



Town of Surfside
Planning and Zoning Board Meeting
MINUTES
April 27, 2023
6:00 PM
Town Commission Chambers

1. Call to Order/Roll Call

The meeting was called to order by Chair Baumel at 6:06 p.m.

Deputy Town Clerk Herbello called the roll with the following members present:

Present: Chair Carolyn Baumel, Board Member Jonathan Edderai, Alternate Board Member Grace Rais and Alternate Board Member Michael Szafranski (arrived at 6:37 p.m.)

Absent: Vice Chair David Forbes, Board Member Lindsey Lecour and Board Member Ruben Bravo.

Also Present: Commission Liaison Commissioner Fred Landsman, Mayor Shlomo Danzinger, Vice Mayor Jeff Rose, Commissioner Marianne Meisheid, Town Attorney Tony Recio, Town Planner Judith Frankel, and Building Official James McGuinness.

2. Town Commission Liaison Report

Commission Liaison Commissioner Fred Landsman provided the Commission Liaison Report. He spoke regarding the recent legislature Senate Bill 102 and House Bill 627 and the Governor signed the bill into law. He provided an overview and summary of each bill.

3. Approval of Minutes

3.A March 30, 2023 Planning and Zoning Board Meeting Minutes - Deputy Town Clerk Evelyn Herbello

A motion was made by Board Member Edderai to approve the March 30, 2023 Planning and Zoning Board Meeting Minutes, seconded by Alternate Board Member Rais. The motion carried with a 3-0 vote.

[March 30, 2023 Planning and Zoning Board Meeting Minutes.pdf](#)

4. Ordinances

4.A Zoning Code Correction - Roof Deck Stairway Height - Hector Gomez, Acting Town Manager

Suggested action: Staff recommends that roof deck stair railings be permitted to extend above the maximum roof height for the zoning district as provided in Sec. 90-44 in order to allow for compatibility with the Florida Building Code. (See Attachment A) Specifically, Sec. 90-50.2 should be amended to allow roof deck stair railings in the H30A and H30B districts to extend above the roofline in accordance with the restrictions set out in Sec. 90-44.

Staff recommends approval of the ordinance.

Deputy Town Clerk Herbello read the title of the ordinance into the record.

Town Planner Frankel introduced the item and provided the specifics. She stated the language that the Commission added to the first reading of this ordinance.

Chair Baumel stated that this has been going through the first reading of the Commission and this is where the South Florida Building Code requires a different standard than the Town's Zoning Code.

Town Attorney Recio clarified the item and stated this has been expanded to include all structures on the roof top. He stated this is clarifying and filling in the gaps and ambiguities. He stated what the rules state not in regards to this application.

Chair Baumel opened the floor to public comments.

The following individual from the public spoke:

Ellen Kopple asked regarding her neighbor and the height of their parapet.

Cynthia Borkoski spoke regarding understory and they had a referendum on voting on a hedge height and why they did not have a referendum as well for the understory and make the public aware that it is another level.

Chair Baumel closed the floor to public comments.

Town Attorney Recio stated that the roof deck provisions have been in the code for over 10 years and the rooftop requirement have also been in the code for more than 10 years. He addressed the comments made regarding the understory and the 30-foot height requirement has been the maximum and has not been altered in anyway. He stated the understory ordinance went through a very public noticing process.

Alternate Board Member Rais asked regarding the cap of the roof deck and the railing. She said it is nice that it is following the South Florida Building Code.

Chair Baumel stated it is not intended to be an additional living space or a party space.

A motion was made by Board Member Edderai to recommend that the Town Commission pass this ordinance on second reading, seconded by Alternate Board Member Rais. The motion carried with a 3-0 vote.

[Roof Stair-Stairs Limitations in the Zoning Code Ordinance Amending Sec. 90-50.2 Roof Deck Provisions.docx](#)

4.B Zoning Code Correction: Front Setback Standards - Hector Gomez, Acting Town Manager

Suggested action: Staff recommends that Sec. 90-61(1) be amended to provide that "Not less than 50 percent of the front yard shall be landscaped". This occurs now due to the restriction in the same code section that no more than 50% of the front yard may be paved.

The Planning and Zoning Board should consider including pebbles, gravel and/or other stones as an allowed groundcover material when incorporated in the required landscaping.

Deputy Town Clerk Herbello read the title of the ordinance into the record.

Town Planner Frankel introduced the item and provided the specifics.

Mayor Danzinger explained how this ordinance came forward and stated what the code currently stated and what the clarification is for the remaining 20%.

