

APPROVED

**TOWN OF LAUDERDALE-BY-THE SEA
PLANNING AND ZONING BOARD MEETING MINUTES
JARVIS HALL, 4505 N OCEAN DRIVE, 33308
Wednesday, October 1, 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 6:05PM.

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 Member Ron Piersante and Board Member Jeff Goldman. The absent were Board Member Bill Ferrante, Vice Chair Leslie Richardson, and 1st Alternate MaShawn Simpson. Present in person were Town Attorney James White, Development Services Director Jhanelle Campbell, Assistant Development Services Director David Lee, Planner Alex Battle, 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 3, 2025

Board Member Piersante made a motion to approve the P&Z Minutes of September 3, 2025 as written and was seconded by Board Member Goldman. The motion to approve carried 3-0.

4. PUBLIC COMMENTS

Chair Sylvester opened the meeting to the public for 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.

Site Plan Modification (2025-LVL 2-SPM-02), Pursuant to Chapter 30 “Unified Land Development Regulations,” Article IV “Development Permits – Applications, Requirements and Review Procedures,” Division 2 “Site Plan Procedures and Requirements,” Section 30-123 “Modification of Approved Site Plan,” of the Town’s Code of Ordinances (“Town Code”), the Applicant is requesting a site plan modification to increase the permitted number of hotel units from 14 units to 19 units in order for the buildings’ renovations to meet the Town’s zoning and land use requirements for property located at 4217-4225 El Mar Drive

Development Services Director (DSD) Campbell presented a PowerPoint presentation for a Level 2 Site Plan Modification for the Buena Vista Hotel (4225 El Mar Drive) to add 4 additional hotel units with no kitchens. She explained a kitchen was defined as having an oven. The room could have a cooktop but no oven. The smaller, adjacent building was not being changed at this time. The Town would be asking the applicant to unify both lots (4217 El Mar Drive and 4225 El Mar Drive) which right now were listed as two separate properties. Required parking would be for 19 spaces but after restriping, there would be 20 spaces. She explained the different types of spaces (i.e., handicap, standard and compact). There was a citizen participation meeting in June and just a few people showed up. The applicant answered the minor issues

brought up. The Town did not receive any public response for or against the redevelopment of this property. Staff felt all the requirements were met to recommend approval. The special condition was for the unity of title to be recorded and briefly described the other requirements/conditions listed. She called for questions and Board Member Piersante commented that the smaller building had 5 units and 3 parking spaces which must have been grandfathered in and he was answered that it was non-conforming. Discussion ensued about parking under that building. The Director reminded that the code required one space per unit so there would be enough parking spread across the two buildings. She answered the Chair regarding where the total of twenty spaces would be. She also clarified that unifying the property would eliminate the non-conformity. As there were no further board questions/comments, the Chair opened up public comments but there were none. Public comments were closed. The Director reminded that the applicant was here to answer any questions. The Chair thanked the applicant for enhancing the buildings. Board Member Goldman commented that the whole area there was changing and that was nice. Board Member Piersante was answered by the applicant that the rooms being put in were where the conference room was. The Chair called for a motion for the application as presented.

Board Member Piersante made a motion to approve this agenda item Site Plan Modification (2025-LVL 2-SPM-02) as presented and the motion was seconded by Board Member Goldman. The motion to approve carried 3-0.

6. OLD BUSINESS

None.

7. UPDATES/BOARD MEMBER COMMENTS

None.

8. ADJOURNMENT

Board Member Piersante made a motion to adjourn at approximately 6:15PM and the motion was seconded by Board Member Goldman. The motion to adjourn carried 3-0.


Chair Karen Sylvester

ATTEST:

Date Accepted: 11/5/25