

Town of Lauderdale-By-The-Sea

Regular Town Commission

Agenda

Tuesday, November 18, 2025

6:30 PM



Jarvis Hall 4505 N. Ocean Drive
www.Lauderdalebythesea-fl.gov

LAUDERDALE-BY-THE-SEA TOWN COMMISSION

Mayor Edmund Malkoon
Vice Mayor Randy Strauss
Commissioner Richard DeNapoli
Commissioner John A. Graziano
Commissioner Theo Pouloupoulos

Ken Rubach, Town Manager
Susan Trevarthen, Town Attorney
Courtney Easley, Acting Town Clerk

Regular Town Commission

Tuesday, November 18, 2025, 6:30 PM
Jarvis Hall 4505 N. Ocean Drive

1. **CALL TO ORDER, MAYOR EDMUND MALKOON**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **INVOCATION**
4. **ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS**
5. **PRESENTATIONS**
 - 5.a. Friedt Park Mural
 - 5.b. 2025 Vision Process & Strategic Plan Report Recommendations
6. **PUBLIC COMMENTS**
7. **PUBLIC SAFETY DISCUSSION**
 - 7.a. BSO October 2025 Public Safety Report
 - 7.b. PBFR September & October 2025 Public Safety Report
8. **TOWN MANAGER REPORT**
 - 8.a. Town Manager Report
9. **TOWN ATTORNEY REPORT**
10. **APPROVAL OF MINUTES**
 - 10.a. Approval of Minutes for October 14, 2025 and October 28 Regular Commission Meeting
11. **CONSENT AGENDA**
 - 11.a. Special Event Application: Feast of the Holy Epiphany 01.06.26
12. **OLD BUSINESS**
13. **NEW BUSINESS**
 - 13.a. Special Event Application: Chanukah Festival December 16, 2025
 - 13.b. Party in the Park Series
14. **COMMISSIONER PRESENTATIONS**
15. **COMMISSIONER COMMENTS**
16. **ORDINANCES 1st Reading**
17. **ORDINANCES 2nd Reading**

18. RESOLUTIONS – PUBLIC COMMENTS

- 18.a.** RESOLUTION 2025-35: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING A FIRST AMENDMENT TO A PIGGYBACK AGREEMENT WITH ONE PARKING INC. FOR PARKING OPERATIONS AND ENFORCEMENT SERVICES, UTILIZING THE TERMS AND CONDITIONS OF THE CITY OF DELRAY BEACH AGREEMENT AWARDED PURSUANT TO RFP 2022-038; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE PIGGYBACK AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

19. QUASI JUDICIAL PUBLIC HEARINGS

- 19.a.** Pursuant to Chapter 30, “Unified Land Development Regulations,” Section 30-510(b)(2), “New Mid-Century Modern Style Signs,” of the Town’s Code of Ordinances (“Town Code”), the Applicant has requested a Conditional Use Permit (2025-CUS-02) to allow a new trademarked Mid-Century Modern style wall sign with 26-inch sign lettering where 12 inches is required by Town Code Section 30-506(a)(6)(a) within the B-1 Zoning District for the property at 112–112A Commercial Boulevard. (Sushi Sake)
- 19.b.** Pursuant to Chapter 30, “Unified Land Development Regulations,” Section 30-510(b)(2), “New Mid-Century Modern Style Signs” of the Town’s Code of Ordinances (“Town Code”), the Applicant has requested a Conditional Use Permit (2025-CUS-03) to allow installation of a new Mid-Century Modern style wall sign with 24 inch sign lettering where 12 inches is required in the B-1 Zoning District for the property located at 107 E Commercial Blvd. (Burger Vibe)
- 19.c.** 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town’s zoning and land use requirements for property located at 231 Lake Court.

20. ADJOURNMENT

THE TOWN OF LAUDERDALE-BY-THE-SEA WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES NECESSARY TO AFFORD INDIVIDUALS AN EQUAL OPPORTUNITY TO PARTICIPATE IN MEETINGS OF THE TOWN COMMISSION. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING

SHOULD CONTACT THE TOWN CLERK NO LATER THAN TWO (2) DAYS PRIOR TO THE MEETING AT (954) 640-4200

FOR ASSISTANCE.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES MAY NEED TO ENSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PROCEDURES FOR PUBLIC COMMENTS:

Public Comments may address issues that are not on this meeting's agenda, but should relate to the business of the Town, and should not contain personal attacks. If your comment requires follow up, the Town Manager will have a staff person respond to your concerns, and will advise us of the outcome.

The Town Clerk will read off the names of those who have signed up to speak. When your name is called, please come to the podium, state your name for the record, and indicate whether you are a Town resident. Do not state your address. You have up to three minutes to make your comments, but there is no requirement to use the entire time. If you wish to address a particular Commissioner or member of Town Administration, please do so by use of their title.

If you wish to approach the Commission dais to hand out a document or for some other reason, please request permission and state your reason for doing so. All documents to be provided to the Commission should be handed to the Town Clerk for distribution.

These procedures have been developed to assure that the Town Commission meeting time is efficiently used, and that meetings are conducted in a polite and respectful manner. More information on the decorum rules for Town Commission meetings is available in Section 2-23 of the Town Code of Ordinances.

INVOCATION:

The Invocation before each Town Commission meeting is a voluntary service of a private citizen, offered to serve the spiritual needs of the members of the Town Commission and solemnize the meeting. It is not intended to be an opportunity to advance or disparage one faith or belief over another. The views expressed in the Invocation have not been previously reviewed by the Town and do not necessarily represent the beliefs of any Town employee or official. No person is required to be present at or participate in the Invocation, and the decision whether to be present or participate in the Invocation will not affect any person's right to actively participate in the official business of the Town or obtain any benefit from the Town. The Town's written Invocation policy is available on its website, and upon written request to the Town Clerk.all static



Agenda Item No: 5.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Katie Anderson, Events & Marketing Manager

Submitting Department: Administration

Item Type: Presentations

Agenda Section: PRESENTATIONS

Subject Title: Friedt Park Mural

Explanation: Community art plays a vital role in celebrating a community's identity, fostering social connections, and beautifying an area, which instills a sense of pride in its residents. Community art also spurs economic activity by attracting visitors who come to appreciate and promote the newest installation.

In continuing efforts made in Town by the Plunge Beach Resort, as well as the newest mural on West Commercial commissioned by the Florida Purchasing Agency, Staff is looking to further this community art initiative by commissioning a mural to be completed at Friedt Family Park.

The mural will be fabricated on the blank restroom wall adjacent to the bocce courts, and looking over the newly renovated Friedt Family Park playground.

Local mural artist Jonathan Ramirez has created a number of images for consideration (**Exhibit 1**) highlighting the various aspects Lauderdale-By-The-Sea is so proud of, including elements of the beach, the ocean, the marine ecosystem, and more.

The mural is estimated to cost \$7,000, which is inclusive of the artist's time and materials. A two-week scope of work is anticipated for completion following final design approval. To ensure the vibrancy and quality of the mural, a professional grade anti-graffiti and UV-resistant clear coat will be applied upon completion to protect the work of art.

Staff would like to narrow down the options presented, and then put these options out to survey for public input. The survey would be sent via Town Topics, as well as promoted on signage placed throughout the Friedt Park areas.

Recommendation: Staff is requesting consensus on at least two mural options to be put to the public for final vote.

Exhibits:

1. FriedtParkMural_11.18.25



Friedt Park Mural

*PRESENTED BY: Katie Anderson,
Events & Marketing Manager*

CONCEPT 1



Inspiration:
The pelicans are flying towards the ocean to show movement

CONCEPT 2



Inspiration:

Blue stripe in the background symbolizes the reef, representing Lauderdale-By-The-Sea's reputation as the "Shore Diving Capital."



CONCEPT 3



Inspiration:

- Silhouette of a sunken ship represents the SS Cophenhagen
- A diver explores the reefs of Lauderdale-By-The-Sea, photographic sea life
- The iconic pelican soars through the air as the diver captures a photo of the bird in flight



CONCEPT 4



Inspiration:

- Anchor represents the sunken ship off the coast SS Copenhagen
 - Hard hat diver exploring the waters of Lauderdale-By-The-Sea
- In the waters of Lauderdale-By-The-Sea, you'll find a variety of fish species, such as snook, tarpon, and redfish

FRIEDT MURAL OPTIONS

Concept 1:



Concept 2:



Concept 3:



Concept 4:





THANK YOU



Agenda Item No: 5.b.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Ken Rubach, Town Manager

Submitting Department: Administration

Item Type: Presentation

Agenda Section: PRESENTATIONS

Subject Title: 2025 Vision Process & Strategic Plan Report Recommendations

Explanation: Jamie Titcomb will present his final recommendations regarding updates to the Strategic Plan.

Recommendation: N/A

Exhibits:

1. LBTs Visions & Strategic Plan Update V2.2 Report 10-2025

LBTS

2025 Vision Process & Strategic Plan Report Recommendations

Prepared for:
Lauderdale By The Sea, Florida

Written & Facilitated by:
James S. Titcomb

Local Government City Manager & Consultant
Working with Town Administration, ICMA and open government resources.

Prepared for:

LAUDERDALE-BY-THE-SEA TOWN COMMISSION

**Mayor Edmund Malkoon
Vice Mayor Randy Strauss
Commissioner Richard DeNapoli
Commissioner John A. Graziano
Commissioner Theo Pouloupoulos**

TOWN STAFF

**Ken Rubach, Town Manager
Susan Trevarthen, Town Attorney
Katrina Adler, Town Clerk**

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Table of Contents

Revision 2 note: This October 2025 version of the LBTS Vision & Strategic Planning Report has been updated to reflect recent changes and appointments in town administration by the Town Commission (and new Town Manager). Contents are rearranged by request for easier study and implementation. Recommendations from the consultant facilitator-author have been moved up front, with narrative and data sections following for background reference and reading.

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FOREWORD

In late 2024, Lauderdale-By-The-Sea administration sought to update the vision, mission and priorities defined in its Strategic Plan. Completion of most priorities in the 2016-2018 plan coupled with continuous change in surrounding areas and the related impacts, led the town to pursue identifying its new priorities and updates to the strategic plan to focus on applying solutions for today's needs.

January 2025, the Town Commission adopted a contract to work with local governance systems and organizations consultant and facilitator Mr. James Titcomb, a practicing Town Manager in Palm Beach County, Florida, where he's been employed in local government leadership positions for 30 years.

Mr. Titcomb was tasked to facilitate process for town officials, administration and staff in identifying priorities, "capture a vision" from community input sources and make recommendations on the Town's Strategic Plan for next steps...

Working with town staff, participating community members and utilizing town documents, we've reviewed and curated information from multiple samplings to make relevant recommendations and propose updates. It's important utilizing public resources to note that all recommendations, strategies, objectives and implementation of them are solely at the direction of the Town Commission's majority approvals process and assigned and managed by Town Administration.

This project's information gathering occurred over several months in multiple formats including small focus-group discussion, individual interviews with each of our elected officials - the Mayor, Vice Mayor & Town Commissioners, as well as ongoing working meetings with the Town Manager, Assistant Town Manager, a department heads group meeting along with guided and self tours throughout the Town's neighborhoods, facilities and public safety operations. A meeting with the long-standing hospitality group board's input was much appreciated as well.

On March 29th, our Saturday morning "kick-off" workshop, hosted by town staff, included the facilitator's presentation on local government factors, limitations & parameters as well as plenty of participant input from small breakout groups of involved citizens that commission members helped lead at table discussions.

Our April 22nd Town Commission night workshop, the facilitator presented initial trends and findings, then engaged open public discussion "Q&A" to gather input and gauge perceptions of our residents and interested parties at the meeting.

Any proposed recommendations or updates in this report are crafted by curating the themes and common issues as expressed, observed and analyzed from ongoing communications, narrative-based opinion priority/SWOT surveys (70+), individual interviews of town officials and various constituency group discussions, along with (2) public workshops, small focus group input and additional references from town communications, events and other input as provided.

In this Strategic Plan & Vision Report, executive summary findings and recommendations are expressed to be considered and adopted by the Town Commission for implementation via assignment from the Town Manager's office.

The following section highlights general recommendations to evolving LBTS strategic plans and updates to focus town energies and resources. Utilizing common themes and issues observed in the 6-month process of community interaction, staff meetings and data gathering, our conclusions are constructed from the varied and diverse information contributed from all the participants, as well as deploying local government best practices and emerging technologies.

General Facilitator Recommendations:

Back To Basics - “Do fewer things and do them well”

Public Safety:

During the initial phases of this project, much emphasis was placed on by all participants the importance of Public Safety! The Police (BSO), Fire (Pompano Contract*), Beach & Lifeguard (very split support) and other safety, peace of mind and “Quality of Place” issues are always foremost on people’s minds. The town must emphasis unconditional commitment for providing its citizens inherent needs and rights to creating a default safe sense of place though appropriately scaled and deployed public safety services. To this end, getting to a meeting of the minds and subsequently allocation of necessary resources to scale, fund and construct public safety services, facilities and programs is paramount.

- 1. Finalize a Public Private Partnership (3P) proposal or similar cost-effective leveraged partnerships to design, upgrade, maintain and deploy accurately scaled public safety and law enforcement facilities and services for the resident population.**
- 2. Partner with neighboring intergovernmental agencies for mutual aid services and coverage, including piggyback emergency response contracts for disaster relief and unique situations requiring larger than average response in times that may exceed in-house capabilities.**
- 3. Consider a Citizens Academy Program for Public Safety Community orientation and volunteer support (i.e. Crime Watch neighborhoods).**

Information Technology:

Town systems should be evolved for today's exponentially changing IT systems in software, equipment, universal device usage and the emerging world of Artificial Intelligence (AI) systems (note here we are referring to use of closed systems (controlled sourcing archives) Predictive AI versus Generative AI. Note that predictive AI returns answers from selected (defined) data sets and resources, whereas generative AI may draw from and render results from open internet data resources, sometimes utilizing less controlled or verifiable sources. The Town archives are massive in compliance and relative steering documents, but navigating them is a "Herculean Effort" at times to ascertain which versions, content and communications are the adopted and official documents, especially for laypersons. Our interviews often revealed a lack of general knowledge amongst members of the public as to where the parameters of jurisdiction, responsibility and available resources reside for addressing various issues in the public space.

- 1. Deploy an Information Systems and IT assessment audit study with a reputable analysis firm to identify, redesign as necessary and maximize town technology infrastructure, emerging AI and automated processing. Every company in the public technology space has solutions, it is important to match them to the town's specific needs/business model.**
- 2. Provide ongoing support and staff training for the latest in cyber security, statutory compliance and evolving tools and communications best practices. Technology infrastructure and server security is becoming a 24/7 profession, thus reviewing the staffing, consultant contracts and scope of services is an important audit task to complete.**
- 3. Consider moving most all archives, web software and apps to cloud based and replicated servers (remote replication) as Florida is in a prime disaster zone. The Town should be able to evolve and deploy remote services seamlessly and quickly in the event of a natural or other disaster of significant impact.**

Brand Communications:

LBTS' developed and implemented brand of graphic standards and communication styles is excellent by most small town standards. The look and feel in the town from the graphics identity to the MIMO architectural vibes helps create a strong sense of place. It is the town's brand and style that helps the general public recognize and react to ongoing town communications.

