the primary structure as well as trim colors. It was suggested that residents come to the town with their color sample for approval and compare it to the palate on file. Board Member Rubenstein feels it is very difficult to restrict someone to a color palate. There was discussion regarding permits and fee when submitting a request for painting a house.

Public Speaker Alejandro Ramirez expressed he did not feel the town has a problem and asked out of the 1500 residences in Surfside how many are painted a color which may be construed as offensive. Chair Lecour said there were very few homes in question. Board Member Glynn said he wanted to avoid future problems because a new resident may wish to paint their home a very bold color which may cause a problem for an existing neighbor. Board Member Glynn isn't in favor of the ordinance but feels if there is a problem residents do have a way to come to the town for its regulations.

Building Official Ross Prieto also spoke and expressed his views. Town Manager Olmedillo also gave his insight and things to consider such as does the town want a certain image or flavor it wishes to project. There was much discussion on the item as the board does not want to restrict an individual from their preference in color and taste but at the same time they

want to protect a neighboring home from perhaps an extreme paint color. The Board was not entirely comfortable with the issue especially since pulling a permit has not been defined and if there would be a fee. The idea of dropping the issue and just monitoring the situation for approximately six months was also discussed.

Public Speaker Facundo Poj said that in another town one would only have to submit a color chip for approval, it was stamped and there was no need for a permit.

Chair Lecour polled the Board for their input as to what should be done. They all agreed that a permit would not be necessary but the paint color would need approval. Board Member Rubenstein was not entirely in favor of the limitation of the colors but it was discussed that one could appeal and show justification why they want to go outside of the approved palate. Town Planner Sinatra will bring the ordinance back to the Board January 29, 2015 with the edits suggested by the Board.

Board Member Rubenstein made a motion to recommend for town approval with the edits they will revisit January 29, 2015. The motion received a second from Vice Chair Kligman and all voted in favor.

5. DISCUSSION ITEMS:

A. Sheds

Town Planner Sinatra presented the item and gave an update.

Public Speaker Larisa Alonso said she needs more storage space and asked the Board to look at the restriction of 70 sq feet. She explained that in Florida there are no basements or attics and storage is a problem. Many people use their garages for lawn equipment and children's toys and some are now converting their garages into living areas which is creating more of a need for storage. She read the codes for other municipalities which range from 100-120 sq. feet and is requesting the town change its code to allow at least 100 square feet for storage sheds.

Planner Sinatra said the reason for denials in the past was mostly visual even though sheds must be in the back of a home. However if there is no fence or landscaping it can present a problem for a neighbor. The Board discussed enacting a buffer. However, they did not have a problem increasing the size to 100 sq. feet. Height of a shed structure was also discussed. Building Official Ross Prieto also gave some insight on the issue.

Town Planner Sinatra will come back with some language with the Board's suggestions.

B. Future Agenda Items

1. Lot coverage – practical difficulty
2. Corridor analysis
3. Update on Point Lake

6. PERMITS ISSUED AND REVENUE REPORT FOR OCTOBER AND NOVEMBER 2014

Public Official Ross Prieto gave an update.

7. ADJOURNMENT.

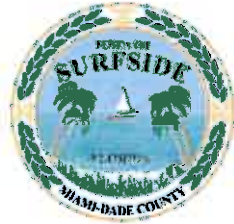
There being no further business to come before the Planning and Zoning Board the meeting adjourned at 8:39 p.m.

Accepted this _____ day of _____, 2015

Attest:

Chair Lindsay Lecour

Sandra Novoa, CMC
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: January 29, 2015
Re: 9024 Harding Avenue – After the Fact Carport Canopy

The property is located at 9024 Harding Avenue within the H30B zoning district. The applicant is requesting after the fact approval for the installation of a dark green vinyl carport canopy.

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

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





Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-58. - Carport canopies.

