

APPROVED

**TOWN OF LAUDERDALE-BY-THE SEA
PLANNING AND ZONING BOARD MEETING MINUTES
JARVIS HALL, 4505 N OCEAN DRIVE, 33308
Wednesday, September 3, 2025**

1. CALL TO ORDER

Chair Karen Sylvester called the in-person Planning and Zoning (P&Z) Board meeting for the Town of Lauderdale-By-The-Sea (L-B-T-S) to order at approximately 6:04PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

ROLL CALL & WELCOME

Board Clerk Megan Small called the roll and present in-person were Chair Karen Sylvester, Board Members Ron Piersante, Leslie Richardson, Jeff Goldman, and MaShawn Simpson. The Chair briefly reviewed the responsibilities of the board members and the cadence of the meetings. Present in person were Town Attorney James White, Town Attorney Judelande Jeune, Development Services Director Jhanelle Campbell, Assistant Development Services Director David Lee, and Board Clerk Megan Small.

The discussions and actions taken, etc. during the meeting were not limited to what was typed.

3. APPROVAL OF MINUTES

a. Planning & Zoning (P&Z) Meeting Minutes – September 4, 2024

Board Member Piersante made a motion to approve the (corrected) P&Z Minutes of September 4, 2024 as written. The motion was seconded by Board Member Richardson. The motion to approve carried 5-0.

b. Planning & Zoning (P&Z) Meeting Minutes – July 10, 2025

Board Member Richardson made a motion to approve the P&Z Minutes of July 10, 2025 as written. The motion was seconded by Board Member Piersante. The motion to approve carried 5-0.

4. PUBLIC COMMENTS

Chair Sylvester opened the meeting to the public for any comments for any item not on the agenda. She closed this agenda item as there were no requests from the public to speak.

5. NEW BUSINESS

5.A. Request #1

Site Plan 2023-SP-01 Description: Pursuant to Chapter 30, “Unified Land Development Regulations,” Article IV, “Development Permits – Applications, Requirements and Review Procedures,” Division 2, “Site Plan Procedures and Requirements” of the Town’s Code of Ordinances (the “Town Code”), the Applicant has requested Site Plan approval to demolish an existing 2 story hotel and construct a new 3 Story hotel containing 22 hotel units for property located at 4312 El Mar Drive (the “Property”).

Development Services Director (DSD) Jhanelle Campbell asked if all three request items could be read into the record as she would be presenting all three in one presentation but the vote at the end of the presentation would be separate for each of the three requests. The Chair then read Request #2 and Request #3 into the record.

Request #2:

Variance 2024-V-01 Description: Pursuant to the requirements of Section 30-127, “Variances,” the Applicant requests a reduction in the required view corridor width and clearance set forth in Town Code Section 30-241(i) to 10.8 feet where 13 feet is required, a reduction in the parking setback from the interior (north) property line set forth in Town Code Section 30- 122(a)(1) b.2.iii to 2 feet 4 inches where 5 feet is required and a reduction in the VUA perimeter Landscape buffer width set forth in Town Code Section 30-478(b)(2) to 2 feet 4 inches where 2 feet 6 inches is required for the Property located at 4312 El Mar Drive.

Request #3:

Level 2 Administrative Adjustment 2024-LVL2-AA-01 Description: Pursuant to Chapter 30, “Unified Land Development Regulations,” Article IV, “Development Permits – Applications, Requirements and Review Procedures,” Division 4, “Adjustments To The Code – Procedures And Requirements,” Section 30-128, “Administrative Adjustments,” of the Town’s Code, the Applicant has requested a Level 2 administrative adjustment from Section 30-241(h)(6), “Side Setbacks,” of the Town’s Code, to reduce the northern side yard setback to 10.8 feet where 15.5 feet is required for the Property located at 4312 El Mar Drive.

Development Services Director (DSD) Campbell presented the three requests for 4312 El Mar Drive. The first request was to demolish the existing two-story hotel (Courtyard Hotel) and replace it with a newly constructed three-story hotel with 22-units (without kitchens). It would be connected to an existing hotel (Ocean Treasure) located at 4308 El Mar Drive (Lot 3). The proposed project would combine the two adjacent lots creating a two-building hotel project resulting in shared access for parking and amenities between the two buildings with the new building on Lot 4 (4312 El Mar Drive). Lot 3 currently has nine units but its square footage would allow for eleven units and the DSD explained the math regarding how it was determined that 4312 El Mar Drive could have 22-units without kitchens.

The Site Plan (SP) would be reviewed tonight for the rebuilding and the Administrative Adjustment (AA) would be reviewed tonight for the reduced side yard setback. The three requests would be voted on separately with the AA voted on before the SP because the AA needed to be approved in order to approve the SP to move forward as proposed.

The DSD showed a slide depicting where the proposed hotel project would be located and explained that the applicant held a public participation meeting according to Town Code. She described the changes made to the development order regarding removing the balconies on the northern facing portion of the property and regarding the fence. She spoke about reconfiguring two parking lots for shared access because both lots presently have separate access drives, parking, and amenities. Parking and landscaping modifications were included in the applicant’s request. Both sites are nonconforming for parking but deficiency could be reduced with things like bicycle parking. The Site Data Table in the packet showed that what was proposed was in line with the Town Code. She summarized that there were three points for approval: The Site Plan, the Variance, and the Administrative Adjustment. The DSD spoke about the existing conditions and limitations but explained how the proposed development would improve the conditions of the lot overall.