- 1. Continue to support and coordinate strong graphic standards and brand elements across the spectrum of town documents, web pages and communications. Always aim to simplify the number of styles and variations as applied. Communication graphics can help categorize and assist citizens in navigating elements of town programs and purpose.**
- 2. Periodically task citizens and town staff with communications assessment feedback and recommendations for evolving messaging and content. An ad hoc or existing town committee may be tasked with this periodic review and update recommendations.**
- 3. Keep town official communications and related social medias content consistent and concise, focused on local government basics. In our information sessions we were often amazed that the general population was often "uninformed or misinformed" on the jurisdictional parameters of where the Town's business and responsibilities reside versus many other organizations, tiers of government and entities with agenda-specific purpose may fulfill critical needs and advocacy.**

Town Staffing:

LBTS has a dedicated, skilled and loyal town staff! Meeting with them proves they are a cohesive, proud and collaborative team. It's clear they long for a stable community, politically supported trust, professional deference and default enabling to go about addressing daily operations effectively. Changes in political leadership always brings new ideas, alliances and personal priorities in addressing ongoing, difficult and ever-changing local and environmental contributing factors to resolve community issues. Staff strives to deploy best practices and satisfying the largest number of constituents while always acting prudently and in a timely manner for the best outcomes and the greater good. I recommend that staff continue to develop good working and personal relationships with all the Town Commission, each other, service providers and the citizens and businesses at large. Hearing, understanding and getting people to a "Yes" (what's possible) is always important, even when the initial answer is an initial or regulatory "No" (what's not possible, or outside the jurisdiction of the town governance). The staff wants delegation of authority, support in getting from better to best and the recognition and respect of doing a good job always by default. We recommend every employee be inspired (and trained) to be an "Ambassador" and "Ombudsman" of the Town, process and solution delivery to our residents, businesses and visitors alike. Borrowing from the Ritz-Carlton model... "It's my pleasure."

- 1. Support and fund ongoing staff professional development, appropriate conference attendance and subject expert training to maximize their employment experience and dedication to the Town of LBTS, yielding great ROI to the town's effective delivery of local services.**
- 2. Provide an ongoing forum/venue for departments/individuals to meet with elected officials and Town constituency groups for familiarity and service level improvements through dialog and expectation matching.**

Citizens Group Input:

For ongoing strategic planning recommendations and the ability to incubate and develop consensus on any issues facing the town, we recommend establishment of an ongoing “Strategic Planning Advisory Committee.” This body would be made up of Commission appointed members from the community, representing specific constituency interest groups such as: individual residential neighborhood associations, hospitality providers, business community and members at large to be defined by the will of the commission. The value of an official group for this purpose is to collaborate, consolidate and vet through requests/proposals brought to the town for advising on feasible and implementable best practices the town should consider. Advisory in nature, the committee will provide both the Town Commission and Town staff benefit of the group corralling pre-work to be done by engaged citizens and formed into a consensus advisory proposal to then be weighed in upon, adjusted and adopted by the Commission (legislatively) and staff (administratively) utilizing the appropriate filters, tools and jurisdictional assignment to implement new ideas, policies, measured allocation of resources and investment to a cause or project.

- 1. Providing strategic appointments to existing committees, focus groups and/or ad hoc task forums for topic-specific discussions and problem solving can help curate and author objectives, goals and timelines to address collective concerns in specific areas of need. Town staff or independent facilitators can be engaged to manage these groups with a narrowly defined agenda and program of work to make advisory recommendations to the Town Commission to prioritize and fund.**
- 2. Establish a Citizens’ Academy Program for community orientation and volunteer development support. A good annualized program can be replicated and delivered to engage and involve citizens in the workings and issues the Town presides over and provides. Consider this building a farm team of future involved citizens and pro-community advocates.**

Private Sector:

The physical and commercial economy needs of the businesses, hospitality providers, and visitors to the town should be advocated for and represented by formalized groups and associations populated by self-selected members of those constituencies to meet, form consensus and present responsible and relative proposals to the Town through its well established traditional procedures. The town owns and maintains the public grid and infrastructure, controls the growth and development regulations (subject to State, Federal, agency and other exterior laws) and is responsible for balancing the interests and outcomes for all the citizens, business and residents in a narrow lane of policy and compliance. The private sector can work with the town to best leverage the assets, policies and opportunities for investment, however the municipality cannot abandon or preferentially apply its rules and regulations. The visioning and strategic planning process is a tool which allows everyone to incrementally contribute information and prioritization to steer and improve toward what is possible, prioritized for fiscal investment and implementable in the long term direction and management of the town.

- 1. Support and provide a meaningful interface (venue, time, staff support) for outside organizations to meet, propose and dialog in the town legislative and annualized priorities of programs, funding and policies favorable to leveraging Town assets to best constituency outcomes.**
- 2. Encourage business groups such as the Hospitality Owners, Chamber of Commerce Businesses and other focused industry gatherings to consolidate and formalize relationships with the Town, curate their needs and messaging and report regularly to the Town Commission on programs, updates and resources they provide which benefit the town citizens, visitors and ongoing economic development support.**

Zoning, Heights & Development:

The Charter, Comprehensive Plan, Code of Ordinances, Policies and State Statutes and regulations are all important controls in status quo and any future growth of the Town.

By default, keep these key steering documents as restrictive and tight as the the residents and local business interests can tolerate. Remember - State Legislation (Live Local Act, etc.), Private Property Rights (Bert Harris Act, etc.) and other outside preemptive rulings and laws, intergovernmental or judicial findings, can and often do prevent the Town from more restrictive rule-making. Ultimately the Town can control what it can control. Pre-vested property rights are just part of the zoning and permitting landscape as the town develops. It is very hard work to keep everything “the same.” The Town has a strong legislative lobby and legal team in place and should utilize it every way possible to address and advocate to head off regulations and laws hazardous to its future development preemptively. The Town Commission is also in a great position to utilize its local official status and political persuasion prowess at the County, State and Federal levels for seeking positive legislative outcomes favorable to the town’s needs and future.

- 1. Task the Charter Review Committee with periodic comprehensive review and reporting on items “big and small” that appear to be conflict with initiatives proposed by citizens, outside organizations and development interests perpetually brought to the Town. A Charter change requires a referendum vote of the residents. This document should be treated and reviewed with the utmost care and respect.**
- 2. Similarly, task town committees and deployed facilitators to create supportive narrative and policy legislation proposals to achieve the Town Commission’s visions through the Comprehensive Plan and Code of Ordinances updates and modifications as needed to keep up with evolving evolution of town priorities as derived by consensus actions.**

Next Steps:

Many “big ticket” items and governance issues jumped in the way during the process of defining the next steps in the Town’s future vision-based strategic planning steps and commitment to infrastructure, staffing, funding and importantly future service providers in key areas of communal concern. Deciding to “right scale” core services and required facilities is paramount to the Town’s future long-term. Technologically speaking the world is changing exponentially. Traditional service provision is rapidly turning upside down in technical trades and services. However, customer service and responsiveness to our local citizens needs and visions never change, though the methods of educating our constituents on the options available and weighing them through a cost-benefit analysis filter, is ever present. The industry trends that are working the best involve making sure citizens have a perpetual seat at the table, be given factual parameters and limitations of what’s needed to accomplish Town goals and objectives and plenty of transparent communications to then trust their elected officials and town staff to look out for collective best interests of the town residents, service partners and long term sustainability.

- 1. Take time to review the compiled results in this report from all the earnest feedback gathered from Town staff, citizens and various interest groups. It’s not the messenger, it’s the message where you will find common themes and recommendations. If the Town sticks to its core mission and other groups hone and communicate theirs, commonality in purpose and outcomes will prevail through leveraged results in existing jurisdictional avenues and venues of operation.**
- 2. Reiterating the value of establishing a LBTS Citizens’ Academy Program for community education orientation, advocacy and volunteer development support. A curriculum that breaks down town structure, operations and governance, taught by the staff and service providers presented to town citizens will embolden both groups to be the best advocates and purveyors of good governance and services available.**

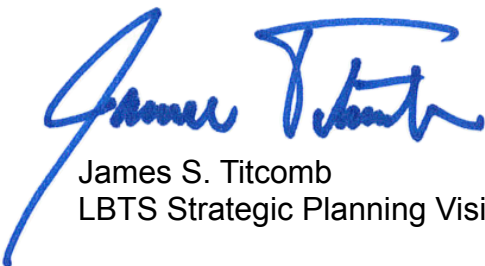
Moving Forward: “A song that never ends...”

Take time for review and contemplation of the feedback information as assembled from multiple sources including public input, town leadership and the other interested parties and contributors.

The Town can set about streamlining and scaling its vision and strategic plans for the next 10 plus years. Utilizing the people assets, established processes and willingness to evolve toward best practices relevant and affordable for the town, all the various options can consolidate toward a shared vision and just how to get there. Town vision for strategic planning is best led by the elected body representing its citizens. As such, the scale, priorities and investment of town resources should be directed by the Commission utilizing input from town constituents in convened ad hoc groups, workshops and roundtables as have been successful for LBTS in the past.

This facilitator, town staff and the Elected Officials (legislative body) are all committed to assisting the Town of Lauderdale By The Sea in its quest to maintain and excel at being a unique and desirable “crown jewel by the sea”!

Respectfully submitted,



James S. Titcomb
LBTS Strategic Planning Vision Process Facilitator

Facilitator Bio: James Titcomb has served as an elected municipal official, a government non-profit association executive director, city/town manager in multiple jurisdictions, CareersourcePBC Board of Directors Chair, a CRA Director and Emergency Manager roles; also an adjunct professor of advertising and technology and the AAF's FL Advertising Association Governor among many signature roles. He spent 20-years at the helm of an award-winning advertising agency as CEO/Creative Director, before pursuing and serving over 30 years in local community, government and other public leadership roles. Mr. Titcomb currently serves as the Town Manager in South Palm Beach, FL.

Moving forward, recommendations for new LBTS strategic plan updates and goals requires multiple steps and coordination. These include staff assignments, allocating appropriate levels of resources in the annual budget process, establishing a forum for ongoing and interactive community engagement (citizens & businesses) and of course majority “buy-in” of the Town Commission (elected officials) for direction and adoption of priorities and program of work elements necessary to steer essential constituent services, sustainable infrastructure, Town sponsored events and programs, maintenance operations and the continual investment in community betterment outcomes.

Achieving this requires allocating planning resources and ongoing community stakeholder involvement. Updating the Town’s Strategic plan more regularly helps to identify available resources, including scheduling time for group public policy discussion with “affected-party” focus groups, identifying best practices for direction and modifications needed and meet today’s challenging and changing environment in realistic timelines. Typically managed by staff, under inquiry, constant review and approval by elected officials, this process should take place on regular intervals and happen soon after any group goal-setting sessions are held, for best results annually at least utilizing one of many town existing forums.

An agreed vision and strategic plan of goals, objectives and tasks benefits everyone, keeping interested parties on the “same page” throughout the steering of limited or restricted public resources, workforce assignments and creates the baseline launching platform for collective process as new needs arise to evolve or change the plan’s elements for modification and real time implementation.

It is also important to reiterate and acknowledge that strategic plan goals, elements and objectives are still constrained by subordinate compatibility to the Town’s Charter, its Comprehensive Plan, annual budget appropriations (operational, investment and capital), Town Code of Ordinances, various county, Florida Statute and Federal laws, as well as other government agency rules.

Let’s contemplate briefly the last adopted Strategic Plan by category and status, implemented and updated largely in the 2016-2018 timeframe. A majority of the items in the plan have mostly been executed substantially according to the reports. Though not reflected in all current updates, the town has done an amazing job of addressing many key elements and brought solutions to fruition resolving challenges and upgrading the town’s infrastructure aging, impacts to the environment, ever changing demographics, commercial/business needs and taking responsibility addressing what residents seek from their town government.

Moving forward, current municipal trends are to fully engage regularly affected stakeholders on the front end of policy and priorities deliberations to be adopted in their community. To that end, I like utilizing ad hoc committees (i.e. “Blue Ribbon” task forces) local committees with limited and defined agendas for vetting community positions on substantive policy and investment proposals.

In addressing its strategic plan in more recent year updates, LBTS staff has been utilizing an “Action Plan” approach with stated priorities, corresponding assignments and outcomes as achieved updating the key continuing Strategic Plan elements by category as shown below. This approach was implemented in the 2020-2022 timeframe (think Pandemic) and mainly reflects projects completed, still in the works and, or ongoing issues being addressed over time. Note in the narrative opinion survey sections in this report, many topics in the works resonate today.

AREA 1: SUSTAINABILITY - RESILIENCY - ENVIRONMENT

- GOAL 1.1 PROTECT THE BEACH
- GOAL 1.2 PROTECT EXISTING CORAL REEFS AND DEVELOP NEW ONES
- GOAL 1.3 PROACTIVELY ADDRESS LOCAL SEA LEVEL RISE ISSUES

AREA 2: PARKING & TRANSPORTATION

- GOAL 2.1 IMPROVE OUR PARKING SYSTEM
- GOAL 2.2 EVALUATE THE TOWN'S TRANSIT SERVICES/BUS SHELTERS
- GOAL 2.3 REDUCE CUT-THROUGH TRAFFIC IN RESIDENTIAL NEIGHBORHOODS THROUGH THE USE OF TRAFFIC CALMING INITIATIVES IN NEIGHBORHOODS
- GOAL 2.4 REDUCE TRAFFIC, PEDESTRIAN, AND BICYCLE VIOLATIONS THROUGH INCREASED TRAFFIC ENFORCEMENT

AREA 3: PRESERVE THE LBTS WAY OF LIFE

- GOAL 3.1 PRESERVE THE TOWN'S HISTORY
- GOAL 3.2 MAINTAIN AND IMPROVE THE WALKABILITY OF THE TOWN

AREA 4: INFRASTRUCTURE IMPROVEMENTS

- GOAL 4.1 IMPROVE NEIGHBORHOODS
- GOAL 4.2 ADDRESS STORMWATER FLOODING
- GOAL 4.3 DEVELOP CONCEPTS FOR A TOWN HALL/PUBLIC SAFETY COMPLEX
- GOAL 4.4 SEWER RESTORATION

AREA 5: ECONOMIC DEVELOPMENT

- GOAL 5.1 PROMOTE THE HOTEL HOSPITALITY SECTORS
- GOAL 5.2 ASSIST IN MAKING BUSINESS VIABLE ON COMMERCIAL BOULEVARD WEST OF BOUGAINVILLE DRIVE

AREA 6: IT/PIO *(with new edited goals added by facilitator)

- GOAL 6.1 BRING INFORMATION TECHNOLOGY SYSTEMS UP TO LATEST GENERATION PROGRAMMING AND EQUIPMENT UNIVERSAL COMPATIBILITY, INCLUDING DEPLOYING FULL “AI” APP UTILIZATION.
- GOAL 6.2 USING LBTS' DEVELOPED GRAPHIC STANDARDS BRAND AND CONTINUITY, SIMPLIFY AND AUTOMATE AS MUCH OF THE TOWN WEBSITE, SOCIAL MEDIA AND APPS FOR DISSEMINATION OF PUBLIC COMMUNICATIONS AND EASY DOCUMENT SEARCH TOOLS.