Requirement	Proposed
(1) Such canopy shall not exceed 20 feet in length, nor 20 feet in width.	Canopy is 18 feet long and 12' 8" feet wide.
(2) The height of such canopy shall not exceed ten feet.	Height is 8 feet 5 inches.
(3) The height of the side openings shall be at least six feet, three inches.	Height of side openings is 7 feet.
(4) Such canopy shall be subject to the following minimum setbacks: a. <i>Rear</i> : Five feet. b. <i>Interior side</i> : Five feet. c. <i>Primary (front) and secondary (corner)</i> : Two feet. d. <i>Rear of street curb</i> : Seven feet.	a. Not applicable. Canopy is in front of the residence. b. Interior side setback is 5 feet. c. Front setback is 2 feet. d. Seven Feet.
(5) A canopy shall at all times remain open on all four sides, if free standing, and open on three sides if attached to the main building.	Canopy is open on all sides.
(6) The area under a canopy must be entirely paved by an approved paving material.	Area under canopy is entirely paved.
(2) The framework height shall be a maximum of ten feet and a minimum of seven feet above grade. No uprights shall be installed closer than two feet from the front lot line.	Framework height is 9 feet 5 inches. The canopy is approximately 2 feet from the front lot line.

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: January 29, 2015

Re: 8834 Froude Ave– Garage Conversion

The property is located at 8834 Froude Ave, within the H30B zoning. The applicant is proposing 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 Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-50.1 (5) Garage Facades

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping provided along the base

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces proposed

RECOMMENDATION

Staff is recommending approval.



MEMORANDUM

To: Design Review Board

Thru: Guillermo Olmedillo, Town Manager

From: Sarah Sinatra Gould, AICP, Town Planner

CC: Linda Miller, Town Attorney

Date: January 29, 2015

Re: 9217 Bay Drive– Garage Conversion

The property is located at 9217 Bay Drive, within the H30B zoning. The applicant is proposing 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 Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-50.1 (5) Garage Facades

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping provided along the base

Sec. 90-77 Off-street Parking Requirements

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

RECOMMENDATION

Staff is recommending approval.



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 29, 2015
 Re: 9472 Byron Ave– Garage Conversion

The property is located at 9472 Froude Avenue, within the H30B zoning. The applicant is proposing 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 Guidelines standards, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-50.1 (5) Garage Facades

Required	Proposed
1 window	1 window
Landscaping required along the base	Landscaping required along the base – condition of approval

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces required – condition of approval

RECOMMENDATION

Staff is recommending approval with the following conditions of approval:

1. Provide the required landscaping at the base of the converted garage door.
2. Install a driveway to accommodate two vehicles.



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 29, 2015
 Re: 9482 Harding Avenue – New Sign

The property is located at 9482 Harding Avenue, within the SD-B40 zoning district. The applicant is requesting to install a new sign. The retail store is Nikki's beachhouse boutique. The applicant is proposing illuminated channel letters mounted on a wireway.

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. 90-71.1

Signs	Permitted	Proposed
Area	25 square feet	14 square feet
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Nature of business, services rendered or products sold on premises.	"Nikki's beachhouse boutique" (Trade Name)
Prohibited Word Content	Signs may not include the following: 1) Any reference to price, except as provided in regards to "window sign."	"Nikki's beachhouse boutique" (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>
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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: January 29, 2015
 Re: 9455 Harding Avenue – New Sign

The property is located at 9455 Harding Avenue, within the SD-B40 zoning district. The applicant is requesting to install a new sign. The retail store is The Provence Touch. The applicant is proposing PVC lettering mounted on an aluminum oval platform.

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. 90-71.1

Signs	Permitted	Proposed
Area	25 square feet	24 square feet
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Nature of business, services rendered or products sold on premises.	"The Provence Touch" (Trade Name)
Prohibited Word Content	Signs may not include the following: 1) Any reference to price, except as provided in regards to "window sign."	"The Provence Touch" (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>
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RECOMMENDATION

Staff recommends approval with the condition that the lighting shall be white wall wash LED lighting.



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 29, 2015
 Re: 8858 Froude Avenue – Addition

The property located at 8858 Froude Avenue is within the H30B zoning district. The applicant is proposing to add an addition, which includes a den/office and master bedroom.