Chair Baumel opened the floor to public comments.

The following individuals from the public spoke:
George Kousoulas spoke regarding the gap and stated how it could be cleared up.

Chair Baumel closed the floor to public comments.

Chair Baumel thanked the Mayor and the other Commissioners present.

Town Attorney Recio clarified the change that was made.

A motion was made by Alternate Board Member Rais to recommend that the Town Commission pass this ordinance on second reading, seconded by Board Member Edderai. The motion carried with a 3-0 vote.

[Attachment A: Front Yard Restrictions Ordinance Amending Sec. 90-61-Setback Paving Standards.docx](#)

5. Applications

Town Attorney Recio advised the Board that the applicant for item 5K (8801 Emerson Avenue) would like to request a deferral of this item. The applicant would like the item deferred to the May 24, 2023 Planning and Zoning Board Meeting.

A motion was made by Board Member Edderai to defer item 5K (8801 Emerson Avenue) to the May 24, 2023 Planning and Zoning Board Meeting, seconded by Alternate Board Member Rais. The motion carried with a 4-0 vote.

Town Attorney Recio read the quasi-judicial statement into the record.

Town Attorney Recio asked Deputy Town Clerk Herbello to confirm notice requirements.

Deputy Town Clerk Herbello confirmed notice requirements were met by the applicants.

Town Attorney Recio polled the Board Members.

Chair Baumel had a conversation with the applicant for item 5E (9425 Bay Drive) prior to them having an application submitted.

No other Board Member had any communication with any of the applicants.

5.A 8911 Dickens Avenue- Carport - Judith Frankel, Town Planner

Suggested Action: Staff finds that the proposed canopy complies with the zoning code and recommends approval with the following condition:

- Per sec. 90-58 (2) the canopy shall be no more than 10 feet in height.

Town Planner Frankel introduced the item and provided the staff recommendations.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

A motion was made by Alternate Board Member Szafranski to approve the application with staff recommendations, seconded by Board Member Edderai. The motion carried with a 4-0 vote.

[8911 Dickens Carport Agenda Packet](#)

5.B 1340 Biscaya Drive - Window openings - Judith Frankel, Town Planner

Suggested Action: Staff finds that the proposed window alterations comply with the Zoning Code and recommend approval of this application.

Town Planner Frankel introduced the item and provided the staff recommendations.

Dean Kotzin, representing the applicant provided an overview of the application.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

A motion was made by Alternate Board Member Rais to approve the application with staff recommendations, seconded by Alternate Board Member Szafranski. The motion carried with a 4-0 vote.

[1340 Biscaya Drive Survey](#)

[1340 Biscaya Agenda Packet Revised.pdf](#)

5.C 1420 Biscaya Drive - Front Yard Fence/Gate, Rooftop Deck, Rooftop Mechanical - Town Planner Judith Frankel

Suggested Action: Staff finds that the front yard fence with gates, the rooftop deck and rooftop mechanical equipment as proposed generally meet the Zoning Code. If the Planning and Zoning Board determines the design is appropriate, approval should include the following condition:

- **Per Sec. 90-67.3**, Screening of the generator must be provided at the height of the equipment for visual and auditory purposes.

Town Planner Frankel introduced the item and provided the staff recommendations.

Building Official McGuinness provided his staff recommendations.

Roberto Rivero, representing the applicant provided an overview of the project.

Chair Baumel stated that it was previously brought before this Board, and they complied with all the recommendations and requirements requested.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais asked regarding the aluminum post on the plan and it looks like wood and asked if the materials are present in the rest of the house.

Mr. Rivero stated that they are present in the other portions of the house.

A motion was made by Board Member Edderai to approve the application with staff recommendations, seconded by Alternate Board Member Rais. The motion carried with a 4-0 vote.

[Attachment A: Images and Tables](#)

[1420 BISCAYA DR-FRONT WALL - ROOF TOP PRESENTATION PACKAGE.pdf](#)

[1420 BISCAYA DRIVE-SURVEY.pdf](#)

[1420 Biscaya Rooftop Generator Specifications](#)

5.D 9432 Bay Drive - 2nd Floor Addition (After-the-Fact) - Judith Frankel, Town Planner

Suggested Action: Staff finds the application meets the Zoning Code. The Planning

and Zoning Board should determine whether the new addition's design is consistent with the existing structure. If the design is determined to be appropriate, Staff recommends approval.

If approval is granted the applicant must apply for an after-the-fact building permit to ensure construction standards were met.