In the following section of this report, we'll share the narrative opinion survey results gathered.

Recommendations made for future strategic plan updates are best derived from the analytical look at common themes and issues as gathered (unedited, except for spelling/format) in our narrative-based “Priority and SWOT” opinion survey results - submitted by various, diverse-interests, participating residents, businesses, visitors and staff. In addition, Interviews with town officials, administration, constituency group advocates, public workshops, small focus group discussions and additional references from town communications, public input at events and other sources provide a snapshot of the mindset of LBTS.

Business Community Narrative on Priorities

Priority 1	Priority 2	Priority 3	Priority 4
Underground Power Lines (to reduce downtime during high winds and storms), increase curb appeal and esthetics of the town.	Paver Beautification in front of businesses on E. Tradewinds North of Basin Dr. to match Commercial Plazas.	Bring back Friday Night Entertainment to weekly or every other week during season. Huge revenue boost to local business.	
Increased pedestrian traffic for the western corridor of LBTS to boost business.	Safety for locals and visitors.	Maintaining height restrictions for new structures.	
Safety	Walking the very thin line of remaining "small town-ish" vs falling behind the times and being thought of as a 'tired' community	Smart, well informed and educated 'growth'	
Parking	Pier	Tourism Marketing	
Safety	Cleanliness of the city	Clean beach	To have nice and well maintained restaurants
Life	Travel	Family	Get success in my work and moving forward ahead to achieve professional goals.
Safety (violence & vagrants)	Small Town Experience	Keep Traffic at a minimum	Pier to be renewed
Not being left behind Pompano, Dania, Hollywood	Too much attention to more, more, more parking.	Not accumulating money needlessly.	

Branding the city as a boutique/small hotel small town alternative to Fort Lauderdale/ Pompano.	Having more events and activities for guests and residents.	Keeping beach clean.	
Maintaining Tourism.	Maintaining a safe environment in the town.	Making the beach portals more inviting.	More security on the beach at nighttime and certain holidays.
Business Community SWOT Analysis			
Strengths	Weaknesses	Opportunities	Threats
Esthetics. Increases beautification, easy to maintain. Resident and Visitor enjoyment	Ugly Eyesores. Time of installation. Staff participation and preparation.	Reduce 'No Power' downtime. Unify town appearance. Networking and increase business revenue.	Dangerous overhead lines. Initial costs. Weather Dependent.
New directional sign posts and signage for downtown businesses look great. Great job by local law-enforcement. Great job by our town commission main maintaining height restrictions.	Real signage for the businesses on the western corridor could use much improvement and would help alleviate the congestion in the downtown area by allowing visitors and locals to enjoy a greater portion of our beautiful town. Increase controls on the western portion of town.	Move to install more of those beautiful directional sign posts etc. Would help to make our visitors feel safer and more inclined to explore the businesses west of A1A. Continued diligence.	Failure to take measures to improve traffic along the western corridor could lead to a slump and vacancies in local buildings for businesses. Failure to do so would be detrimental to more vibrant town. Failure to do so would take away from the unique charmer, beautiful town has.
Small town 'feel', Mostly independent businesses vs chains (goes for hotels, restaurants, etc), Walkability--especially DT to bridge	More lanes for casual bikers, Traffic & Parking, We are all 55--80 years old	Become more of a summer destination	Tax base may be challenged in future putting pressure on more (high rise) building. Does what we offer (small town 'feel' going to work with the young folks in X years?
Coastal Charm, Variety of Restaurants and activities, Safe	Not enough Parking, Need state-of-the-art pier	Connect to neighboring cities via water taxi/ride circuit. Partner with developers for multi-floor parking	Naysayers who don't want change, Poor communication/ transparency
Holiday Village spirit, Attractive, friendly, family vibes	very seasonal, low season is very low	tourism development, more events during low season	hotels competition
Walk to shops and restaurants	Current violence & vagrancy	Bring in organic restaurants.	Violence

Weather, Location, Small town charm	Stagnation. Overly focused on more, more parking.	Taking part in Florida emergence	Being left behind by neighbors.
Quaint.	Unknown location.	Branding.	
Great Location. Outstanding Beach & Reefs. Family owned businesses.	Broken Pier. Lack of Beach Safety. Separation of the E & W business zone.	Remake of El Mar Drive. Safety of visitors to our beach. Create more of a cozy, garden seaside town with tree canopy.	High Rise. Loss of Hotels and the tourist town we are. Increased Taxation.
Residents' Narrative on Priorities			
Priority 1	Priority 2	Priority 3	Priority 4
Keeping a small town feel - no overdevelopment	Continuing to only allow a 5 story high building limit	Beach warning flags at every portal for water conditions	Traffic & parking Safety
plastic waste - too many restaurants and town events (ie: taste of the sea) serve single use plastic, use plastic bags & styrofoam to go boxes.	our town should strive to be an environmentally conscious town, and serve to be a model to other communities around the world.	sell more earth friendly and local souvenirs/products made in the USA instead of China.	Smoking - ban all public smoking. One cigar/pipe/cigarette smoker can ruin a perfectly good evening for many outside guests enjoying a show or dinner, and their plastic and cellulose acetate butts that take 10 years to decompose are evident on our beach and in the sand dunes.
Old Florida beach town feel (hard to find anymore)	Safety to residents and property (doing a good job)	Walkable/Fresh sidewalks landscaping El Mar could use a refresh which I know has been a challenge.	
Small Quaint/Quiet/SAFE Beachside Community.	Height Restrictions.	Vibrant Downtown/ Business District.	Elected officials representing the residents' best interests, not their own or the staff's. Officials must represent the taxpayers, need to meet with residents regularly in different settings at different times.

Keep building heights low	encourage mix of business that reflects mix of full time residents, part time residents and hotel/ vacationing guests	Walkability - expand that to the west along Commercial and north and south on A1A.	
Preservation of community character	Safety	Walkability	Not giving in to economic pressure to build skyscrapers.
Safety/Police Patrols	Buildings Modernization	Fixing the Pier	
Parking	Additional of more hotel rooms	Bldg heights in limited zones	Repair of the pier and or city building their own pier extending out from our own pavilion
Finding a happy balance between maintaining the town's charm and character with the need for progress and growth	Public safety	Protecting our beach and shoreline from erosion and climate change	
Allow development of carefully selected high end projects (like Ritz Carlton)	Playground/splash pad/park	Safety: control homeless and drug addicts	
Resilience from Climate change	Better parking options	Beach cleanup -- especially of seaweed	
Maintaining the 4 story height restriction and preventing over building / over crowding.	Public safety particularly during high season / spring break	A clean, safe and properly maintained downtown are surrounding the square / pier	Also, can something be done to force the pier owners to clean up that embarrassing situation. And keeping the tax rate reasonable should be a priority.
CRIME	Maintain small town beach vibe	Height limits	
Repair pier	Install a chin up bar in the park	Iguana removal	
Bldg height	Overcrowding	Taxes	
Public Safety	Nuisance of Air BnB	Remaining a clean small town	
Continued safety in LBTS	continued cleanliness of LBTS	Adequate parking in town	
Renovating the playground	Renovating the playground	Renovating the playground	Renovating the playground
Strategic Infrastructure plans	Tax base	State Condo Reforms	

Sidewalks on El Mar Drive	Overall aesthetic of El Mar drive (lights/ drainage/	Emergency Services buildings	
Commercial duplicate signage	Unnecessary roadway signage and private stop signs	Ugly Ava roadway divider at commercial	Planting of more palm trees on Commercial Blvd and anywhere else
Environment, over development	Traffic conditions	Safety	Short term rentals, in residential family neighborhoods, improved staffing for overseeing rental housing, rental housing leasing, and code infractions on numbers of people staying in rental homes.
Supporting diversity of businesses without creating congestion/ security problems for residents/tourists	More activity-based businesses or town-led programming (like pop-up mini golf, concerts or talks, community garden) esp. for kids/tweens/ teens who can't go to bars.	Safety/cleanliness of public spaces including beaches	I know it's not town-owned but the pier is now an eyesore, safety issue; I don't miss the noise or the dangerous fishing lines of the fishermen but it would be great if the town could somehow support a solution to make the pier usable again.
AirBnB's. Too many, too noisy	Traffic and pedestrian congestion at A1A and Commercial Blvd	Declining neighborhood feel of city	
Limiting density, zoning changes	Safety for pedestrians	Clean Beach	Replace the pier
There should be no smoking in community areas as well as in multi rental units here in Lauderdale by the Sea.	Illegal marijuana smoking should be enforced.	Our beach area should enforce our no smoking, and no dogs.	
Clean safe beaches	Clean safe restaurants and bars	Clean safe public recreation and facilities	Have height restrictions on beach properties. Limit density of building.

Safety	Lights	Power lines/ I tenet	Very upsetting to hear about car stolen while woman retrieving mail in the middle of day. Concerning that BSO cannot chase a criminal down !!! He is this not a concern, letting these criminals get away.
Beach cleanliness	Police presence - patrol	Height restrictions-small town feel	No debt- balanced budget
Small town feel	Safe small town feel	Eco-conscious small and safe small town feel	
Maintaining "small town" feeling	Greenery and parks	Walkable town	Sometimes just leaving the areas the way they are — ie, El Mar Drive and Park, are what makes LBTS unique
Building codes to remain stable: 3 over 1, no high rise	Desire to have El Mar Dr converted to a walker-friendly street, with dedicated one lane set aside for pedestrian/bike us exclusively.	Stop Aruba & others from encroaching on our public spaces.	
Traffic on north Seagrape Drive	Better flow control, widen intersection at A1A and Commercial	Put up signs on north Seagrape, no thru trucks. We have 18 wheelers coming down our street daily along with Publix suppliers such as Cape Cod Chips, Cheney brothers	
Maintaining the beach village atmosphere	Burying power lines	Traffic control on Commercial Blvd	
Maintain small town atmosphere	Promote businesses that cater to residents	Provide services that support medical well-being and good health (EMTs, services for elderly and disabled, etc.)	
Maintain height restriction.	Safety for residents and visitors	Build on our Town brand - Relax You're Here (I also like "small is big to us").	
No high-rise buildings.	Low crime.	Small town atmosphere.	No mega building like Pompano Beach.

This survey is ridiculous. It asks no questions nor raises any issues. How on earth can we guess what "issues" is the town looking for. Be specific.	Less traffic, fewer bridge openings.	Traffic.	
Underground utility lines.	Having a town fire dept.	Control of air B&Bs	Safety in area, parking downtown, support of small businesses.
reduce homeless on beach.	control youth parties on the beach at night.	reduce homeless in town and on the beach.	Safety and keeping the family friendly feel in the town. Kids/ gangs have been terrorizing nearby beaches and will occasionally spill into LBTS. we cannot let this become permanent. Our police do a great job but we need vigilance at night.
Illegal aliens/Safety/ police protection.	Control less building of condos.	Clean beaches.	
When it comes to upgrading neighborhood streets, the Town does not seem to know that Poinciana St. exists. It is long overdue for improving drainage, replacing sidewalks, etc. For whatever reason, it has been lost in the shuffle.	Additional "Residents Only" parking spaces closer to downtown.		

Pier/town square - community vision.	Beach.	Traffic.	The pier is an eyesore and embarrassment to LBTS. It time the town steps in and revitalizes the pier, beach and town square. As a full time resident of LBTS I would like to see Aruba's moved out of the square area. Let them use their parking area for additional seating. The beach chair vendor should not set up chairs and umbrellas limiting access to prime beach area to those paying. LBTS is always neat and clean the staff does a great job!
Safety.	Small Town feel.	Staying current infrastructure and technology.	supporting small businesses, fiscal responsibility.
Lifeguards.	Code enforcement.	Fire and Rescue Department.	SWOT analysis - most people will not understand this.. should have kept is simple and had an organized layout for residents to complete.
Maintain low-rise character of the town.	More shade trees	Promote small businesses other than bars & restaurants.	Cleanliness, safety.
Presentation on digital devices and related apps.	Select Foreign languages: Italian, Spanish & French	Invite Speakers on Financial, Engineering, Science, Foreign Affairs, etc.	Sea Shorts Plays
Travel	Family	Work Success	I like challenging situations, be positive in life, moving forward and find the right tools to get successful in life including family.

Residents' Narrative on SWOT Analysis			
Strengths	Weaknesses	Opportunities	Threats
Walkable town. Unique beachfront appeal. Jarvis hall community classes.	Beach patrols - enforcement of no holes/ no dogs/ no alcohol. Business concerns take precedence over residents. Traffic, congestion, parking.	To maintain a small town Florida vibe. Increase art & cultural events. Increase variety of classes available at Jarvis hall.	Overdevelopment. Overdevelopment. Increased taxation for projects that enhance business opportunities with no concern for residents.
free events. ample parking. Relaxing.	transportation for foreigners. public restrooms - signage.	NA	pollution
Unique feel. Location. People.	NA	Continue refreshing infrastructure.	Crime. Population explosion.
Low crime rate. Small quaint beachside town-need to keep it that way. Wonderful businesses, clubs, groups and activities to engage neighbors with-tennis, garden club, Women's club, community center.	Lack of Town transparency with residents. Too much advertising to unknown populations/ groups that are not LBTS. Too much taxpayer funding spent on outside groups/special events that do not benefit businesses or residents outside of Season.	Improve communication with residents using other tools besides commission meetings. Improve Jarvis Hall to accommodate the needs of the community center and create a home for a new volunteer fire department. Create a business fund to help support the entire business district growth/attracting new businesses.	Pompano and Fort Lauderdale's investment in small community areas- LBTS needs to step up its game update our parks, beach pavilions and programs for our businesses/hotels and restaurants. Lack of future planning for public safety, competing with neighboring communities and meeting the safety and recreation needs of tax payers. Lack of cost containment-spending too much on luxury item not necessary -i.e. leased vehicles for a 2 mile long town.
small town vibe	not appropriate mix of business in walkable locations	address weakness 1 by reconfiguring location/mix of businesses along Commercial and A1A	a substantial change to building height restrictions
Charm of small town attracts tourists and locals	Tourists	Use nuisance law to fix pier. Condemn & improve.	Economic limitations
Entertainment, Restaurants, No More than 4 Stories	The Pier, Palm Ave Beach Area, Old Holiday Inn Vacant Lot	Fixing the Pier, Monitor Palm Ave at Night, Speeding on N Ocean Dr	Safety and Security, Losing Local Charm