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. 90.45 Setback

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	NA – not affecting front setback
Interior side	7.5 feet	10.55
Rear	Minimum 20 feet	N/A - not affecting rear setback

Sec. 90.49 Lot standards

Lot Standards H30B	Required	Proposed
Maximum lot coverage	40%	31.7%
Pervious area	35% (minimum)	45.7%

Sec. 90.50.1 Architecture and roof decks

	Required	Proposed
Wall openings	10% for all elevations	All elevations have 10% wall openings.
Roof Material	(a) Clay tile; (b) White concrete tile; (c) Solid color cement tile which	New roof to match existing color and type.

	<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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Town of Surfside Adopted Residential Design Guidelines

Transparency and Void Requirements

Required	Proposed
All elevations should provide for a minimum of 10% wall openings.	Minimum 10% wall openings provided.
New windows should be placed to avoid direct views into existing neighboring windows.	New windows are placed to avoid direct views into existing neighboring windows.

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.	Painted stucco to match existing.

Roof Materials, Types, and Slopes

Required	Proposed
Roof types and slopes should be generally the same over all parts of a single building.	Roof types and slopes are generally the same over all parts of the building.
<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>New roof to match existing color and type. Existing roof is tile.</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: January 29, 2015
Re: 9181 Abbott Avenue, New Residence

The property is located at 9181 Abbott Avenue, within the H30B zoning. The applicant is proposing the construction of a new one story single-family residence.



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
H30A	30 feet	28.3 feet

Sec. 90-45. Setbacks

Setbacks	Required	Proposed
Primary Frontage	Minimum 20 feet	21.4 feet
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	20 feet 1 inches

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%	40%
Pervious area	35% (minimum)	37%

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.	Façade will be painted stucco with siding for the upper elevation.
Wall openings	10% for all elevations	A minimum of 10% is provided for all 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,	Standing seam metal roof.

	<p>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. 90.61.1 Paving in front and rear yards in H30 and H40 Districts

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	59%
Front yard landscaped	30% minimum	42%
Rear yard landscaped	20% minimum	100%
Number of Curb Cuts	One	One curb cut
Curb Cut side set back	5 feet minimum	5 feet
Curb cut width	18 feet width maximum	17 feet
Driveway Materials	<p>Limited to the following</p> <ol style="list-style-type: none"> 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 slabs

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed
Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	2 trees	3 trees

Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot. For all lots larger than 8,000 square feet in	5 trees, 25 shrubs	5 and 25 shrubs provided.

area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area.		
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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	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Appropriate for block.
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.

Parking Driveways

Required	Proposed
The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	18 feet

Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Concrete blocks are provided.

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 and siding on the upper elevation.
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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.	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.	Standing seam metal roof.

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.



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Linda Miller, Town Attorney
 Date: January 29, 2015
 Re: 8842 Hawthorne Avenue – Family Room Remodel and Gazebo Addition

The property located at 8842 Hawthorne Avenue is within the H30A zoning district. The applicant is proposing to add a family room at the rear of the home and refurbish an existing deck in the backyard.

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	21 feet 7 inches

Sec. 90.45 Setback

H30B UPPER STORY IS less than 50% of the FIRST FLOOR AREA	Required	Proposed
FIRST STORY		
Primary Frontage	Minimum 20 feet	No changes proposed to front setback.
Interior side	5 feet	North: 5 feet 8 inches South: 5 feet
Rear	Minimum 20 feet	39 feet 6 inches

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 Feet	50 feet
Minimum lot area	8,000 feet	8,000 square feet
Maximum lot coverage	40%	33%
Pervious area	35% (minimum)	39%

Sec. 90.50.1 Architecture and roof decks

	Required	Proposed
Wall openings	10% for all elevations	All elevations have 10% 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.	New roof to match existing color and type. A new roof deck is also proposed over the remodeled addition.

Town of Surfside Adopted Residential Design Guidelines***Transparency and Void Requirements***

Required	Proposed
All elevations should provide for a minimum of 10% wall openings.	Minimum 10% wall openings provided.
New windows should be placed to avoid direct views into existing neighboring windows.	New windows are placed to avoid direct views into existing neighboring windows.

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.	Painted stucco to match existing.

Roof Materials, Types, and Slopes

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

<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; and4. Metal.	<p>New roof to match existing color and type. Existing roof is tile.</p>
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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: January 29, 2015
 Re: 8811 Emerson Avenue, New Residence

The property is located at 8811 Emerson Avenue, within the H30B zoning. The applicant is proposing the construction of a two story new single-family residence with a pool.