Town Planner Frankel introduced the item and provided the staff recommendations.

Marcia Thorbor, applicant was there for any questions.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais asked regarding the after the fact permits and provided her comments on the application.

A motion was made by Alternate Board Member Rais to approve the application with staff recommendations, seconded by Alternate Board Member Szafranski. The motion carried with a 4-0 vote.

[Attachment A: Images and Tables](#)

[9432 Bay Drive ATF Addition Agenda Packet](#)

5.E 9425 Bay Drive - Addition - Town Planner Judith Frankel

Suggested Action: Staff finds the application meets the Zoning Code. The Planning and Zoning Board should determine whether the new addition's design is consistent with the existing structure. The proposed addition is different in style from the existing home. The addition will have a flat roof at two different heights, while the existing roof is peaked. However, the application proposes adding wall treatments to the existing portion of the front façade to carry through the style.

If the design is determined to be consistent by the Planning and Zoning Board, Staff recommends approval.

Town Planner Frankel introduced the item and provided the staff recommendations.

Building Official McGuinness provided his staff recommendations.

Greg Polly, representing applicant provided an overview of the project.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais provided her comments on the project.

Alternate Board Member Szafranski stated this house is a perfect example of the 50% rule and this helps keep these houses as a one story instead of a two story.

Chair Baumel stated that porcelain was not introduced in the design guidelines. She stated that people were using the porcelain when the design guidelines were written. She is appreciative to the applicant that they have a property that they can work with.

Dania Mendell, applicant explained her project and they want to stay here with their growing family.

A motion was made by Board Member Edderai to approve the application with staff recommendations, seconded by Alternate Board Member Szafranski. The motion carried with a 3-1 vote with Alternate Board Member Rais voting in opposition.

[Attachment A: Images and Tables
9425 Bay Drive Agenda Package.pdf](#)

5.F 9456 Abbott Avenue - Addition - Town Planner Judith Frankel

Suggested Action: Staff finds the application mainly meets the Zoning Code. The Planning and Zoning Board should determine whether the new addition's overall design and window style is consistent with the existing structure. If the design is determined to be appropriate, Staff recommends approval with the below conditions:

- Setback from the north property to the new addition must be verified to be 5 feet. A 24-inch roof overhang is permitted.
- At the time of permitting, it shall be verified that the garage space is to remain as storage. If the space is intended to be habitable living space the finished floor must be elevated to match the rest of the home.

Town Planner Frankel introduced the item and provided the staff recommendations. She stated this item was deferred from the last month and stated that the changes requested were made and the application meets the zoning code.

Building Official McGuinness provided his staff recommendations.

Alphonso Sierra, representing the applicant provided an overview of the project and the changes made from the last meeting.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais provided her comments and stated that this project is unique and brought mixed feelings.

Chair Baumel believes they have taken an early mid-century style and trying to transition it into something more modern. She spoke regarding the roof line and respects their work.

A motion was made by Alternate Board Member Szafranski to approve the application with staff recommendations, seconded by Board Member Edderai. The motion carried with a 4-0 vote.

[Attachment A: Images and Tables revised](#)
[9456 Abbott Ave Revised Packet](#)

5.G 9064 Harding Avenue - 2nd Floor Addition - Town Planner Judith Frankel

Suggested Action: Staff finds the application meets the Zoning Code. The Planning and Zoning Board should determine whether the new addition's overall design is consistent with the existing structure. If the design is determined to be appropriate, Staff recommends approval with the below condition:

- **Per Sec. 90-47**, Roof overhangs and eaves may be no more than 24-inches. Measurement must be provided for the north side eave of the addition.
- The window location on the east elevation of the addition must be adjusted on Sheets A-2.02 and A-2.02A to reflect the change made to Sheet A-3.02 and the renderings.

Town Planner Frankel introduced the item and provided the staff recommendations. She stated this item was deferred from the last meeting.

Building Official McGuinness provided his staff recommendations.

Roberto Marquez, applicant spoke regarding the application and the renderings were provided.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais provided her comments and stated she had some concerns with the roof.

Mr. Marquez addressed the comments made by Alternate Board Member Rais.

Chair Baumel stated that he is working with the existing home and trying to make it cohesive. She stated that the roof lines work. She would like to see something more in the front.

A motion was made by Board Member Edderai to approve the application with staff recommendations, seconded by Alternate Board Member Szafranski. The motion

carried with a 4-0 vote.

