

APPROVED
TOWN OF LAUDERDALE-BY-THE SEA
PLANNING AND ZONING BOARD VIRTUAL MEETING MINUTES
LIVE STREAMED FROM JARVIS HALL
CONDUCTED USING COMMUNICATIONS MEDIA TECHNOLOGY
Wednesday, December 2, 2020

1. CALL TO ORDER

Chair Whyte called the Planning and Zoning (P&Z) Board meeting for the Town of Lauderdale-By-The-Sea (L-B-T-S), which was held through the software platform Zoom, to order at approximately 6:00PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

ROLL CALL

Members present were Chair Jeffrey Whyte, Vice Chair Ron Piersante, 1st Alternate Alan Bluestein, and 2nd Alternate Patricia Omana. The absentee members were Charles Wayne Dillistin, Christina Buerosse and David Chanon.

Also present were Town Attorney James White, Development Services Director Linda Connors, Planner Susan Leven, and Planning Technician Sydney Ramirez.

3. APPROVAL OF MINUTES

a. Previous Meeting Minutes – October 7, 2020

Mr. Bluestein made a motion to approve the minutes of the Virtual P&Z regular meeting of October 7, 2020 as presented. The motion was seconded by Mr. Piersante. The motion carried 4-0.

4. PUBLIC COMMENTS

Chair Whyte inquired as to public comments at this time which were not specific to the items on the agenda but there were no members of the public that submitted any public comments or wished to speak. It was stated that a public comment would be read into the record for the first agenda item. The Chair closed this portion of public comments not specific to the agenda.

5. NEW BUSINESS

a. Case Number 2020-L2-AA-01: Matthew Hoffman (applicant)
Level 2 Administrative Adjustment Request to Section 30-211(c)(2) to encroach
into a required side setback. Address: 1572 Blue Water Terrace

Planning Technician Sydney Ramirez read into the record an email from Jim and Janet Heins which was in full support of Matthew Hoffman's request. Then Planner Sue Leven presented the agenda item via a PowerPoint presentation stating that the applicant, Matthew Hoffman, was requesting an Administrative Adjustment to permit the construction of a garage that would encroach 2.5 feet into the required 7.5 foot setback. She explained the Administrative Adjustment Thresholds. At its closest, the rear corner of the addition would be 5' 3½" from the property line and the roof overhang for the addition would be 3' 10½" from the property line. She explained the Standards that would allow the Town Commission to approve a reduction in setback requirements and also explained that the Town Code required review from Town Staff, a

recommendation from the Planning and Zoning Board, and final review and consideration by the Town Commission. She then went over Criteria for the Administrative Adjustment which was Section 30-128 and said that Staff recommended approval of this request. The application would go before the Town Commission on December 8, 2020. Ms. Leven asked for board questions and Chair Jeffrey Whyte was answered that the public request was from the house across the street from the Hoffman's home. Development Services Director Linda Connors reminded everyone that proper notification regarding this application was sent out. The applicant, Matthew Hoffman, said that he spoke with his neighbors and advised them that if they had any concerns to email their public comments. The Chair opened the meeting for public comments but no one requested to speak. The applicant was given time to speak during this public hearing and he thanked the Town for helping him with this process and that his neighbors seemed to be fine with his application. As there were no further questions/comments, the public hearing closed.

Mr. Piersante made a motion to accept Staff's recommendation of approval of this agenda item and recommend approval to the Town Commission. The motion was seconded by Mr. Bluestein. The motion carried 4-0.

Development Services Director Linda Connors said that the final determination would be at the Town Commission Meeting on December 8, 2020. She answered Mr. Hoffman that he was able to attend that meeting and that they would send him the meeting information.

b. 240 E Commercial Blvd./Site Plan Amendment and Conditional Use Application for Mixed Use Development in the B-1 Zoning District.

Development Services Director Linda Connors spoke about the property as it existed now and its location. She said that the property owners wanted to convert the third floor of the office building into two one-bedroom residential units. The two existing second floor offices would remain for commercial use. The first floor mainly was a lobby. This was a site plan amendment and conditional use application to permit a mixed-use development to include two residential dwelling units within the 240 East Commercial Boulevard building which has a commercial land use designation and was zoned B-1 – Business. Through her PowerPoint presentation, she explained the steps that had to be taken.

To meet the requirements of mixed-use development, the applicant must meet the criteria found in Town Code Section 30-271 as well as code requirements for conditional use in Town Code Section 30-126. The proposed conditional use, including its scale, intensity, traffic generating characteristics, and off-site impacts were compatible and harmonious with adjacent land uses. There was sufficient site size, site specifications and infrastructure to accommodate the proposed use. The conditional use complied with the applicable regulations of the Town's Unified Land Development Regulations and was consistent with the Town's Comprehensive Plan and no mitigated techniques were needed to be addressed as a result of this application. The request to convert office space to residential space impacted the parking requirements for the site and staff was asked to reevaluate the parking. They had to redesign the parking area for a handicap space and upgrade the property for ADA requirements. Landscaping was strategically placed to push the parking off the property line as the applicant intended to improve the vehicular use area landscape.

Development Services Director Linda Connors explained that the Town had a pool of flex units. There were 419 units available for allocation in the B-1 zoning district and they were asking for two of the 419 units meeting the restrictions of the flex requirements. She said that Staff was asking the board for a recommendation for the Town Commission. Staff was recommending (1) approval of the conditional use because it met the criteria of a conditional use application, (2)

approval of the site plan amendment application for the reconfiguring of the parking, and (3) approval of the allocation of the two flex units. This application would go before the December 8, 2020 Meeting of the Town Commission. She said that the owner, Gus Colobac, and the agent, James Hoffman, were on the line and available for questions. Mr. Piersante wanted to know if these two units would be annual rental. Gus Colobac said that he was planning to live in one of the units and the other unit would be a rental. Chair Jeffrey Whyte asked Mr. Colobac if the building was empty or leased to any tenants and he answered that the building has been vacant for the last four years. Development Services Director Connors said that there were no proposed changes to the exterior of the building and an architectural review was not required. The applicant and the agent were asked if they wanted to add anything and said that everything was covered already. As there were no other board questions/comments, the public hearing was opened for public comments. Sydney Ramirez said that there was a public comment from Jay Giserman and she read his comment into the record: *I just wanted to go on record that we are against any more residential units and that this was a commercial business area and not mixed use.* Development Services Director Linda Connors said she respond to Mr. Giserman who owned property across the street and not on the block where 240 Commercial was located. As there were no other public comments, the public hearing closed.

Mr. Bluestein made a motion to recommend approval to the Town Commission of the site plan application amendment, mixed-use conditional use application, and the allocation of two flex units. The motion was seconded by Mr. Piersante. The motion carried 4-0.

6. OLD BUSINESS N/A
7. UPDATES/BOARD MEMBER COMMENT N/A
8. ADJOURNMENT
As there was no more business to discuss, the meeting was adjourned without objection at 6:27PM.



ATTEST:

Date Accepted: 1-12-21

Development Services Director