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
H30A	30 feet	29 Feet

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	Required	Proposed (38%)
Maximum Lot Coverage	40%	38%
FIRST STORY		
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	27 feet 6 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 22 feet	20 feet/ Average 25 feet
Interior side	Minimum 5 feet/Average n/a	9 feet
Rear	Minimum 20 feet/ Average n/a	27 feet 6 inches

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%	38%
Pervious area	35% (minimum)	36%

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	The articulation of the front facade is different and the number and location of doors and windows are different than the neighboring properties, as well as different colors for the home.

	articulation of the front façade; (e) Number and location of doors and windows; and (f) Roof style and pitch.	
Wall openings	10% for all elevations	Exceeds 10% for 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.	Flat roof proposed.

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

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	54%
Front yard landscaped	30% minimum	35%
Rear yard landscaped	20% minimum	56%
Number of Curb Cuts	One	One curb cut
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 slabs

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed

Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	2 trees	4 trees
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Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot. For all lots larger than 8,000 square feet in area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area.	5 trees, 25 shrubs	5 and 25 shrubs 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

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Appropriate for block.
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.

Parking Driveways

Required	Proposed

The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	18 feet
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Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Concrete blocks are provided.

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.

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.	Flat 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.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: January 29, 2015
Re: 8712 Byron Avenue, New Residence

The property is located at 8712 Byron Avenue, within the H30A zoning. The applicant is proposing the construction of a two story new single-family residence with a pool.



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
H30A	30 feet	29 Feet

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	Required	Proposed (38%)
Maximum Lot Coverage	40%	38%
FIRST STORY		
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	27 feet 6 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 22 feet	20 feet/ Average 25 feet
Interior side	Minimum 5 feet/Average n/a	9 feet
Rear	Minimum 20 feet/ Average n/a	27 feet 6 inches

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	8,000 feet	5,625 square feet *Existing Platted Lot.
Maximum lot coverage	40%	38%
Pervious area	35% (minimum)	36%

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;	The articulation of the front facade is different and the number and location of doors and windows are different, as well as different colors for each house.

	(d) Porches and other similar articulation of the front façade; (e) Number and location of doors and windows; and (f) Roof style and pitch.	
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.	Flat roof proposed.

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

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	54%
Front yard landscaped	30% minimum	35%
Rear yard landscaped	20% minimum	56%
Number of Curb Cuts	One	One curb cut
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 slabs

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed
Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	2 trees	4 trees

Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot. For all lots larger than 8,000 square feet in area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area.	5 trees, 25 shrubs	5 and 25 shrubs 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

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Appropriate for block.
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.

Parking Driveways

Required	Proposed
The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	18 feet

Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Concrete blocks are provided.

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.

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.	Flat 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.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: January 29, 2015
Re: 8718 Byron Avenue, New Residence

The property is located at 8718 Byron Avenue, within the H30A zoning. The applicant is proposing the construction of a two story new single-family residence with a pool.



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
H30A	30 feet	29 Feet

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	Required	Proposed (38%)
Maximum Lot Coverage	40%	38%
FIRST STORY		
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 5 feet	5 feet
Rear	Minimum 20 feet	27 feet 6 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 22 feet	20 feet/ Average 25 feet
Interior side	Minimum 5 feet/Average n/a	9 feet
Rear	Minimum 20 feet/ Average n/a	27 feet 6 inches

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	8,000 feet	5,625 square feet *Existing Platted Lot
Maximum lot coverage	40%	38%
Pervious area	35% (minimum)	36%

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;	The articulation of the front facade is different and the number and location of doors and windows are different, as well as different colors for each house.

	(d) Porches and other similar articulation of the front façade; (e) Number and location of doors and windows; and (f) Roof style and pitch.	
Wall openings	10% for all elevations	Exceeds 10% for all elevations.
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.	Flat roof proposed.

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

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	54%
Front yard landscaped	30% minimum	35%
Rear yard landscaped	20% minimum	56%
Number of Curb Cuts	One	One curb cut
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 slabs

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed

Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	2 trees	4 trees
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Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot. For all lots larger than 8,000 square feet in area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area.	5 trees, 25 shrubs	5 and 25 shrubs 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

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Appropriate for block.
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.