[Attachment A: Images and Table.pdf](#)

[9064 Harding Avenue Agenda Packet.pdf](#)

5.H 8918 Froude Avenue - Garage Conversion and Addition - Town Planner Walter Keller

Suggested Action: Staff finds the application generally complies with the Zoning Code. The Planning and Zoning Board should determine whether the garage conversion and the new additions and overall exterior appearance and window style is consistent with the existing structure. If the design is determined to be appropriate, Staff recommends approval subject to the following comments.

- Provide dimensions on the rear addition and the height of the covered terrace
- Identify the color of the new metal roof
- Identify the proposed landscape material in the 2-foot-wide landscape strip in front of the former garage door
- Planning and Zoning Board Design approval for the proposed exterior treatment of the renovated and expanded residence including the roof color and material.
- Install 2 Florida Friendly Street trees in the front yard adjacent to the east property line.
- Obtain permits for relocation or removal of any existing trees.

Consultant Town Planner Keller introduced the item and provided the staff recommendations.

Building Official McGuinness provided his staff recommendations.

Steven Cohen, representing the applicant provided an overview of the project.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais provided her comments on the application.

Chair Baumel spoke regarding the covering of the brick. She stated she does not like the wood and would have preferred the whole thing to be stucco. She spoke regarding the design and stated you would not see that type of wood.

A motion was made by Alternate Board Member Szafranski to approve the application with staff recommendations, seconded by Alternate Board Member Rais. The motion carried with a 4-0 vote.

[Attachment A: Tables and Images](#)

[8919 Froude Survey .pdf](#)

[8918 Froude Avenue Agenda Packet.pdf](#)

5.1 **500 94th Street - Addition** - Judith Frankel, Town Planner

Suggested Action: Staff finds the application meets the Zoning Code. The Planning and Zoning Board should determine whether the new addition's overall design is consistent with the existing structure. While renderings have not been provided by the applicant, the materials and design style of the additions can be seen in the existing home.

If the design is determined to be appropriate, Staff recommends approval with the below conditions:

- **Per Sec. 90-47**, Roof overhangs and eaves may be no more than 24-inches. Measurement must be provided for the east side eaves of the addition.

Town Planner Frankel introduced the item and provided the staff recommendations. She advised the Board that she did advise the applicant regarding the Board wanting renderings. She stated that they will be replacing the entire roof with the same type of tile.

Building Official McGuinness provided his staff recommendations.

Damian Rodriguez, representing the applicant spoke on the project.

Chair Baumel opened the floor to public comments.

There were no public speakers.

Chair Baumel closed the floor to public comments.

Chair Baumel stated they have a great property.

Alternate Board Member Rais asked if this packet was incomplete.

Chair Baumel stated that is what Town Planner Frankel stated that there is an

additional cost for renderings.

Mr. Rodriguez stated that there were corrections made to the packet. He stated what the goal was for this project. He stated the color is an espresso blend. He stated that the overhang will match the existing structure.

Alternate Board Member Szafranski asked if renderings were required.

Town Planner Frankel stated that renderings are not required for additions.

Alternate Board Member Rais stated that there is not enough information.

Town Planner Frankel spoke regarding the existing windows.

Chair Baumel stated she went over this with Town Planner Frankel. She stated this is an allowable space on the existing house.

Further discussion took place among the Board members regarding the lack of drawings and the addition as to how it is being constructed.

Alternate Board Member Szafranski agrees that they need drawings and more information. He would like some renderings.

Mr. Rodriguez addressed the comments made by the Board members.

Juan Valdez, applicant addressed the Board Members concerns and comments. He also stated that he is dire need of a new roof.

After a lengthy discussion among the Board Members and Mr. Rodriguez, the following motion was made.

A motion was made by Alternate Board Member Szafranski to approve the application with staff recommendations to include elevations shall be labeled properly, have a roof plan, showing the north arrow, front entry-out lookers to be removed, call out materials on elevations, windows to match existing, front porch, roof height and appearance-consistent with design of the house, pitch height elevations of the roof and consistency with design of existing house, seconded by Alternate Board Member Rais. The motion carried with a 4-0 vote.

[Attachment A: Images and Tables](#)

[500 94th Street Addition Agenda packet](#)

5.J 9332 Carlyle Avenue - New Two-Story Single-Family Residence - Town Planner Walter Keller

Staff Recommendation: Staff finds this application meets the Zoning Code subject to the comments below.

- **Per Sec.90-49.5(b)**, verify the carport and enclosed stairs do not exceed more than 10% of the lot size.