Beach, Ability of the town to maintain a clean modern tropical look	Ability to accommodate to many people and lack of hotel rooms	Willingness or town to take advice and improve the town	Scarcity of land
Town's charm, Good mix of town businesses,	Length of time to make key decisions, Unwillingness to overrule the residents who want to keep LBTS in the 1950's	Measured growth	Can be too risk averse
Location (beach). Unfortunately location is the only strength right now	Many areas are old and new redevelopment. Playground, pier	Increase height limit to get nicer properties like Ritz and Waldorf in Pompano. Encourage higher-end development	Pompano CRA area is way ahead of LBTS. We look old and dated. Too many drug addicts and treatment centers/houses. Lack of police enforcing traffic rules especially around Commercial/ A1A and Publix.
Businesses	Beach Seaweed	Improve parking	Climate change
Location of town, Size of town and quaintness downtown area, 4 story height restriction	Potential for flash flooding on El mar.	Clean up the pier. More outdoor music events for town residents	Over building / over crowding. Spring breakers head to our town
Town Friendliness	Parking	Use money more wisely	Crime
Cleanliness	Crosswalk lights	An iguana-free town	Iguanas
Town management	Lack of parking	More resident involvement	Too many short term rentals
Public Safety	Air BnB	Buy the pier	Air BnB
NA	NA	NA	NA
Excited that it's happening	Taking too long	Excited that it's happening	Taking too long
Strategy	Communications	Community	Planning
NA	NA	NA	NA
Don't have one	Not ticketing traffic violators running red lights	Don't have one	Don't have one
Environment	Traffic	Safety	Short term Rentals

Affordable restaurant/ bar scene. People are friendly (store owners, bartenders, servers)	Lack of entertainment/ nightlife options for non-drinkers	Walkable and safe to get to most/all businesses in LBTS	Nearby areas like Pompano offering more diverse options. Homeless and/or rude kids on bikes sometimes seem to go unnoticed by police presence
I see no strength in having vacation rentals in our neighborhoods. Make that intersection safer and easier to traverse. Make it seem like a hometown again.	Too easy for AirBnB's to by pass rules. Pedestrians, Cyclists and drivers do not follow signs. Complacency.	Have a Resident Council on vacation rental issues. Make the intersection run smoothly. More town activities.	Degrading the quality of our neighborhoods. Safety. Vacation rentals.
Small town keeping it that way. Easy walking through town. Beautiful beach.	Taxes, Traffic, Cleaning the trash seaweed	More parks, park improvements. Patrol speed. More trash cans.	High rises on the beach. Sidewalk repair. Trash on beach becoming hazardous.
Safe, quiet, and appealing environment with wonderful police and first responders! Street lights. Neighborhood news readily available.	Loud enhanced car/ truck mufflers in our neighborhood. Some areas could use additional Street lighting.	Extend the sidewalk by our community church. Add additional street lamp poles.	Homeless people. Theft.
Beaches.	Pier. Parking. Pier	Pier, Pier, Pier	Crime on streets.
Small town. Knowledgeable and responsible commission. Circuit and bike paths -green.	Two waste water organizations. Broken down pier. Parking.	Amalgamate sea ranch. Volunteer fire fighters and patrols. Sea watch heritage building.	Flooding of underground garages due to city capping off sewers. Homelessness. No consistency with fire department and codes (Pompano/ LBTS/Ft. Lauderdale).
Supportive neighbors. Our natural environment	Too much emphasis on tourism and over building. Abusing our natural environment.	Limit huge building projects to none. Eliminate over construction as we see currently in large and moderate residential and commercial property.	Too much building and focus on overloading our infrastructure. Over construction of residential and commercial properties.

Quaintness. Our Community Center. Trees and greenery.	Losing older, one-story homes to new, lot edge to lot-edge construction. Developers and developer-politicians. Development and change instead of looking at what we now have as assets.	Take a breath of fresh air as you walk thru town. Speak Out and complete surveys. Laws protecting green spaces — small parks instead of more parking lots.	Losing small-town nicety. Citizens not being heard. Over development and always plans to “fix things that are not broken.”
Current building code. Pet friendly town. Restaurants open early.	Hotel for sale. People let dogs encroach onto sidewalk. Too loud music too early.	Fear of replacement by big building. Signs requesting such. No music til after 10.	Won't blend with landscape. Trip hazard. Traffic at rush hour & ample parking.
Don't know what you are asking?	?	?	?
Boutique hotels and locally owned restaurants and businesses	Traffic flow on Commercial Blvd heading East	Rebuilding the pier to be used for more than fishing	High rise developers
Prohibiting high-rise buildings. Cleanliness. Police presence.	Lack of street lighting at night. Lack of shade trees. Need additional public bathrooms.	More community participation. More emphasis on local community. Limit loud bars.	Even more loud bars. Too many vacation rentals. Loss of small non-bar businesses.
Strong brand recognition. Great events throughout the year. Very clean and safe (for the most part).	Traffic and speeding. Teenage/Youth bike riders in square. Lit crosswalks.	Entry Portal on Commercial after bridge. Less expensive parking. Resident ambassadors to increase involvement.	Increased crime. Zoning violations. Apathy.
Small town feel. Older style smaller buildings. Landscaping.	Traffic. Crime. Parking.	Traffic. Increase patrols. Circuit.	Overcrowding. Crime. The Pier.
Small town.	Too Many Tourists	4541 BOUGAINVILLE DR (x3).	Too many rental properties.

Irish is small easy to manage and make changes as necessary. We had a volunteer dept. before- do it again! We have a good ordinance in place now.	I keep hearing it is all up to FPL; not enough fight for this by Town. Reliance on a contract and taking legal action. We don't want a battle we want a resolution. We are ignoring the reasons Pompano doesn't want to renew. Owners are not following the current ordinance.	If it's about money- let's find a way. Get the ball rolling already and get consent from communities already. Find out the cost and let's take action. Finding out why Pompano doesn't want to renew and acting to resolve or compromise on the issue. We can act now instead waiting b/c we're saying we have a contract. Let's be proactive not reactive. Enforce the current ordinance of one week rental minimum. Find a way to monitor the rentals better.	Fires on properties from down lines; loss power for longer than necessary; unsightly. No, or reduced capacity, fire department. Welfare and safety of the town. Safety of the community. Community becoming transient.
Family friendly. Safety. Restaurants.	Homeless. unruly teens. Traffic.	More restaurants. more boutiques. walker friendly.	vandalism at night on beach from teens. homeless people on beach. monitoring spring break crowds.
Great leadership. Well run Beautiful town with pleasant residents.	Power outages fairly often. Pier has not been repaired.	For small businesses.	Illegal aliens and other criminals near by.
Poinciana St.			
Clean safe town.	Business owner over taking town property.	Take ownership of pier.	Injury from pier falling during storm or sea surge.
Small town feel. Safety. small businesses.	increasing costs. State regulations.	expand unique downtown to area west of A!A. Power lines underground. resident engagement.	state regulations. Weather. increasing costs.

Lower cost due to no paid lifeguards. Protects and preserves the beach cleanliness and safety. Fast Response times, control and autonomy, safety is a priority.	lack of immediate emergency response, lack of rules Enforcement. Inconsistent enforcement, requires personnel to patrol the Beach. Transparency as to why the contract was cancelled, start up costs for town owned, increase in taxpayer dollars.	Mobile apps or SMS alerts, funding through grants? Improve signage, have the beach patrolled between 7am and 8a.m. which is when most people bring their dogs onto the beach, and communication, fines for violators. State or federal grants, include beach patrol, use of technology and data to assist in staffing and planning, bring back volunteer fire and rescue.	Negative media, liability risk, lack. negative public perception, noncompliance. Public criticism, political conflicts, budget costs.
Safety, cleanliness, charm.	Lack of affordable housing (too many ABNB's?). Too much of a loud bar scene. More public toilet facilities at beach access portals.		
Town Staff Narrative on Priorities			
Priority 1	Priority 2	Priority 3	Priority 4
Maintaining the unique character of the Town	Providing exceptional services to the residents and business	Continue to invest in infrastructure upgrades (Facilities, Sewer, roadways, and parks)	
Knowledgeable staff.	Respect for management.	Positive communication.	Budgeting and financial planning.
Fiscal responsibility and transparency	Building a Public Safety Facility	Budget & Financial Planning	Community Engagement, Decision -Making Process
Staff working together as a team	Respect for staff	Continued education for all staff	
Maintaining the character of the Town through preservation of its Mid-Century Modern Architectural Standards	The provision of exemplary customer service in the Development Services Department	To continue to find ways to increase public access to Development Services Information through technological improvements.	

Foster good relationships internally (staff) and externally (residents, businesses).	An environment that encourages empowerment and not fear of beratement.	Clear communication/ Transparency	
Town Staff Narrative on SWOT Analysis			
Strengths	Weaknesses	Opportunities	Threats
Strong Community Character. Exceptional Staff. High Quality of Life	NA	Continue to promote the “brand”. Increase resident participation further. Expand events for our residents	Erosion of Home Rule. Sea Level Rise. Inflation/cost escalation
Financial Stability. Location & Tourism. Experienced Staff & Leadership.	Limited Revenue Sources. Aging Infrastructure. Budget Constraints.	Economic Development Grants. Technology & Modernization	Natural Disasters. Rising Costs. Economic Downturns
Town is unique. Relax you here. Beach location/ tourist destination. Economic growth proactive gv't & residents	Impact on services by reducing millage rate. Vulnerability by being close to ocean. Lack of Public safety Bldg. Also dealing with complaints	Engage residents / get their opinion on town matter. Use town charm/beauty to attract more tourists. strong property values	Fiscal challenges/ budget constraint. Decision-Making regulations. Roll-back rate impact on level of services/ economic downturn.
Teamwork. Collaboration. Pride in careers.	Getting information out sooner. Internal communication. Information sharing.	Resident participation. Regulate social media. Team building.	Misinformation by public. Social media. Resident negativity.
1- Established Mid Century Standards for commercial and multifamily properties. Personable staff that is knowledgeable. Recent increased move toward online access and digitizing records	No Standards or incentives for single family homes. Multiple operating systems without integration. Systems don't often talk to each other.	Code and Comprehensive Plan Updates. Obtain a single DSD system. Continue to strive to utilize systems with the ability to Integrate.	State preemptions. Budget constraints of obtaining a proprietary system. Technology can be expensive.
Small coastal community.	Small community.	Build relationships.	Getting in the weeds sometimes.
Specific Narratives on Participant Defined Issues. Unedited (except spelling/format) Commentary on Community Perceptions are added on a new sheet single column answers.			

The following pages contain open commentary narrative by all groups submitted:

Open Commentary as submitted / Community Perceptions (All Groups)

Thank you for stopping by the Hotel Assn. meeting Thursday. My sense is that LBTS is primarily built on the basic idea of 'tourism' and the Hotel Owners and Restaurant Establishments, as well as the businesses that support, are a huge constituent as such. While I understand that the 5 town commissioners represent the 7K or so residents, for them not to strongly listen and factor in the 'tourism' view would seem short sighted and problematic. That being said, I also would strongly suggest that every LBTS "Event" should be measured and monitored via post event surveys...be it the Farmer's Market, Seasonal Friday Band, Taste of LBTS, etc. One survey should be the venders and the other for participants.... We should be working, measuring and monitoring facts, not a commissioner or staffer's opinion (about an event). Success factors should be created in advance and if event doesn't measure up to said factors, then we change or enhance, OR no longer invest in said event or events. As a 37 year leader within the Marriott Hotel Company, my team opened 150+ hotels per year as well as ran 40 conferences and meetings for owners and franchisees (anywhere from 30-700 people)...and after EVERY opening or meeting franchisees (anywhere from 30-700 people)...and after EVERY opening or meeting we surveyed our owners or participants for preset success factors. These then were used to enhance our processes as a tool of continuous improvement. I attended the Palm Beach Boat Show about 10 days ago and received their survey (see below and press "click here") about 3 days later. As an example, the Seasonal Friday Band Program 'seems' like a winner. I would bet most people would agree, though I would want to query the dozen or so restaurants and businesses to ascertain how their revenues on the "Band" Friday nights compare to the "Non-Band" Friday nights, as well as a guest or participate survey of folks that attend. Do they love or are only so-so.... Are these Band Evenings worth the \$8K per event. As a third party observer and consultant, I would argue that if the restaurants aren't pleased (financially) and the participates aren't happy, then why would the commissioners pay...? Let's deal with FACTS, not opinions. [As a side note, I always wondered why the Band Nights were always Friday nights vs another night (like Sunday or Monday) that aren't so busy and make an attempt to boost them up?] I am hopeful this made some sense and might have provided some value...? And, if interested, I'd be happy to sit and help establish norms associated with measuring success. PS I am a 8 year member of the LBTS Chamber of Commerce and attend many LBTS Hotel Assn. Meetings. I am invested in the community and want the long term strategy of LBTS to be future oriented based on input from many many constituents.

1-- It seems that there are many overlapping or conflicting 'stakeholders' with some not well represented. There are the 6500 or so residents, a huge number of snowbird tenants (not represented in voting block), owners of 100 or so little 'motel/hotels', a likewise number of restaurants/bars and then the many various businesses that comprise LBTS... on the outside it feels like a tourist area, though when I look at the way the town runs, I don't see that emphasis or focus. (see below)

2-- I have been somewhat surprised that we don't have GREAT data on our LBTS visitors. I am not 100% sure they look just like the rest of Ft Lauderdale or Broward County.... Especially in-season, shoulder seasons and off season. Again I hear people make big sweeping generalizations that in the summer we are a "family" destination... okay, families with 3 & 5 year olds or 12 and 15 year olds...a HUGE difference. We could and would then position or market ourselves accordingly.

3-- My question is WHY DO PEOPLE COME HERE THE FIRST TIME...? That is the \$64,000 question. I "believe" they "come back" (to rent a motel room or buy a condo) because it is so friendly and fun...though again, I'd love the information or data to prove it vs just my guess--- I then would have more specificity for my marketing campaigns.

4-- I have more but....

Moving forward in life, love life

I have been running one of the largest hotels in town, Shore Haven, for 25+ years. I have seen changes to Fort Lauderdale Beach and Miami's South Beach, and Hollywood. It used to be that we could say that we are different, that we have a small town charm and that gave us advantage over other less commercialized destinations like Pompano Beach, Dania Beach, Hollywood. We did not have to compete with the "big boys" like Fort Lauderdale and Miami Beach. However, with the post covid influx of formerly out of state residents and Florida's reputation for ease of doing business it seems that South Florida has blossomed recently, and unfortunately LBTS is an exception. Pompano Beach used to be a joke compared to us. Tables have turned. We have a broken pier. I get it. Naples pier is also broken. We have empty lots, like the lots where Holiday Inn and Villa Caprice and Little Inn used to be. I am wondering what will happen to Walgreens next. A fellow business owner commented to me that you that best use of land in LBTS nowadays is a parking lot. I suspect that we have many rehab/half way houses in town. I do not think that having even more parking for out of town visitors is a solution. I understand that a change would benefit me. OK. But I do not see a reason for having a height limit west of A1A. It does not have to be "no limit" but 3 stories seems too low to do anything. It is possible that some residents of Silver Shores will object to "condos" between them and the ocean. It does not have to be 25 story condos. Well I live in Terra Mar and I am looking out my window at a new 25 story Ritz Carlton that is currently under construction. It is not a bad view from my kitchen. I do not think that my house will go down in value because of that. So I feel that the town is being left behind by our neighbors despite existing Florida boom. It may be time to revisit height lim-spite existing Florida boom. It may be time to revisit height limits west of A1A in old town

Would be nice for the city to be known for something.... Maybe just small town feel and many restaurants.

The town should participate in providing weekend entertainment especially during the high season when our population swells.

Look for opportunities to preserve land for additional parks & recreation.