Parking Driveways

Required	Proposed
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The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	18 feet
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Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Concrete blocks are provided.

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.

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.	Flat 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.



MEMORANDUM

To: Design Review Board
Thru: Guillermo Olmedillo, Town Manager
From: Sarah Sinatra Gould, AICP, Town Planner
CC: Linda Miller, Town Attorney
Date: January 29, 2015
Re: 8726 Byron Avenue, New Residence

The property is located at 8726 Byron Avenue, within the H30A zoning. The applicant is proposing the construction of a two story new single-family residence with a pool.



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
H30A	30 feet	29 Feet

Sec. 90-45. Setbacks

H30A UPPER STORY FLOOR AREA IS LESS THAN 50% OF FIRST STORY FLOOR AREA	Required	Proposed (41%)
Maximum Lot Coverage	40%	34%
FIRST STORY		
Primary Frontage	Minimum 20 feet	20 feet
Interior side	Minimum 5 feet	5 feet
Corner side	Minimum 10 feet	10 feet
Rear	Minimum 20 feet	27 feet 6 inches
UPPER STORY		
Primary frontage	Minimum 20 feet/Average 22 feet	20 feet/ Average 25 feet
Interior side	Minimum 5 feet/Average n/a	9 feet
Rear	Minimum 20 feet/ Average n/a	27 feet 6 inches

Sec. 90.49 Lot standards

Lot Standards H30A	Required	Proposed
Minimum Lot width	50 feet	50 feet
Minimum lot area	8,000 feet	5,625 square feet *Existing Platted Lot.
Maximum lot coverage	40%	34%
Pervious area	35% (minimum)	36%

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;	The articulation of the front facade is different and the number and location of doors and windows are different, as well as different colors for each house.

	(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.	
Wall openings	10% for all elevations	Exceeds 10% 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.	Flat roof proposed.

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

Paving Yards	Required	Proposed
Front setback permeability	50% minimum	54%
Front yard landscaped	30% minimum	35%
Rear yard landscaped	20% minimum	56%
Number of Curb Cuts	One	One curb cut
Curb Cut side set back	5 feet minimum	5 feet
Curb cut width	18 feet width maximum	16 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 slabs

Sec. 90-77 Off-street Parking Requirements

Required	Minimum Space Requirements	Proposed
Single-family	2 spaces	2 spaces

Sec. 90-89.4(6). Street Tree Requirements

Required	Required	Proposed
Street trees shall be required at one shade tree/palm tree per 20 linear feet of street frontage thereof along all public or private street right-of-ways in all zoning districts.	7 trees	8 trees

Sec. 90-95. Single-family H30A and H30B district landscape requirements.

Required	Required	Proposed
A minimum of five trees of two different species and 25 shrubs shall be planted per lot. For all lots larger than 8,000 square feet in area, additional shrubs and trees shall be provided at the rate of one tree and ten shrubs per 2,000 square feet of lot area.	5 trees, 25 shrubs	5 and 25 shrubs 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

Main Entries

Required	Proposed
Prominent and oriented to the street	Main entry is prominent.
Rendered in appropriate scale for the block as well as the individual building	Appropriate for block.
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.

Parking Driveways

Required	Proposed
The width of paved driveways on private property as well as driveway cuts at the curb should be as narrow as possible	18 feet

Driveway Treatments

Required	Proposed
Town encourages the use of pavers	Concrete blocks are provided.

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.

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.	Flat 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.



Town of Surfside Planning and Zoning Board Communication

Agenda Date: January 29, 2015

Subject: Practical Difficulty Variance Standards

From: Sarah Sinatra Gould, AICP, Town Planner

Background: Charlie Ness, a town resident, requested an addition at their existing single family home. The Town code limits lot coverage to 40% and Mr. Ness requested to exceed the lot coverage limits. Lot coverage is defined as *the percentage of the total area of a lot that, when viewed from above, would be covered by all principal and accessory buildings and structures, or portions thereof; provided however that allowable exclusions, as described under "floor area," shall not be included in determining the building area.*

The exclusions to lot coverage mean that they will not count towards the 40% maximum. The exclusions are as follows:

- a. Basement space when used for parking of vehicles, as provided in the design standards for underground parking in this Code.
- b. Accessory water tanks or cooling towers.
- c. Uncovered steps and exterior balconies.
- d. Interior balconies. The width of an interior balcony shall not be greater than the depth.
- e. Covered or uncovered terraces, patios, breezeways, or porches which are open on two (2) sides.