- **Per the Florida Building Code**, provide flood vents on opposite walls in the enclosed stairs of the understory.
- Provide additional detail of the height of the stairs on the roof (note, this is currently being processed as a proposed ordinance).
- **Per Sec. 90-47**, The calculation of the second-floor square footage must include any spaces not “open to the sky”. The roof deck and stairs connection path must be included in the total calculation for the second floor.
- **Per Ordinance No. 22-1730**, provide additional detail on the rooftop mechanical screening and its visibility from the street.
- **Per Sec. 90-54.2(a)**, verify (and dimension) the 5-foot minimum setback to the pool, pool structure and pool deck from the rear property line.
- Correct the Site Plan on Sheet A-201 to delete the additional 68 SF of pool decking not on the Landscape Plan.
- **Per Ordinance No. 22-1729**, 40% of required pervious/landscaping must be a Florida Friendly landscaping species as identified by the University of Florida.
- **Per Sec. 90-89.1**, Zoysia grass is not an approved sod.
- **Per Sec. 90-97**, a tree removed or relocated will require a tree removal permit from Miami-Dade County.

Consultant Town Planner Keller introduced the item and provided the staff recommendations.

Building Official McGuinness provided his staff recommendations.

George Kousoulas, representing the applicant provided an overview of the project.

Chair Baumel opened the floor to public comments.

The following individuals from the public spoke:

Jeff Kopple spoke regarding the project and stated that it seems that when plans like this are presented, all consideration is given to the proposed homeowner and very little to the impact it will have to the people that already live there.

Ellen Kopple spoke regarding the project and reiterated her husband's comments.

Todd Kaufman is a neighbor of this project and looks forward to the health of the 100-year-old Ficus tree and spoke regarding the pool and retaining wall.

Town Planner Frankel addressed Mr. Kopple's questions.

Mr. Kousoulas responded to Mr. Kopple's question as it relates to the retaining wall.

Town Planner Frankel addressed the comments made by Mr. Kaufman.

Chair Baumel closed the floor to public comments.

Alternate Board Member Rais provided her comments on the project.

Town Attorney Recio clarified what the property owners can put up as it relates to hedges. He stated that the code allows a taller hedge on a case by case basis as per the design review guidelines.

Mr. Kousoulas stated that they would be happy to do so.

After a lengthy discussion among the Board Members, Mr. Kousoulas and staff the following motion was made.

A motion was made by Alternate Board Member Rais to approve the application with staff recommendations and adding the ability to have higher hedges, seconded by Board Member Edderai. The motion carried with a 4-0 vote.

[Attachment A: Tables and Images](#)
[9332 Carlyle Avenue Agenda Packet](#)

5.K 8801 Emerson Avenue - New Two-Story Single-Family Residence - Judith Frankel, Town Planner

Staff Recommendation: The Planning and Zoning Board should determine whether the new home's design is "consistent with and in conformance with the design guidelines set forth in the Town Code". The general design for the property in this application appears to be well formulated and in consideration of the zoning code. However, there are several proposed elements where not enough information has been presented to determine compatibility with the zoning code. See **Attachment A** Tables for more detail.

These items of issue are listed below, but without greater data approval is not recommended at this time.

Rooftop Elements:

- **Per Sec. 90-67.3** rooftop mechanical elements require screening and dimensional information to ensure the equipment is not visible from the right-of-way.
- **Per Sec. 90-50.2** The roof deck must be setback at least 10 feet from all side of the roof edge.

Fences and Gates:

- **Per Sec 90-56.4**, a 4-foot-high front yard (Emerson Avenue) fence with surfaces above 2 feet having a maximum opacity of 50% may be permitted if granted design review and approval from the Planning and Zoning Board. Details on the length. Dimensions and opacity have not been provided. Secondary frontage (88th Street) fence must adhere to the same requirements unless the option presented in 90-56.5 is utilized.
- **Per 90-56.5** fences and ornamental wall on secondary frontages may have maximum opacity of 100 percent and a maximum height of six feet, as measured from grade, may project into or enclose the street side yard of a corner lot, provided:

1. The fence or wall is not placed in front of the front facade of the primary residential structure and extends beyond the plane of the front facade on only one side of the primary residential structure;
 2. The fence or wall is setback three feet from any property line;
 3. Shrubs shall be installed at the time the fence or wall is installed; and
 4. The shrubs shall be planted a minimum of 36 inches in height, shall be placed a maximum of 24 inches on center and shall cover the exterior of the fence or wall within one year after the final inspection of the fence.
 - If this option is chosen, the retaining wall must be set back 3 feet
- **Per 90-56**, A fence or ornamental wall not more than six feet in height, as measured from grade, may project into or enclose an interior side or rear yard only. As a retaining wall will be necessary for raising the grade of the rear yard, installation information must be provided for the retaining wall. Applicant is advised that the 6 ft maximum height for rear yard fences/walls is measured from the grade of the neighboring yards.