Still difficult for non U.S. guests to get around when they do not have their own car so the "no car needed" motto is a bit untrue, as many guests are elderly, have mobility issues, and the vast majority have non U.S. phones that prevent them from using the Circuit.

The Town has plenty of funding but gives away too much on programs that do not support taxpaying residents and too much of luxury items, i.e. leased cars, fancy uniforms. In addition, there is a parking fund. These funds get generated by people visiting our beaches and businesses. These funds should be designated to help support the businesses and keep up and beautify beach portals. Town should recognize the businesses as partners not funders for events and activities. Elected officials must remember that plans and ideas should reflect residents and taxpayer needs and input first.

Do you have any data going back over time that would give us/you some insight into the current make up of the town (residents and businesses). Make up of short term tourists, seasonal, and full time? Demographic data? Has it changed? Any trends? Make up of business over time - hotel rooms, restaurants, boutique. Other commercial businesses like professional offices, health, etc.

Has that changed? Any trends? Any patterns between business make up and people visiting/residing? Do you have a goal - I.e. are you looking for growth in short term visitors or not? Or a different mix? Has housing mix changed? SFH vs multi vs str vs seasonal vs hotel? Walkability is I think important. Has there been a shift away from driving, parking, etc. Is that borne out by the data? If so, how do you improve it outside of the square? A1A and Commercial is a bad intersection. Daunting to pedestrians. Can that be improved? Can you expand the pavers N, S, and W? Move gas station? Change mix of businesses to have walkable destinations closer to hub and commercial, and move non walkable type of business elsewhere (with better parking)? type of business elsewhere (with better parking)? Intracoastal waterway could/should be an attractive destination. Could draw people to walk West. Provide incentives to upgrade/update the buildings along water? Restaurants bars but maybe also fishing, fish feeders, bigger better water taxi (get Ft L and Pompano to have stop there not just Pompano), paddle boarding, kayak, hotel? other ideas? I bought a place here and plan to move essentially full time in 2027. I have been coming here since I was a child. So I'm looking for this town to continue to be a draw for tourists, but also, to keep the "small town" vibe and keep the full or seasonal residents happy. It's a balance. I don't want to see it become an- other strictly tourist destination. There needs to be a mix and it should be balanced. I also note that in the last 40+ years, it has grown and also the way we use the town has changed. Gone are the days of driving everywhere, all the time, parking out front, etc. People today want safe walkable towns to live in. We don't want to have to drive everywhere and the mix of businesses should reflect that. I like having a hardware store nearby, but that could be a block or two further away from the square either West, North or South. Still easily walkable but it's not really necessary for it to be right on Commercial. Same goes for a gas station at A1A and Commercial. Seems like a waste of prime real estate and just makes that intersection less desirable. The businesses in the area grew up in a different world - where everyone drove and parked in front of the store- front. And there was enough room for that back then. Not any longer. If there is a way to encourage or incentivize businesses to relocate in an effort to maximize walkability and push it further North, South and West from the A1A and El Mar intersection, I think that would be a huge benefit for all local businesses and residents and guests visiting for vacation/short term.

Lauderdale-by-the-Sea is a beautiful Town; Police presence/patrols are crucial due to some of the unwelcome intentions by some visitors.

I would love to see upscale developments like Ritz Carlton, Waldorf Astoria and W in Pompano Beach CRA area. Not only these properties would generate significant tax revenue for town's budget which could be used to make so many improvements for all town residents to enjoy. They would also bring the entire town to the new level. Residencies like these usually have top of the line amenities such as SPAs, restaurants and lounges which are open to non residents. We would have nicer cars driving and fewer homeless and drug addicts. Why is our town is so against development? Right now town looks old and dated (even the playground project of which I'm a member of the committee is going nowhere for at least 3 years now). With carefully selected projects like upscale residencies our town can start competing with Pompano and Ft. Lauderdale. Right now Pompano Beach CRA is so much superior its embarrassing.

Is the grant money that seemed to be available for the El Mar renovation still available? If so, should we take another stab at a plan all residents can agree on to better prepare for flash flooding / drainage and clean up the aging landscaping?

Totally understand that tourists bring money to our businesses but there should be some effort to make residents feel valued by the town too.

Adding a little crosswalk on Washingtonia and A1A would be great

Keep up the good work. I like how you put out a straw poll about the lifeguard issue... and you listened to the residents and not pressure from outside influences.

We have visited LBTS each of the past 20 years for two months in winter. Great community, but am getting concerned of possible increase in crime as we are seeing in Pompano.
Survey is not clear as to what kind of answers you are looking for regarding Strength, weakness etc
The pier need to be replaced.
Smoke-Free, Florida!
There has to be a sense in our security living in a community and know we can rely on the police to chase and capture criminals. They just will come back and hit our neighborhood again and again. Where is the sense of safety?
I love my town. Please take a step back and see where the changes of the last five years or so have brought us. More traffic, dirtier streets, less feeling of community. LBTS does not have the physical area needed to push, push and push for more growth. Sometimes things are fine just the way they are or just the way they were!
Restaurants should not be allowed to play music until 10. Too loud & noisy for walkers who enjoy the sound of the surf! Also, people must keep their dogs off the paths of the sidewalks so we don't have to step around them! Otherwise, love the improvements with walking sidewalks & landscaping. Town crews keep it pristine!
LBTS is a precious gem - an authentic Florida beach town sandwiched between two growing cities that remind us why smaller is better. Let's keep it that way!
Darn, I would have loved to attend and present my idea of a doggy beach/swim day at El Prado! this would be since we do not have a dog park like Pompano Beach in LBTS or a dog beach like Fort Lauderdale. My idea was to then encourage families to take their pooches and dine outside at the restaurants on Commercial Blvd.after. Unfortunately, I will be out of the county tomorrow until late evening. If you are accepting written submissions, please consider this email as such. Thanks so much! I love living in LBTS!!
Would be nice to create a "gateway" into the Town. When you cross the Commercial bridge, would love to see an archway over the street that says "Relax You're Here" and the pelican.
The pier is bad for image.
The town doesn't seem to do a good job promoting small business especially to residents. Why not have a coupon book mailed to each resident or available for residents to pick up at town hall? Why not spot lights a small business with each issue of Town Topics emailed to residents? Do we want large chain businesses in our town? If not, do we have an ordinance to prevent it to maintain the small town feeling we all live?
We are residents that live on the beach. LBTS is a target for mass groups of teens who mobilize quickly. they are destructive and sometimes dangerous. a curfew on the beach would be helpful so our officers can have law to throw them off. We have seen fight clubs, mobs (kids from lauderhill) and more. if they think our beach is a soft target they will come. these groups are now harassing pompano beach at night. please keep a monitor on this. burgerfi is their staring spot.

The town of LBTS is quaint, clean, safe and welcoming. Let make the town square what it was intended for. The use of half of the square by Aruba's is not acceptable. This should only be used for town events and seating. As for the beach area it is great to offer the chairs and umbrellas, the vendor spreads out over taking the easy access and prime spots. Its pretty sad to see long time elderly residents have to walk a longer distance because he has the prime spots. Move him away from the direct beach access and move him north. Abruba uses the beach area and sidewalk for seating. That should be the limit or use the parking lot.
Dumb down the survey next time. As stated previously, SWOT Analysis can be a deterrent for those unfamiliar with the tool. Maybe categorize and list items next time.
Many attendees of classroom presentations complained about room temperature (74°F). If feasible should be raised to 76° F.
Achieve big career goal (Doctor's degree). Travel Internationally. Create my own business (boutique- store- clothing).
Balance between tourism and resident interests. Additional revenue sources. Prioritization on infrastructure. Financial reserves and long term planning should be a priority/ forward-thinking decisions.
Strongly advocate for building a public safety building. It will only enhance the safety and well-being of the residents of LBTS. Also adapt to the modern and efficient workplace. It's good for the Town's commitment to continue to maintain a healthy fund balance to respond to unexpected challenges.

This section completes tables of submittals by participating residents, businesses and staff compiled for "raw" input about what's on people's minds. In addition the Town's minutes, video recordings of meetings and powerpoint presentations made at public meetings and workshops add to the total narrative of the discussions for priorities, goals and parameters/ and limitations going forward to releasing a new strategic plan.



Agenda Item No: 7.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Chris Sutter, Captain, Broward Sheriff's Office

Submitting Department: Administration

Item Type: Public Safety Discussion

Agenda Section: PUBLIC SAFETY DISCUSSION

Subject Title: BSO October 2025 Public Safety Report

Explanation: BSO October 2025 Public Safety Report prepared by Captain Chris Sutter.

Recommendation: Accept/Approve

Exhibits:

1. TM Report-October 2025



Sheriff Gregory Tony, Ph.D.

Date: November 6, 2025

To: Ken Rubach
Town Manager

From: Captain Christopher Sutter
Commander, Lauderdale by the Sea District

Subject: BSO Public Safety Report- October 2025

PERSONNEL CHANGES:

Sergeant Luis Rivera, CCN 12590, retired from the Broward Sheriff's Office on October 17th, 2025. Sergeant Rivera served for over ten (10) years with the New York Police Department before serving twenty-two (22) years with the Broward Sheriff's Office.

Sergeant Gregory Murphy, CCN 8969, transferred to LBTS on October 18th, 2025, from the Fort Lauderdale Airport District. Sergeant Murphy began his career with the BSO in 1998, during which time he has worked as a road patrol deputy and a Field Training Deputy (FTD), a Crime Suppression Team (CST) detective, a District Criminal Investigations detective, a Violent Crimes Unit (VCU) detective, and, most recently, as the supervisor of the Criminal Investigations Unit for the Fort Lauderdale International Airport District.

EMPLOYEE OF THE MONTH:

Detective Benya Koos was selected as Deputy of the Month for October 2025 in recognition of his exemplary investigative work and dedication to duty while investigating two recent cases in Lauderdale by the Sea.

On September 18, 2025, an unknown suspect forced entry into Pedrito's Bike Shop, located at 238 Commercial Boulevard, Lauderdale-by-the-Sea, by smashing the front door window. The suspect stole approximately \$1,900 in cash from the register before fleeing prior to law enforcement's arrival.

Detective Koos was assigned the case and immediately began a thorough investigation to identify the suspect. Through diligent effort, he located surveillance footage capturing the burglary in progress. On October 6, 2025, Detective Koos collaborated with the BSO Public Information Office (PIO) to release the suspect's images and case details to the public in an effort to generate leads.

This proactive approach quickly yielded results. A public tip, combined with the surveillance evidence, led Detective Koos to identify the suspect as **Alex Peter Ivanovic (DOB 11/03/1960)**, a violent felon recently arrested and currently on probation. Detective Koos subsequently interviewed Ivanovic at the BSO Main Jail, during which the suspect made several admissions. He was later charged with Burglary of a Business, bringing the case to a successful conclusion.

On Sunday, October 26, 2025, an unknown female entered the Community Presbyterian Church, located at 4433 Bougainvillea Drive, and stole an iPad from the church's audio booth. The suspect was captured on both the church's internal CCTV system and the Town of Lauderdale-by-the-Sea surveillance cameras.

Several days later, on October 29, 2025, the same suspect was observed on the Town's surveillance cameras walking through Lauderdale-by-the-Sea toward the Publix Supermarket in Sea Ranch Lakes. While Detective Benya Koos was speaking with Publix staff, the suspect entered the store. Detective Koos immediately requested additional units and detained the suspect, later identified as **Tabitha Calise (DOB: 02/10/1989)**.

The stolen iPad was recovered from Calise's possession and subsequently returned to the Community Presbyterian Church. Calise was charged with petit theft and transported to the Main Jail.

Detective Koos's professionalism, investigative persistence, and effective use of media partnerships directly led to the identification and arrest of these two offenders. His actions exemplify the core values of the Broward Sheriff's Office and reflect great credit upon himself and the agency.

CITIZEN OBSERVER PATROL (COP) SPECIAL RECOGNITION

On October 17, 2025, at approximately 7:10 p.m., Citizen Observer Patrol members **Art Jackson** and **Lou Barbara** were patrolling along El Mar Drive when they observed a vehicle stopped on the side of the road. An elderly female passenger inside the vehicle appeared to be ill and was leaning out to vomit. As she did so, the female lost her balance, fell to the ground, struck her head on the sidewalk, and continued to vomit.

Recognizing the seriousness of the situation, COP Jackson immediately called 911 while COP Barbara remained on scene to monitor the female's condition and assist as needed. Pompano Beach Fire Rescue quickly responded and transported the female to the hospital for medical treatment.

Through their attentiveness, quick action, and concern for the well-being of others, COPs Jackson and Barbara demonstrated the core values of the Citizen Observer Patrol program and contributed to a potentially life-saving response.

COMMUNITY PROGRAMS AND SERVICES: These ancillary programs and services are available to residents on an ongoing basis.

- **Elder Links:** This program offers referral services to elderly residents and other senior citizens in need of medical and mental health care, meal delivery, or other social services.

- **Business and Residential Security Surveys:** The Business and Residential Security Survey program teaches participants to secure their business, home, or condominium to reduce the likelihood of burglary and theft. Security surveys, conducted by a certified law enforcement security specialist, are provided upon request, at no charge to the business owner or resident.
- **Vacation House Watch Program:** Residents who are traveling out of town may register for this program. Deputies will conduct periodic checks of their residence until their return.
- **Neighborhood Crime Prevention Program:** The Neighborhood Crime Prevention program liaison organizes and conducts crime prevention and security seminars at the request of neighborhood civic and condominium associations. We will also help facilitate any Neighborhood Crime Watch programs in which the residents wish to participate.
- **Identity Theft and Scam Prevention Program:** The Identity Theft and Scam Prevention program is designed to inform residents about identity theft and how to lessen their chances of becoming a victim of a scam. Residents are informed on the importance of shredding documents, awareness of suspicious individuals, protection of passwords, and use of caution in revealing information. Our Shred-A-Thon to reduce identity theft event is incorporated into this program.
- **Enhanced Marine Law Enforcement Patrol Program:** The BSO Marine Patrol Unit participates in the Enhanced Marine Law Enforcement Grant on behalf of Lauderdale-by-the-Sea. This grant enables additional maritime patrols throughout the Town's waterways and adjacent ocean areas.
- **Citizen Observer Patrol (COP) Program:** COP volunteers are local residents who receive public safety training. They are a tremendous asset to the Town of Lauderdale-by-the-Sea. COP members alternate between assisting with administrative duties and patrolling local neighborhoods as an extra pair of eyes and ears to supplement deputy sheriff patrols. COP members also attend monthly patrol briefings and receive criminal intelligence updates. A summary of COP statistical activity is included at the end of this report.
- **Sexual Offender Tracking Program:** There are **no** individuals legally classified as a sexual offender residing within Town limits. The sex offender database is routinely checked by BSO to ensure compliance with the State of Florida legal mandates. Existing municipal ordinances prohibit persons classified as sexual offenders or sexual predators from residing within Town limits.
- **Bicycle Patrol:** Deputies utilize specialized patrol bicycles to enhance public safety and community outreach. This mode of patrol allows the deputies to interact one-on-one with our residents and visitors. Deputies conducted 3 hours of bike patrol.
- **All-Terrain Vehicle Patrol:** The ATVs / Polaris are primarily utilized on the beach areas in order to conduct patrols to deter criminal activity and maintain the security of the beach-area properties. The ATV patrol plays a crucial role in regulating, enforcing, and protecting marine fisheries. Deputies used the ATV / Polaris for 131 miles and 18 hours this month.