It should be noted that although the exclusions above do not count towards the maximum 40% lot coverage, they will count towards a property's maximum impervious area, which is 65%. Meaning, that 35% of a lot must remain "green."

Mr. Ness spoke at the September 9, 2014 Town Commission meeting under the Good and Welfare portion of the agenda and asked the Town Commission to change the code to increase lot coverage of single family homes from 40% to 47.5% to enable him to build his addition. The Commission directed Staff to place this request on the Planning and Zoning Board's agenda for discussion.

This was reviewed by the Planning and Zoning Board at the September 30, 2014 meeting. The board directed staff to return with language that accommodated this request, but provided parameters and graphics to explain the code provision.

At the October 14, 2014 Town Commission meeting, the Commission directed staff to consider the option of prohibiting an expansion of the second story if a homeowner takes advantage of a maximum lot coverage of 50% on the first story.

This was further discussed at the December 9, 2014 Town Commission meeting. The Town Commission directed staff to revisit this topic by offering a method whereby the Town Commission could approve a lot coverage request on a case by case basis. Staff explained that the existing variance provisions in the code require an applicant to demonstrate an unnecessary or undue hardship. In the case of Mr. Ness, he would not be able to demonstrate this hardship.

Analysis: Staff reviewed other municipalities codes and found that some jurisdictions have multiple variance standards which differentiate between an unnecessary hardship and a "practical difficulty." In the case of a variance, a practical difficulty is a standard which is similar to but less rigorous than the unnecessary and undue hardship standard.

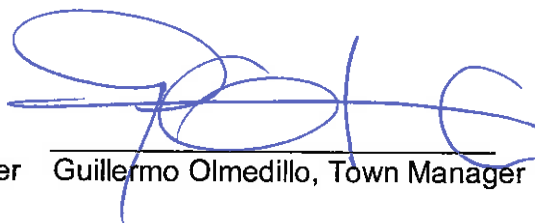
The language could be crafted so that a practical difficulty variance would only be applicable to lot coverage for single family homes in the H30B zoning district. The standard would ask whether a literal enforcement of a zoning regulation will create a practical difficulty in the use of the parcel of land for the purpose or in the manner for which it is zoned. The standards of analysis for a practical difficulty variance would also be different than the standards of analysis for an unnecessary hardship variance. The following are draft standards of review:

- a. How substantial the variance is in relation to the requirement sought to be varied;
- b. Whether a substantial change will be produced in the character of the neighborhood;
- c. Whether the difficulty can be obviated by some method feasible for the applicant to pursue other than by a variance; and
- d. Whether, in view of the manner in which the difficulty arose, the interest of justice will be served by allowing the variance.

Staff Recommendation: Staff recommends the Planning and Zoning discuss the code modification and provide direction to Staff on the preparation of an ordinance.



Sarah Sinatra Gould, AICP, Town Planner



Guillermo Olmedillo, Town Manager

(1) *Purpose, definition, scope and limitations.*

- a. Unnecessary and undue hardship variance. An unnecessary and undue hardship variance is a relaxation of the terms or provisions of the Zoning Code of the Town of Surfside (zoning code) where such action will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of actions of the applicant, a literal enforcement of the zoning code would result in unnecessary and undue hardship on the property. As used in this section, a variance is authorized only for lot coverage, dimensions of yards, setbacks, other open spaces, building spacing, parking, or loading requirements.
- b. Practical difficulty variance. A practical difficulty variance is a relaxation of the terms or provisions of the Zoning Code which is less rigorous than the unnecessary and undue hardship standard. Practical difficulty variances shall only be applicable to lot coverage for single family homes in the H30B zoning district. The standard provides for a variance where a literal enforcement of a zoning regulation will create a practical difficulty in the use of the parcel of land for the purpose or in the manner for which it is zoned, considering various factors set forth in paragraph (9) below.