Lot Coverage:

- **Per Sec. 90-49.5**, A non-habitable understory may have a maximum enclosed area of no greater than 10% of the lot size. The pervious area under the home must equal or exceed 20% of the lot size, which is 1,370 SF in this case. This is in addition to the 35% pervious/landscaped area required for the lot. There must be a minimum of 2,397.5 SF of pervious/landscaped space on the lot area not covered by the first floor of the home. Pool decking may not count toward the pervious space.
- The understory space must be open. The elevations shown on Sheets A4 and A5 appear substantially closed.
- **Per Sec. 90-47.1** Every part of a required yard shall be open to the sky. A portion of the second floor on the north side of the home is fully covered by a solid roof and should be counted in the square footage of that floor. This may not be an issue as the second floor is below the 80% maximum.
- **Per Sec. 90-95**, for a corner lot a minimum of 6 trees and 35 shrubs is required. Information on tree and plant species is required to determine if 40% of species are Florida Friendly. In addition to the lot trees, street trees are required every 20 feet of property frontage.

Town Attorney Recio advised the Board that the applicant would like to request a deferral of this item. He would like the item deferred to the May 24, 2023 Planning and Zoning Board Meeting.

A motion was made by Board Member Edderai to defer this application to the May 24, 2023 Planning and Zoning Board Meeting, seconded by Alternate Board Member Rais. The motion carried with a 4-0 vote.

[Attachment A: Images and Tables.pdf](#)
[8801 Emerson Avenue Survey.pdf](#)
[8801 Emerson Agenda Packet.pdf](#)

6. Next Meeting Date

6.A Next Meeting Date: May 25, 2023 at 6:00 p.m. - Deputy Town Clerk Evelyn Herbello

Deputy Town Clerk Herbello advised the Board that May 25, 2023 is a religious holiday and provided the date of May 24, 2023 to hold the meeting.

Consensus of the Board was that they were available on May 24, 2023 to hold the meeting.

Deputy Town Clerk Herbello advised the Board of possibly having a meeting in July to handle the heavy load of applications being received. Most Board Members are not available in July. They suggested August and to look and see the amount of applications that will be received and later determine if a meeting will be needed in July or if there will need to be two meetings in August.

Alternate Board Member Szafranski asked if there are some items that will not have to come before them anymore.

Town Planner Frankel explained the items that will possibly not be coming before the Board after the Commission meets on those items which entails ordinances going before the Commission.

7. Discussion Items

7.A Perception of mass on the setbacks - Town Planner Judith Frankel

Town Planner Frankel asked if they could possibly table the discussion item until Board Member Lecour is here since she is the one that requested this discussion item.

Town Planner Frankel provided an overview of this item.

Chair Baumel stated that one of the applications would have never passed. She stated the things they are seeing are for them to discuss and she does not see it as much as a massing.

Alternate Board Member Rais spoke regarding the massing and what is the intention of what Board Member Lecour wanted.

Discussion took place among the Board Members and staff regarding the massing as well as what would count as part of the volume that makes up the second floor and it is a case-by-case basis.

Board Member Edderai left at 9:09 p.m.

7.B Revisit the code Regarding Carbon Copy Homes. - Town Planner Judith Frankel

Chair Baumel stated that you do not want to have carbon copy homes next to each other.

Alternate Board Member Rais spoke regarding carbon copy homes and provided an example.

Alternate Board Member Szafranski asked if there is a basis of rejecting carbon copy homes.

Town Attorney Recio stated that the code does state that and provided the section of the code.

Discussion took place among the Board members and staff regarding this item and which homes this would apply to.

Chair Baumel suggested that all applicants are required to have an architect or designer.

Consultant Town Planner Keller addressed the comments made by Chair Baumel.

8. Adjournment

There being no further business to discuss before the Board, a motion was made by Chair Baumel to adjourn the meeting at 9:39 p.m. The motion carried with a 3-0 vote.

Respectfully Submitted,

Accepted this _____ day of
_____, 2023.

Carolyn Baumel

Attest:

Sandra N. McCreedy, MMC, MPA
Town Clerk