- **Crisis Intervention Team / Homeless Outreach Team Programs:** The C.I.T. / H.O.T. program is comprised of specially trained patrol deputies and supervisors who are able to intervene in situations involving persons with mental illness or who are otherwise experiencing mental health crises or are homeless and in need of services. Two (2) individuals were experiencing a mental health crisis. One was transported to Imperial Point Hospital, and the other to Fort Lauderdale Behavioral Health. Six (6) individuals experiencing homelessness were contacted during this period. Five (5) refused services, while one (1) accepted clothing.
- **Automated License Plate Reader Camera System:** The ALPR system installation was completed in October 2014. The system is proving to be an effective tool for Public Safety. **See Notable Incidents/Arrests below.**
- **e-Alerts:** This information initiative allows Town residents to stay informed, via email or text messages, of important topics such as criminal activity, traffic information, upcoming events, security issues, and other important public safety information throughout Broward County and Lauderdale-by-the-Sea. Residents can register for this program through either the Lauderdale-by-the-Sea or the Broward Sheriff's Office internet website @ www.sheriff.org.
- **Electronic Message Board:** The BSO Lauderdale-by-the-Sea district continues to utilize the electronic traffic safety message board at various locations within the Town. This allows the district to alert residents about any traffic problems and other important public safety issues impacting them.
- **SaferWatch:** SaferWatch is an application (app) that gives citizens the power to record or report non-emergency incidents as they happen. It provides another option to the "If you see something, say something" message and allows individuals that "If you see something, SEND something" via a mobile application (app) from your smartphone.
- **TWITTER:** The Broward Sheriff's Office has provided an official Twitter account to Captain Sutter to provide information to the public via social media. Follow us @BSOLBTS.

SPECIAL EVENTS: These events required the participation of the BSO LBTS district.

On October 25, 2025, the Broward Sheriff's Office participated in the Town's annual *Boo by the Sea* event. The BSO tent was staffed by district personnel who distributed candy and promotional giveaways to children and adults. The BSO SWAT BEARCAT vehicle was also on display, allowing attendees to explore the truck and take photos.

Event security was provided by BSO and consisted of five (5) detail deputies, two (2) reserve deputies (provided free of charge), four (4) Citizen Observer Patrol members (provided free of charge), as well as Captain Christopher Sutter and Lieutenant Christopher Palamara. In addition, two (2) members of the Neighborhood Support Team (NST) attended, engaging with the community and assisting with the distribution of candy and giveaways.

NOTABLE INCIDENTS / ARRESTS:

CASE: 13-2510-000202 (Deputy Ramcharan)

DATE/TIME: 10/03/2025 1300-1700 hours

LOCATION: 4343 N Ocean Dr (Burger Fi)

VICTIM: B/M (08/21/1989)

SUSPECT: Unknown

INCIDENT: **Petit Theft (Bicycle)**

SUMMARY: Unknown suspect(s) removed the victim's dark gray beach cruiser, valued at \$50, from the rear of the BurgerFi restaurant. The bicycle was not locked, just parked behind the business. The victim did not know the make or model of the beach cruiser. The victim stated the bicycle had a lock secured around the top tube of the frame. The bicycle was equipped with front and rear mudguards, as well as a chain guard. BurgerFi has surveillance cameras, but no one at the business has access to review the footage.

CASE: 13-2510-000205 (Deputy Roach)

DATE/TIME: 10/03/2025 1858 hours

LOCATION: 220 Codrington Dr

OFFENDER: Malcolm Sawyer B/M (9/18/89)

VICTIM: W/F (2/10/92)

INCIDENT: **Assault/Stalking (Victim declined prosecution)**

SUMMARY: Deputy Roach responded to 220 Codrington Dr (Airbnb) on a recall of an earlier domestic disturbance call (case# 13-2510-000201). The Victim now reported receiving several telephone calls from her boyfriend, during which another male, Malcolm Sawyer, made verbal threats to harm her. A Not in Custody Probable Cause Affidavit was initially sent to the SAO, but the victim later declined to prosecute.

CASE: 13-2510-000445

DATE/TIME: 10/08/2025 @ 1212 hours

LOCATION: 1460 S. Ocean Blvd #402

VICTIM: W/M (2/15/53)

SUSPECT: Unknown

INCIDENT: **Fraud**

SUMMARY: Contact was made with the victim, who stated that he has paid approximately one hundred thousand dollars (\$100,000.00) over three years to unknown individuals through credit card payments. He doesn't remember if he initially contacted them or if they contacted him. He and his late spouse had purchased travel packages for fifteen years. He wanted to sell most of the excess travel packages, at which point these unknown people were supposed to buy them from him. The victim believed he was dealing with a legitimate company. They kept telling him that the payments he was making with his credit cards were for processing the sale of them, and that he would be reimbursed for all payments. The victim observed that the caller ID was displaying a company called Paymentus (800-420-1663), so he called the company. He was connected with Mr. Ron Burrows, the Head of Security. Mr. Burrows told him that it was not his company calling and that he was most likely being scammed.

CASE: 13-2510-000510 (Deputy Ramcharan)

DATE/TIME: 10/09/2025 @ 1309 hours

LOCATION: 5000 N Ocean Drive

ARRESTEE: José Andrés Bolaños Cepedes, WM (07/14/1992)

VEHICLE: Black Range Rover, FL Tag J444B

INCIDENT: **DUI (Arrest)**

SUMMARY: Dep Ramcharan observed a black Range Rover traveling northbound on A1A that was driving on its front left rim. A traffic stop was initiated at the above location, and the driver showed signs of being intoxicated. Deputy Ramcharan conducted a DUI investigation and developed probable cause to arrest the driver for DUI. The arrestee consented to a breath test, where he registered BACs of .278 & .275. The arrestee was then transported to the main jail.

CASE: 13-2510-000665 (Deputy Hopkins)

DATE/TIME: 10/12/2025 @ 0936 hours

LOCATION: 1443 S. Ocean Blvd (Surf Rider Hotel)

VICTIM: W/M (11/02/1982)

ARRESTEE: Amy Reese WF (6/11/82)

INCIDENT: **Domestic Battery (Arrest)**

SUMMARY: The victim claimed that he and his wife, Amy, are on vacation with their two kids. He advised that Amy had physically attacked him the previous night, 10/11/25, around 11:30 p.m., after becoming angry that he and the children had gone out to eat without her. According to the victim, Amy jumped on top of him in bed, grabbed his arm, and scratched him while yelling profanities. He said he used a taser from his back pocket to stop her attack after he warned her to stop, which left visible scratches on his arm. Nathan stated that similar incidents had occurred in South Carolina in the past, but law enforcement there took no action. Amy was arrested for domestic battery and transferred to the main jail.

CASE: 13-2510-000680 (Deputy Pitulan)

DATE/TIME: 10/12/2025 @ 1838 hours

LOCATION: 4144 El Mar Dr

VEHICLE: N/A

ARRESTEE: Dayana Fiera W/F 01/11/03

REPORTER: Patty Pagana W/F 11/20/73

INCIDENT: **Disorderly Intoxication (Arrest)**

SUMMARY: Upon arrival, deputies made contact with Dayana, who was being tended to by Pompano Beach Fire Rescue. Dayana appeared to be intoxicated; she had glassy, bloodshot eyes, and her speech was slurred. Dayana was uncooperative and refused to leave the area. Spoke with several witnesses on scene who advised they live in the building but have never seen Dayana. Dayana did not provide a name or an address and was creating a disturbance by yelling out "Miami" multiple times in a row, along with making obscene gestures. Dayana was placed into custody and was transported to the BSO Main Jail for booking.

CASE: 13-2510-000682 (Deputy Seedig / Deputy Barnett)

DATE/TIME: 10/12/2025 @ 1955 hours

LOCATION: 239 Basin Dr #1

VEHICLE: N/A

ARRESTEE: Penny L Pauletich W/F 12/22/91

REPORTER: W/F (11/03/97)

INCIDENT: **Domestic Disturbance (Verbal) / Assault on LEO / Resisting Arrest**

SUMMARY: The reporter called in reference to a domestic disturbance with her girlfriend/arrestee, who was visiting from Minnesota. Arrestee is currently transitioning to a male identity called Pen. The reporter advised that Pen came back to her residence intoxicated and argumentative, and she did not want him to stay at the residence any longer, so she called law enforcement. Deputies made contact with Pen, who had locked himself in the residence bathroom. Pen was uncooperative with deputies and refused to exit the bathroom, but eventually exited after several orders to leave the premises. Upon exiting the bathroom, Pen aggressively approached Deputy Seedig, getting directly in his face and yelling profanities at him, appearing to want to fight. Pen was quickly put on the ground and continued to resist arrest after several commands to place his hands behind his back. Pen was charged with Assault on a LEO and Resisting W/O.

CASE: 13-2510-001060 (Deputy Boyian)

DATE/TIME: 10/18/25 @ 02:43 hours

LOCATION: 1360 S Ocean Blvd

ARRESTEE: Robert Dukes (B/M 12/12/64)

VEHICLE: Blue Kia Niro (FL Tag AF04LF)

INCIDENT: **DUI (DUI Task Force Arrest)**

SUMMARY: Deputy Boyian stopped the vehicle for driving without taillights. Investigation indicated a possible DUI. The DUI Task Force was called, and Deputy Popick responded. His roadside investigation provided probable cause to arrest Robert Dukes for DUI. Deputy Roach then transported Dukes to the Main Jail.

CASE: 13-2510-001307 (Deputy Pitulan)

DATE/TIME: 10/21/25 @ 2012 hours

LOCATION: 0 Commercial Blvd

ARRESTEE: LUIS SAYBE W/M 05/26/76

VICTIM: W/F 06/24/98

INCIDENT: **Indecent Exposure (Arrest)**

SUMMARY: The reportee advised that she was on the beach with her 3-year-old son when the incident happened. The reportee advised that the arrestee fell in the sand a few feet from her and the child, then got up (exposing his penis) and started urinating. The reportee advised that several other people observed the incident. The reportee expressed her desire to prosecute. The arrestee appeared to be heavily intoxicated. Arrestee charged with Indecent Exposure and transported to the main jail.

CASE: 13-2510-001425 (Deputy Swadkins)

DATE/TIME: 10/23/2025 @ 1639 hours

LOCATION: 4344 N Ocean Drive

VICTIM: W/M (1/21/65)

INCIDENT: **Burglary Battery**

SUMMARY: Victim parked his vehicle in front of the tow-away zone sign at the above location and delivered groceries (Instacart) to the Even Keel restaurant. The victim came back to his vehicle, sat in the driver's seat, and was approached by an aggressive older W/M suspect wearing a Yankees cap who forcibly opened the driver's side door and punched the victim in the jaw. The suspect fled the scene northbound on A1A in his black truck (FL Tag IIFN36). Photos and a statement were taken from the victim on the scene.

CASE: 13-2510-001525 (Deputy Bickel)

DATE/TIME: 10/25/25 @ 1124 hours (delayed)

LOCATION: 1661 Bel Aire Ave

SUSPECT: Jamal Hewitt (B/M; DOB: 08/29/2001)

VICTIM: B/F (04/30/2001)

VEHICLE: N/A

INCIDENT: **Domestic Battery (Felony)**

SUMMARY: Deputies were dispatched to 1616 Bel Aire Ave, in reference to a Domestic Violence Call with reported injury. Initial investigation revealed that there is no existing address, and the actual address of the occurrence is 1661 Bel Aire Drive, an Airbnb. The front door was closed but unlocked. The residence was cleared for the safety of the occupants and due to the nature of the call. During the investigation, it was learned that the victim was located at Holy Cross Hospital. Deputy Bickel and Deputy Klier responded to the hospital to meet with the victim. The victim suffered serious, non-life-threatening injuries to her right eye and was being treated by medical staff upon the deputy's arrival. Sergeant Harris of BSO SVU was notified and sent CID-SVU Detective Fleming to follow up on the investigation. Lauderdale-By-The-Sea Command and Criminal Investigations were also notified.

Update: The suspect currently has an active arrest warrant for felony battery (domestic violence)

CASE: 13-2510-001597 (Deputy Seedig)

DATE/TIME: 10/27/25 @ 0200 hours

LOCATION: 1800 S OCEAN BLVD

VEHICLE: 2012 PORSCHE (FL TAG PNL3X)

ARRESTEE: NICHOLAS MARCIANO W/M 12/29/99

INCIDENT: **DUI (DUI Task Force Arrest)**

SUMMARY: The listed vehicle was stopped due to multiple traffic violations, including a dragging bumper on the vehicle. A BSO DUI unit responded and arrested the arrestee for DUI.

CASE: 13-2510-001577 (Dep Suarez)
DATE/TIME: 10/27/2025 @ 1300 hours
LOCATION: 4433 Bougainvilla Drive
VICTIM: Community Presbyterian Church
ARRESTEE: W/F Tabitha Calise (02/10/1989)
INCIDENT: **Delayed - Theft 10/26/2025 @ 1407 hours**
SUMMARY: An unknown adult female suspect walked into the church through the unlocked front door. The suspect utilized the restroom, looked around the church, grabbed an iPad, and then exited the church, depriving the property owner. The church doors were left unlocked, and no forced entry was gained. Suspect captured on CCTV and **Town surveillance cameras**.
Update: On 10/29/2025, Detective Benya Koos located the suspect, Tabitha Calise, at the Sea Ranch Lakes Publix. Calise was still in possession of the stolen IPAD, which was recovered and returned to the Community Presbyterian Church. Calise was arrested and charged with petit theft and transported to the main jail.

CASE: 13-2510-001848 (Deputy Boyian)
DATE/TIME: 10/31/25 @ 2226 hours
LOCATION: 4343 N Ocean Dr (Burger Fi)
ARRESTEE: Theophilus Davis (B/M 3/7/97)
VICTIM: B/M (1/2/1996)
VEHICLE: Black 2014 Mazda sedan (FL Tag 35FDPH)
INCIDENT: **Aggravated Assault with Firearm (Arrest)**
SUMMARY: Deputies responded to a call of a disturbance with a weapon at the Burger Fi. An investigation revealed that the victim, an employee of D&G Towing, placed a parking boot on Theophilus Davis' vehicle. Davis confronted the victim and pointed a handgun at him. Davis was not at the scene when deputies arrived but returned a short time later. Davis was detained at that time, but he did not have the handgun on his person. A search of the area was conducted, and the handgun was located in the dumpster area on the west side of the Walgreens (4319 N Ocean Dr). The handgun was collected as evidence. The victim provided a sworn statement and wishes to proceed with prosecution. Davis was charged with aggravated assault and taken to the Main Jail.