(2) *Uses and height of structures not subject to variance.* A variance is authorized only as set out in subsection

- a. Under no circumstances shall the town commission grant a variance that would allow a use of property that is not allowed within the zoning district under the Town of Surfside Comprehensive Plan and the zoning code.
- b. Under no circumstances shall the town commission grant a variance that would allow height of development and structures within the Town of Surfside that exceeds the maximum building heights that are set out in the Town of Surfside Comprehensive Plan or the zoning code, whichever provisions are more restrictive.

(3) *Nonconforming uses and structures not grounds for granting variance.* Nonconforming use of neighboring lands, structures, or buildings in the same zoning district, and permitted use of lands, structures or buildings in any other district, shall not be considered grounds for granting a variance.

(4) *Town manager not authorized to vary terms of section.* The town manager or designee has no authority to relax the terms of this section. Authority to grant variances is lodged solely with the town commission.

(5) *Application requirements.* An application for a general variance shall be filed by the owner of the property upon which the variance is requested or the owners designated representative. The following shall, at minimum, be required to support a variance application:

- a. Statements of ownership and control of the property, executed and sworn to by the owner or owners of 100 percent of the property described in the application, or by tenant or tenants with the owners' written, sworn consent, or by duly

authorized agents evidenced by a written power of attorney if the agent is not a member of the Florida Bar.

b. The written consent of all utilities and/or easement holders if the proposed work encroaches into any easements.

c. Survey less than one year old (including owner's affidavit that no changes have occurred since the date of the survey). A survey over one year is sufficient as long as the property has not changed ownership and the owner provides an affidavit that no changes change occurred since the date of the survey.

d. Site plan indicating the existing and proposed structures.

e. A map indicating the general location of the property.

(6) *Staff review.* The town manager or designee shall review the application to determine whether the proposed variance complies with the general purpose and standards set forth herein. The town manager or designee shall compile a written staff report summarizing the facts regarding the application, including all relevant documents. The complete staff report shall be transmitted to the planning and zoning board and to the town commission.

(7) *Review by planning and zoning board and by the town commission.* The town manager or designee shall schedule the general variance application for a meeting of the planning and zoning board. The planning and zoning board shall conduct one public hearing on the general variance application, review the application, and make recommendations to the town commission for final action. The town manager or designee shall then schedule the variance application, including the recommendation of the planning and zoning board, for a meeting of the town commission.

a. *Public hearing.* The town commission shall hold one public hearing on the variance application.

b. *Action by the town commission.* In considering whether to approve or deny the application, the town commission shall review the application, the purposes and standards set forth in this section, the staff report, the recommendation of the planning and zoning board, and relevant evidence, including oral and written comments received at the public hearing. No variance shall be granted except upon the affirmative vote of at least four members of the town commission.

(8) *Standards of review for an unnecessary and undue hardship variance.* The town commission shall approve an unnecessary and undue hardship variance only if the variance applicant demonstrates by clear and convincing evidence that all of the following are met and satisfied:

a. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved, and which are not applicable to other lands, structures, or buildings in the same zoning district;

b. The special conditions and circumstances do not result from the actions of the applicant or a prior owner of the property;

- c. Literal interpretation of the provisions of the zoning code deprives the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the zoning code and results in unnecessary and undue hardship on the applicant;
- d. The hardship has not been deliberately or knowingly created or suffered to establish a use or structure which is not otherwise consistent with the town comprehensive plan or the zoning code;
- e. An applicant's desire or ability to achieve greater financial return or maximum financial return from his property does not constitute hardship;
- f. Granting the variance application conveys the same treatment to the applicant as to the owner of other lands, buildings, or structures in the same zoning district;
- g. The requested variance is the minimum variance that makes possible the reasonable use of the land, building, or structure; and
- h. The requested variance is in harmony with the general intent and purpose of the town comprehensive plan and the zoning code, is not injurious to the neighborhood or otherwise detrimental to the public safety and welfare, is compatible with the neighborhood, and will not substantially diminish or impair property values within the neighborhood.