DSD Campbell showed a slide that explained the View Corridor and Setback Analysis and she discussed the Variance for (1) a reduction in the required view corridor width and clearance, (2) a reduced parking setback along the northern boundary, and (3) a minor reduction in the required VUA perimeter landscape buffer. She explained the criteria for a variance. Staff believed the applicant met the criteria for a variance recommendation of approval as requested. She spoke about the Administrative Adjustment for the northern setback and said that Staff determined that the criteria for the Level 2 Administrative Adjustment have been satisfied, justifying the 30% reduction in side yard setback. Architectural Review was also conducted and an approval was obtained. Overall, Staff was recommending approval of all three requests. The DSD stated

that each development order had several conditions and that was also in the packet. One condition was removed because the DSD obtained renderings regarding the balconies on the northern facing portion of the property. After tonight's review, the project would go to the Town Commission on October 14th. She called for board member questions/comments.

Board Member Goldman commented that there was a lot of stuff to read in the packet but Staff made it easy for non/engineers and non/builders to understand. He asked about the bottom level not being livable and just used for parking of cars and that area was not counted towards the height of the building. Board Member Piersante asked about Oriana (condo) inquiring about the parking lights for the new project. The DSD said that they would review this as part of the permit process to ensure the lighting did not create light pollution for the adjacent property. As there were no other board questions, the DSD said the owner (Dylan Tannenbaum) and the architect (Austin Fox) were here if the board wanted them to give their presentation or to ask them questions. Board Member Piersante said that the project looked really good. As there were no board questions, the Chair called for public comments.

Rich Hilchey, resident, said where he lived overlooked the project and he participated in the citizen's meeting. He felt that the balconies were a big win for everyone. His second comment was on the view corridor because 80% of the parking was there. He spoke about his full-sized SUV and used that as an example that the language in this View Corridor Variance stated 98% but it should be modified to reflect bigger cars and use instead 80% to 85%. He thought that the language should be modified otherwise only standard vehicles could park there. DSD Campbell answered that the percentage was only an illustration of what would be obstructed. Chair Sylvester asked if an SUV would be able to fit there and she was answered that an SUV should be able to fit there. The owner, Dylan Tannenbaum, said these were standard parking spots. Board Member Richardson said there was no view corridor now, so this was as adequate as it could be made.

John Nicholson, resident, board member and general counsel for Winter Colony, was in attendance with his wife and another resident, Nelson Tetreault. Their concern was that the 22 units and existing units at Ocean Treasure would create overcrowding of the existing pool and excessive noise. It was already noisy now. They were requesting at a minimum a six-foot solid fence to be erected between Winter Colony and Ocean Treasure by the pool for noise abatement and visual purposes. They were requesting to know the pool hours and would like the pool closed at 10:00PM and open at 9:00AM, the same as their pool hours. He felt the noise with those 22 units would be unbearable and their requests were coming from reasonable neighbors. The Chair asked about the number of units now and DSD Campbell said the Ocean Treasure had 9 existing units now and through the unification of the two lots, the total units would be 22. It would not be 22 additional units. It would be 22 units total which equaled 13 additional units. She further stated that per Code, a solid fence could not be installed in that location. The applicant, Mr. Tannenbaum, said they did allow Courtyard use of the pool so there have been 19 units using the pool now. Their pool hours were dawn to dusk and they did enforce an 8:00AM to 7:00PM time window. The code was dawn to dusk and with the new hotel, there would be night staff. Discussion ensued and John Nicholson came back to the podium. He did not know that a solid fence was not allowed by code but maybe change their request to a six foot noise abatement PVC fence or anything that would give noise abatement. Mr. Nicholson was glad to learn that it would only be an additional 13 units and not 22. They were not opposing but just wanted to be a good neighbor and ask for the pool hour sign to be located in a more conspicuous space. He was also glad to learn that there would be night staff on duty with the new hotel. The Chair complimented that everyone just wanted to be good neighbors and suggested getting each other's phone number.

Dorothy Seibert, resident, said that she wanted to thank everyone involved with taking away the side balconies. The developer and the architect have listened to the surrounding neighbors and made adjustments based on what was said. Ms. Seibert was answered about the fence by the DSD and Ms. Seibert then asked about the landscaping and the DSD answered. She explained about the distance between shade

and non-shade trees and hedges. Ms. Seibert thanked everyone involved in this project. As there were no further public comments, the Chair closed public comments. Motions would be made now starting with Request #2, then Request #3 and then Request #1.

Board Member Goldman made a motion to approve Variance 2024-V-01 (Request #2) as Staff recommended. The motion was seconded by Board Member Richardson. The motion to approve carried 5-0.

Board Member Piersante made a motion to approve Level 2 Administrative Adjustment 2024-LVL2-AA-01 (Request #3) as Staff recommended. The motion was seconded by Board Member Richardson. The motion to approve carried 5-0.

The Chair commented that this project would be beautiful.

Board Member Goldman made a motion to approve Site Plan 2023-SP-01 (Request #1) as Staff recommended. The motion was seconded by Board Member Richardson. The motion to approve carried 5-0.

Board Member Piersante thanked Development Services Director Campbell on the great job she did putting this presentation together. He further commended the developer and his team for their consideration of the L-B-T-S neighbors surrounding this new project. DSD Campbell reminded that this would go in front of the Town Commission October 14th.

6. OLD BUSINESS

The Chair did not think they were ready to discuss generators for new construction yet. DSD Campbell said she had a list she was putting together of several items to bring before the Town Commission including generators for new construction and would then come before this board with the list of items.

7. UPDATES/BOARD MEMBER COMMENTS

None.

8. ADJOURNMENT

Board Member Piersante made a motion to adjourn at approximately 6:42PM. The motion was seconded by Board Member Richardson. The motion to adjourn carried 5-0.


Chair Karen Sylvester

ATTEST:

Date Accepted: 10/1/25