MONTHLY ARREST LOGS:

Misd/Fel	Charge	Street	Case #
Fel	Aggravated Stalking - DV	220 Codrington Dr	13-2510-000205
Misd	DUI	3900 N Ocean Dr	13-2510-000510
Misd	DV Battery	1443 S Ocean Dr	13-2510-000665
Misd	Disorderly Conduct	4144 El Mar Dr	13-2510-000680
Fel	Assault LEO	239 Basin Dr	13-2510-000682
Misd	DUI	1500 S Ocean Blvd	13-2510-001060
Misd	Indescent Exposure	1 Commercial Blvd	13-2510-001307
Fel	Burglary Battery	4344 N Ocean Dr	13-2510-001425
Misd	Petit Theft	4433 Bougainvilla Dr	13-2510-001577
Misd	DUI	1800 S Ocean Blvd	13-2510-001597
Fel	Aggravated Assault w/ Weapon	4343 N Ocean Dr	13-2510-001848
Fel	Burglary Business	238 Commercial Blvd	13-2509-001035

CRIME STATISTICS:

CRIME	CURRENT MONTH	PRIOR MONTH	2024 YTD	2025 YTD
AUTO THEFT	0	1	6	12
BURGLARY-BUSINESS	0	1	2	2
BURGLARY-CONVEYANCE	1	0	15	7
BURGLARY-RESIDENCE	0	1	2	5
BURGLARY-STRUCTURE	0	0	0	2
FORCIBLE SEX	0	0	1	2
ARSON	0	0	0	0
ASSAULT-AGGRAVATED	1	0	3	2
HOMICIDE	0	0	0	0
ROBBERY	0	1	2	3
THEFT-GRAND	0	0	16	7
THEFT-PETIT	2	0	41	24
TOTALS	4	4	88	66

CITIZEN OBSERVER PATROL STATISTICAL SUMMARY:

COP Activity	Total
Number of Volunteers	28
COP Hours Worked - Month	68
COP Patrol Miles - Month	307
COP Hours Worked - YTD	857
COP Patrol Miles - YTD	2794

COP Bike Patrol Hours - Month	7
COP Bike Patrol Hours - YTD	29

COP Beach Patrol Hours – Month	13
COP Beach Patrol Hours - YTD	107

RESERVE DEPUTY ASSISTANCE: Reserve Deputies are part-time, fully sworn deputies who provide supplemental staffing to LBTS, when available, at NO cost to the Town.

	Month	2025 YTD
Reserve Deputy - Days Worked	7	68
Reserve Deputy - Hours Worked	54	504.5

MONTHLY STAFFING AND STATISTICAL REPORT:

The October 2025 Monthly Staffing and Statistical Report is attached.

				
MONTHLY STAFFING AND STATISTICAL REPORT				
LAUDERDALE-BY-THE-SEA DISTRICT				
October 31, 2025				
CURRENT STAFFING ALLOCATIONS				
Position	Budgeted Positions	Actual Positions	Vacant Positions	
District Chief	1	1		
Executive Lieutenant	1	1		
Sergeant	4	4		
Deputy Sheriff	19	19		
Community Service Aide	1	1		
Administrative Specialist	1	1		
Clerical Specialist (P/T)	1	1		
TOTAL	28	28	0	
PERSONNEL ON LIGHT DUTY, PROMOTED, TRANSFERRED, ETC.				
Name	CCN	Status	Circumstances	
Sergeant Gregory Murphy	8969	Assigned to D13 (LBTS)	Transferred in from D3 (FLL)	
Sergeant Luis Rivera	12590	Retired	Retired from BSO on October 17, 2025	
DETACHED PERSONNEL / LOCATION				
Name	CCN	Detached to	Reason	Hours
Deputy Claudio Reis	16605	Oakland Park (D12)	Octoberfest	9.5
			TOTAL	9.5



Lauderdale by the Sea Monthly Activity October 2025

Reports/Calls	
Miscellaneous Service	
Event Reports	37
Accidents	6
Calls for Service	1,848

Traffic	
Types of Citation	
Non-Moving / Moving Citation	107
Parking	0
Warnings	166
DUI	3
Total Citations	276

Arrests	
Type of Arrest	
Felony	4
Misdemeanor	3
Warrant (Felony)	0
Warrant (Misd.)	0
DUI (Misdemeanor)	3
NIC (Felony)	0
NIC (Misdemeanor)	0
DV (Felony)	1
DV (Misd.)	1
Total Arrests	12

Time Worked	
Hours Worked	
Bike Patrol	0
Court Overtime	12
Training Hours	64
Detached	9.5
Other Overtime	241.5
Days Worked	31

General	
FI	11
Truant	0
Truant Debriefed	0
Elder Link	0

Narrative
ATV/UTV: 131 Miles / 18 Hours Reserve Deputies worked 7 shifts (54 hrs)



Agenda Item No: 7.b.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Christopher Sayer, Fire Inspector

Submitting Department: Administration

Item Type: Public Safety Discussion

Agenda Section: PUBLIC SAFETY DISCUSSION

Subject Title: PBFR September & October 2025 Public Safety Report

Explanation: PBFR September and October 2025 reports prepared by Fire Inspector Christopher Sayer.

Recommendation: Approve/Accept

Exhibits:

1. PBFR Sept 2025 Report for LBTS
2. PBFR Oct 2025 Report for LBTS



POMPANO BEACH
FIRE RESCUE
Bureau of Fire Prevention

100 West Atlantic
Boulevard Room 220
Pompano Beach, FL
33060 Office
954•786•4695
Fax 954•786•4328

TO: TOWN MANAGER

FROM: SAYER/GALLOWAY

SUBJECT: PBFR PUBLIC SAFETY REPORT – SEPTEMBER 2025

CC: PETE MCGINNIS

Below are the resident complaints for the month of September: 0

Below are the public education events that were held during the month of September:

- Community Event- 0

Plan Reviews and Fees:

Plans Examiner Zalewski reports the below statistical data for the month of September:

Type	Amount/Number
Plans Reviewed	4
Square Footage	4,358
Plan Review Revision Fee	\$0.00
Fire/Rescue Fee	\$0.00
Total Project Cost	\$79,258.75
PBFR Plan Review Fee	\$396.29
PBFR Tech Fee	\$7.93
New Constructions	3
Annual Inspections	15
Meetings	3

Plan Type	Plans Reviewed
12 - Assembly	1
24 - One- & Two-Family Dwelling	1
30 - Apartment	1
90 - Site Plan	1
Grand Total	4

Complaints & Notice of Violation:

Plans Examiner Sayer reports that Complaints for the month of May:

	Assigned	On Going	Completed
09/01/2025 through 09/30/25	0	0	0

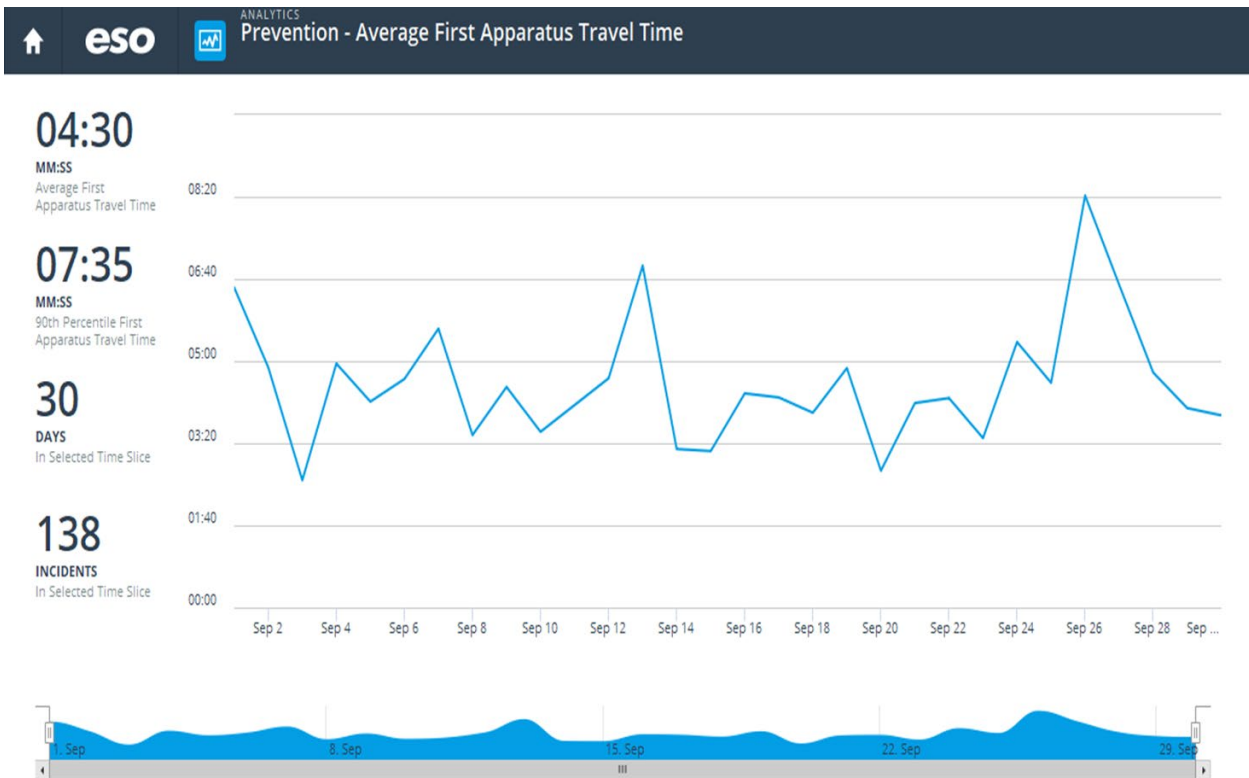
Below are the Fire Incidents for the Month of Sept 2025.

Part III- Breakdown of Fires (Incident Type 110-129)

Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
02 - Residential - Apartments	\$0.00	0	0	0
04 - Other Residential	\$0.00	0	0	0
06 - Public Assembly	\$200,000.00	0	0	0
09 - Stores and Offices	\$0.00	0	0	0
	Total Loss \$200,000.00	0	0	0

PBFR Operational Statistics:

There are 3 shifts that work from 7:30a-7:30a. We have a 24 hr shift schedule.



Counts														
Week Ending	9/7/25	9/14/25	9/21/25	9/28/25	10/5/25	10/12/25	10/19/25	10/26/25	11/2/25	11/9/25	11/16/25	11/23/25	11/30/25	Total
00:00 - 03:59	21	12	16	10	5									64
04:00 - 07:59	16	19	11	15	3									64
08:00 - 11:59	2	1	2	2										7
12:00 - 15:59	1			2										3
16:00 - 29:59														
30:00 - 1:29:59														
Total	40	32	29	29	8									138
Exceptions														19

Monthly Response Time Chart is an average of response times from time of dispatch to arrival on scene.

Dispatched	Incident Number	Station	Apparatus	Incident Type	Turn Out Time	Response Time	Total Call Time
09/01/2025 16:47:38	PB250019655	Station 12	BC24	(321) EMS call, excluding vehicle accident with injury	00:00:08	00:11:01	00:27:14
09/01/2025 16:47:38	PB250019655	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:47	00:01:50	00:27:14
09/01/2025 16:47:38	PB250019655	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:50	00:04:05	00:27:14
09/01/2025 18:09:40	PB250019658	Station 12	Q12	(554) Assist invalid	00:00:55	00:01:58	00:08:50
09/02/2025 03:52:40	PB250019682	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:09	00:06:54	00:26:39
09/02/2025 03:52:40	PB250019682	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:26	00:22:06	00:26:39
09/02/2025 03:52:40	PB250019682	Station 12	BC24	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:01:31
09/02/2025 08:32:47	PB250019694	Station 12	Q12	(554) Assist invalid	00:00:57	00:02:56	00:13:01
09/02/2025 08:56:23	PB250019697	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:03	00:07:41	00:42:58
09/02/2025 08:56:23	PB250019697	Station 12	E63	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:00:53
09/02/2025 09:01:26	PB250019698	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:00:42	00:02:55	00:13:32
09/02/2025 09:54:06	PB250019701	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:06	00:03:50	00:40:09
09/02/2025 22:06:38	PB250019741	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:33	00:04:58	00:30:22
09/03/2025 08:14:33	PB250019760	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:12	00:03:59	00:25:01
09/03/2025 15:20:06	PB250019795	Station 12	Q12	(743) Smoke detector activation, no fire - unintentional	00:02:03	00:03:08	00:14:51
09/03/2025 15:55:15	PB250019796	Station 12	BC24	(622) No incident found on arrival at dispatch address	00:01:07	00:00:38	00:10:41
09/03/2025 15:55:15	PB250019796	Station 12	R12	(622) No incident found on arrival at dispatch address	00:01:45	00:02:30	00:10:35
09/04/2025 08:07:31	PB250019835	Station 12	Q12	(550) Public service assistance, other	00:02:17	00:01:51	00:30:30

09/04/2025 08:48:07	PB250019839	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:03:52	00:10:01	00:52:33
09/04/2025 08:48:46	PB250019839	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:03	00:12:11	00:52:33
09/04/2025 12:09:44	PB250019857	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:21	00:03:31	00:55:36
09/04/2025 14:52:40	PB250019862	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:59	00:03:44	01:11:07
09/04/2025 15:40:49	PB250019863	Station 12	Q12	(553) Public service	00:02:49	00:02:30	00:11:40
09/04/2025 18:04:18	PB250019871	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:57	00:03:41	00:53:38
09/04/2025 22:59:56	PB250019887	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:39	00:05:32	00:40:06
09/04/2025 23:36:38	PB250019888	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:00:50	00:06:36	00:15:36
09/05/2025 00:26:21	PB250019892	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:30	00:07:24	00:38:19
09/05/2025 01:06:10	PB250019893	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:01:05	00:05:37	00:19:45
09/05/2025 07:05:13	PB250019901	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:00:47	00:04:30	00:25:03
09/05/2025 10:27:27	PB250019912	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:42	00:03:53	00:18:11
09/05/2025 10:29:32	PB250019912	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:49	INVALID	00:06:15
09/05/2025 11:02:47	PB250019918	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:36	00:02:30	00:24:13
09/05/2025 18:37:18	PB250019949	Station 12	R12	(611) Dispatched & canceled en route	00:01:37	INVALID	00:03:31
09/05/2025 21:15:52	PB250019962	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:01:09	00:02:05	00:09:05
09/05/2025 21:41:32	PB250019964	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:02:15	00:03:16	00:32:29
09/06/2025 01:13:05	PB250019974	Station 12	Q12	(554) Assist invalid	00:03:01	00:03:55	00:18:58
09/06/2025 06:49:18	PB250019984	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:46	00:03:44	00:34:42
09/06/2025 07:06:17	PB250019985	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:01:05	00:07:46	00:36:51
09/06/2025 07:06:17	PB250019985	Station 12	BC11	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:01:40
09/06/2025 07:06:17	PB250019985	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:01	00:05:19	00:18:59
09/06/2025 07:25:46	PB250019986	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:16	00:01:49	00:13:09
09/06/2025 07:25:46	PB250019986	Station 12	R24	(321) EMS call, excluding vehicle accident with injury	00:00:44	INVALID	00:01:17
09/06/2025 07:27:00	PB250019986	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:16	00:04:35	00:24:30
09/06/2025 15:16:30	PB250020012	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:33	00:04:46	00:26:55
09/06/2025 17:18:59	PB250020016	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:00:42	00:03:29	00:21:54
09/06/2025 17:41:38	PB250020017	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:01:11