(9) Standards of review for a practical difficulty variance. The town commission shall approve a practical difficulty variance if it finds, based on substantial competent evidence, that following factors demonstrate that a practical difficulty exists:

- a. How substantial the variance is in relation to the requirement sought to be varied;
- b. Whether a substantial change will be produced in the character of the neighborhood;
- c. Whether the difficulty can be obviated by some method feasible for the applicant to pursue other than by a variance; and
- d. Whether, in view of the manner in which the difficulty arose, the interest of justice will be served by allowing the variance.

(9) (10) Conditions and restrictions. The town commission may impose such conditions and restrictions upon the premises benefited by any variance as may be necessary to comply with the standards set out in this Section, and to prevent or minimize adverse effects on other property in the neighborhood. Violation of such conditions and restrictions, when made a part of the terms under which any variance is granted, shall be deemed a violation of the zoning code, and shall constitute grounds for revocation of the variance.

(10)(11) Expiration of approval. The approval of any variance shall be void if the applicant does not obtain a building permit or other development order to implement the variance

within 24 months after the granting of the variance. An applicant who has obtained approval of a variance may request an extension of this time period within the original approval period. The town commission may grant one or more extensions for a period of up to a total of six months for good cause shown by the applicant.

~~(11)~~ (12) *Amendments and alterations to approved variances.* Any expansion to an approved variance and any addition to or expansion of an existing variance shall require the same application, review, and approval as required under this Section for the original variance.

ITEM	OUTCOME	NEXT STEPS	IN CONTRACT OR WORK AUTHORIZATION	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS					
Average side setback	Modify ordinance for additional side setbacks on upper floors for single family homes	Draft code amendment	In contract	February PZ	
Sheds	Modify ordinance to increase square footage, but reduce height and add landscape requirements.	Draft code amendment	In contract	February PZ	
Measuring height from crown of the road	Place on agenda for discussion relating to sea level rise	Direction from Planning and Zoning		March PZ	
Parking space standards	Modify multi-family rates based on number of bedrooms and provide for guest parking, look at other cities (Coral Gables), require parking for hotel employees, no change to size of spaces, pumps in underground garages	Draft code amendment	In contract	April PZ	
Cargo container regulations	Prohibit cargo containers in the business district	Draft code amendment	In contract	June PZ	
Satellite dishes	Further review by staff	Research and prepare report for discussion and possible code amendment	In contract	May PZ	
Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	Draft code amendment	In contract	May PZ	
Green walls	Require green walls adjacent to	Research and	In contract	May PZ	

	alleys and other buildings that about public right of ways	prepare report for discussion and possible code amendment			
Final Zoning Inspections	Town Manager will analyze				
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in NOVEMBER	JANUARY PZ	
ON UPCOMING COMMISSION AGENDA					
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	March PZ	November Commission for first reading
ON FUTURE COMMISSION AGENDA					
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment	In contract	March PZ	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	November PZ	Waiting Placement on Commission Agenda
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission	Building to prepare ordinance	March PZ	Upcoming Commission agenda.
COMPLETED					
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	Complete

Turtle Lighting	Town Staff to prepare review	No ordinance necessary. Turtle lighting already required in code.	COMPLETE	2 nd reading	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 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 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 stepbacks in the H120 district	No action necessary since Planning and Zoning Board currently reviewing stepbacks as part of wall			N/A	

Garage-door clarification	frontage-modifications	Draft-code amendment	In-contract	November-PZ	COMPLETE
10%-window-opening requirement per-story	Modify code to remove requirement for two separate garage-doors Discussion with the Planning & Zoning Board	Prepare ordinance for commission	In-contract	June PZ	November Commission for first reading

**Permits and Revenue
Report**

<u>Fiscal</u> <u>Quarter</u>	<u>Fiscal</u> <u>Year</u>	<u>Revenue</u> <u>Period</u>	<u>Month/</u> <u>Year</u>	<u>Permits</u> <u>Issued</u>	<u>Revenue</u>	<u>Building</u>	<u>Electrical</u>	<u>Mechanical</u>	<u>Plumbing</u>	<u>Roofing</u>
1	2015	3	12/1/14	118	\$15,815	62	23	17	15	1
					118	\$15,815				