09/06/2025 17:42:15	PB250020017	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:37	00:07:11	00:24:47
09/06/2025 23:08:04	PB250020041	Station 12	Q12	(743) Smoke detector activation, no fire - unintentional	00:01:14	00:04:26	00:13:13
09/07/2025 03:15:41	PB250020049	Station 12	Q12	(553) Public service	00:01:19	00:07:55	00:15:31
09/07/2025 09:39:19	PB250020067	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:00:54	00:04:00	00:20:27
09/07/2025 11:07:30	PB250020072	Station 12	R63	(321) EMS call, excluding vehicle accident with injury	00:00:49	00:08:34	00:30:49
09/07/2025 11:07:30	PB250020072	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:56	00:01:12	00:32:46
09/07/2025 16:09:13	PB250020087	Station 12	Q12	(734) Heat detector activation due to malfunction	00:01:08	00:04:52	00:16:15
09/07/2025 19:48:12	PB250020098	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:53	00:03:13	00:29:48
09/07/2025 22:50:58	PB250020113	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:02:04	00:05:23	00:22:33
09/08/2025 10:39:08	PB250020141	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:15	00:03:56	00:39:50
09/08/2025 12:17:58	PB250020151	Station 12	Q12	(554) Assist invalid	00:00:39	00:02:26	00:16:17
09/08/2025 17:51:08	PB250020171	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:00:38	00:04:10	00:14:13
09/08/2025 22:48:28	PB250020189	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:53	00:03:28	00:11:30
09/09/2025 06:05:39	PB250020205	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:40	00:05:07	00:24:21
09/09/2025 08:59:57	PB250020216	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:01:26	00:04:35	00:30:34
09/09/2025 10:46:04	PB250020221	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:58	00:04:09	00:33:56
09/09/2025 18:35:38	PB250020249	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:27	00:04:03	00:46:56
09/10/2025 10:13:40	PB250020295	Station 12	Q12	(323) Motor vehicle/pedestrian accident (MV Ped)	00:00:19	00:00:04	00:20:09
09/10/2025 10:13:40	PB250020295	Station 12	R11	(323) Motor vehicle/pedestrian accident (MV Ped)	00:00:20	INVALID	00:01:32
09/10/2025 11:49:36	PB250020301	Station 12	Q12	(611) Dispatched & canceled en route	00:01:26	INVALID	00:04:42
09/10/2025 12:51:57	PB250020305	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:02:51	00:04:10	00:40:11
09/10/2025 13:21:03	PB250020306	Station 12	E11	(735) Alarm system sounded due to malfunction	00:01:01	00:04:39	00:13:55
09/10/2025 14:04:16	PB250020309	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:00:24	00:05:02	00:13:37
09/10/2025 16:01:44	PB250020319	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:32	00:04:59	00:10:57
09/10/2025 18:22:14	PB250020322	Station 12	Q12	(554) Assist invalid	00:00:58	00:03:27	00:15:21
09/10/2025 21:58:53	PB250020337	Station 12	R114	(321) EMS call, excluding vehicle accident with injury	00:01:18	00:02:51	00:51:16
09/10/2025 23:09:32	PB250020344	Station 12	R12	(550) Public service assistance, other	00:02:16	00:03:20	00:16:01

09/11/2025 13:34:18	PB250020392	Station 12	E63	(651) Smoke scare, odor of smoke	00:00:56	INVALID	00:07:18
09/11/2025 13:34:18	PB250020392	Station 12	Q114	(651) Smoke scare, odor of smoke	00:01:01	INVALID	00:07:24
09/11/2025 13:34:18	PB250020392	Station 12	Q12	(651) Smoke scare, odor of smoke	00:01:14	00:02:53	00:23:40
09/11/2025 13:34:18	PB250020392	Station 12	E11	(651) Smoke scare, odor of smoke	00:01:00	INVALID	00:07:37
09/11/2025 13:34:18	PB250020392	Station 12	R11	(651) Smoke scare, odor of smoke	00:01:15	INVALID	00:07:13
09/11/2025 13:34:18	PB250020392	Station 12	L22	(651) Smoke scare, odor of smoke	00:01:16	INVALID	00:03:52
09/11/2025 13:34:18	PB250020392	Station 12	R12	(651) Smoke scare, odor of smoke	00:01:19	INVALID	00:15:58
09/11/2025 13:34:18	PB250020392	Station 12	BC24	(651) Smoke scare, odor of smoke	00:01:25	INVALID	00:06:48
09/11/2025 13:34:18	PB250020392	Station 12	BC52	(651) Smoke scare, odor of smoke	00:01:45	INVALID	00:08:12
09/11/2025 13:35:49	PB250020392	Station 12	E24	(651) Smoke scare, odor of smoke	00:00:04	INVALID	00:07:04
09/11/2025 19:24:46	PB250020409	Station 12	E103	(321) EMS call, excluding vehicle accident with injury	00:01:45	INVALID	00:54:14
09/11/2025 19:24:46	PB250020409	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:47	00:09:12	00:54:14
09/12/2025 02:41:52	PB250020422	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:12	00:06:30	00:28:17
09/12/2025 08:50:07	PB250020439	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:05	00:02:39	00:09:48
09/12/2025 09:26:49	PB250020441	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:00:51	00:03:50	00:41:17
09/12/2025 12:02:41	PB250020454	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:41	00:05:53	00:12:48
09/12/2025 14:16:02	PB250020467	Station 12	E11	(321) EMS call, excluding vehicle accident with injury	00:00:38	INVALID	00:01:08
09/12/2025 14:16:02	PB250020467	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:58	00:06:53	00:41:39
09/12/2025 15:37:53	PB250020477	Station 12	R12	(322) Motor vehicle accident with injuries	00:00:02	00:00:27	00:41:34
09/12/2025 15:38:44	PB250020477	Station 12	E11	(322) Motor vehicle accident with injuries	00:00:31	00:05:31	00:20:56
09/12/2025 18:36:12	PB250020490	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:40	00:04:44	00:36:13
09/12/2025 20:41:15	PB250020497	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:02	00:05:51	00:15:16
09/12/2025 22:10:38	PB250020504	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:07	00:05:03	00:12:36
09/12/2025 22:54:26	PB250020507	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:34	00:06:55	00:39:34
09/13/2025 05:14:08	PB250020528	Station 12	Q12	(553) Public service	00:00:49	00:06:07	00:22:05
09/13/2025 07:01:33	PB250020531	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:59	00:06:42	00:30:11
09/13/2025 14:04:18	PB250020562	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:49	00:10:38	00:50:11
09/13/2025 14:04:18	PB250020562	Station 12	E11	(321) EMS call, excluding vehicle accident with injury	00:01:37	00:03:26	00:21:25

09/13/2025 16:34:10	PB250020576	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:09	00:04:18	00:22:34
09/14/2025 06:13:59	PB250020622	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:10	00:02:49	00:26:19
09/14/2025 12:52:55	PB250020643	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:42	00:02:36	00:37:34
09/14/2025 13:08:29	PB250020643	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:31	00:04:04	01:02:28
09/14/2025 22:03:39	PB250020674	Station 12	Q12	(611) Dispatched & canceled en route	00:02:45	INVALID	00:06:45
09/14/2025 23:47:08	PB250020681	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:03:12	00:04:14	00:29:58
09/15/2025 08:01:44	PB250020695	Station 12	Q12	(413) Oil or other combustible liquid spill	00:00:53	00:04:00	00:13:39
09/15/2025 09:21:27	PB250020701	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:16	00:02:52	00:14:02
09/15/2025 10:19:25	PB250020702	Station 12	Q12	(554) Assist invalid	00:00:07	00:01:11	00:13:36
09/15/2025 15:39:44	PB250020736	Station 12	E11	(321) EMS call, excluding vehicle accident with injury	00:00:39	00:04:39	00:27:22
09/15/2025 15:39:44	PB250020736	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:46	00:07:29	00:50:16
09/16/2025 05:54:14	PB250020770	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:27	00:08:35	00:40:46
09/16/2025 08:51:18	PB250020775	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:55	00:02:56	00:37:56
09/16/2025 10:34:30	PB250020785	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:51	00:03:13	00:45:44
09/16/2025 16:56:47	PB250020813	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:01:40	00:05:05	00:24:15
09/16/2025 17:29:07	PB250020817	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:01:00	00:05:55	00:27:18
09/16/2025 17:39:09	PB250020818	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:24	00:03:14	00:54:39
09/16/2025 17:57:32	PB250020819	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:24	00:01:27	00:24:52
09/16/2025 18:01:24	PB250020819	Station 12	R24	(321) EMS call, excluding vehicle accident with injury	00:01:45	00:11:56	00:49:06
09/17/2025 03:38:18	PB250020853	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:32	00:06:34	00:33:11
09/17/2025 09:51:19	PB250020874	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:43	00:04:15	00:34:41
09/17/2025 14:06:45	PB250020891	Station 12	Q12	(550) Public service assistance, other	00:00:44	00:03:11	00:09:23
09/17/2025 16:49:46	PB250020897	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:40	00:02:54	00:27:50
09/17/2025 21:45:30	PB250020915	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:28	00:04:25	00:12:30
09/18/2025 11:19:09	PB250020953	Station 12	Q12	(743) Smoke detector activation, no fire - unintentional	00:01:21	00:01:07	00:06:57
09/18/2025 11:36:59	PB250020956	Station 12	Q12	(743) Smoke detector activation, no fire - unintentional	00:00:13	00:02:43	00:21:24
09/18/2025 11:38:35	PB250020957	Station 12	E24	(622) No incident found on arrival at dispatch address	00:01:26	00:08:33	00:14:41

09/18/2025 12:07:55	PB250020960	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:41	00:03:39	00:43:08
09/18/2025 16:22:19	PB250020983	Station 12	Q12	(554) Assist invalid	00:01:40	00:03:44	00:19:14
09/19/2025 05:26:57	PB250021019	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:45	00:04:29	00:34:39
09/19/2025 05:36:09	PB250021019	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:06	00:07:45	00:49:39
09/19/2025 09:56:57	PB250021032	Station 12	Q12	(323) Motor vehicle/pedestrian accident (MV Ped)	00:00:58	00:05:14	00:27:41
09/19/2025 09:57:34	PB250021032	Station 12	R11	(323) Motor vehicle/pedestrian accident (MV Ped)	00:00:36	00:05:47	00:13:54
09/19/2025 11:05:10	PB250021035	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:37	INVALID	00:01:15
09/19/2025 11:05:10	PB250021035	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:48:50
09/19/2025 11:06:12	PB250021035	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:04	00:06:04	00:48:50
09/19/2025 23:52:17	PB250021076	Station 12	Q12	(611) Dispatched & canceled en route	00:00:36	INVALID	00:03:40
09/20/2025 11:04:01	PB250021104	Station 12	R12	(622) No incident found on arrival at dispatch address	00:01:00	INVALID	00:03:10
09/20/2025 11:05:52	PB250021104	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:00:36	00:02:54	00:25:37
09/20/2025 14:24:47	PB250021118	Station 12	R12	(622) No incident found on arrival at dispatch address	00:01:56	00:03:17	00:21:20
09/20/2025 14:24:47	PB250021118	Station 12	BC24	(622) No incident found on arrival at dispatch address	00:02:56	INVALID	00:14:00
09/20/2025 14:24:47	PB250021118	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:02:57	00:02:47	00:21:42
09/20/2025 20:55:25	PB250021151	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:37	00:03:34	00:18:20
09/20/2025 21:33:22	PB250021155	Station 12	Q12	(554) Assist invalid	00:03:19	00:01:29	00:15:23
09/21/2025 05:47:09	PB250021172	Station 12	Q12	(554) Assist invalid	00:00:53	00:04:54	00:15:15
09/21/2025 10:15:44	PB250021183	Station 12	Q12	(611) Dispatched & canceled en route	00:00:37	INVALID	00:02:50
09/21/2025 10:43:42	PB250021190	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:53	00:05:33	00:41:18
09/21/2025 11:51:45	PB250021195	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:15	00:02:00	00:49:17
09/22/2025 08:30:24	PB250021255	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:55	00:02:17	00:51:36
09/22/2025 10:41:10	PB250021265	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:00	00:06:24	00:44:21
09/22/2025 12:39:56	PB250021274	Station 12	R12	(611) Dispatched & canceled en route	00:00:50	INVALID	00:06:26
09/22/2025 20:23:58	PB250021322	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:18	00:04:04	00:34:14
09/23/2025 07:45:58	PB250021347	Station 12	Q12	(671) HazMat release investigation w/no HazMat	00:00:02	00:00:16	00:27:03
09/23/2025 07:45:58	PB250021347	Station 12	BC11	(671) HazMat release investigation w/no HazMat	00:00:02	00:00:18	00:27:03

09/23/2025 09:11:20	PB250021355	Station 12	R12	(322) Motor vehicle accident with injuries	00:00:03	00:05:36	00:38:35
09/23/2025 09:11:20	PB250021355	Station 12	Q12	(322) Motor vehicle accident with injuries	00:02:28	INVALID	00:02:45
09/23/2025 09:58:18	PB250021359	Station 12	Q12	(611) Dispatched & canceled en route	00:00:41	INVALID	00:04:43
09/23/2025 10:01:15	PB250021360	Station 12	E63	(745) Alarm system activation, no fire - unintentional	00:00:42	INVALID	00:03:17
09/23/2025 10:03:04	PB250021360	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:06	00:02:18	00:17:14
09/23/2025 12:42:32	PB250021376	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:00:21	00:04:27	00:25:01
09/24/2025 02:05:56	PB250021420	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:40	00:06:51	00:34:04
09/24/2025 09:32:16	PB250021433	Station 12	E24	(321) EMS call, excluding vehicle accident with injury	00:00:11	00:02:55	00:15:08
09/24/2025 09:32:16	PB250021433	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:24	00:08:27	00:33:39
09/24/2025 11:30:56	PB250021445	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:55	00:06:47	00:24:16
09/24/2025 15:40:39	PB250021467	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:55	00:05:00	00:58:34
09/24/2025 23:15:27	PB250021500	Station 12	R12	(611) Dispatched & canceled en route	00:01:49	INVALID	00:05:53
09/24/2025 23:15:27	PB250021500	Station 12	E11	(611) Dispatched & canceled en route	00:01:52	INVALID	00:05:53
09/25/2025 07:41:05	PB250021520	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:27	00:03:47	00:28:55
09/25/2025 08:45:29	PB250021522	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:50	00:01:14	00:32:53
09/25/2025 09:20:41	PB250021525	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:57	00:04:21	00:18:36
09/25/2025 11:04:33	PB250021537	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:03:02	00:02:08	00:12:49
09/25/2025 11:45:25	PB250021543	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:52	00:01:57	00:34:01
09/25/2025 11:45:25	PB250021543	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:01:57
09/25/2025 14:05:09	PB250021560	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:36	00:09:11	00:32:35
09/25/2025 14:05:09	PB250021560	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:02:21
09/25/2025 14:06:36	PB250021560	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:06	00:08:14	00:32:35
09/25/2025 15:29:25	PB250021568	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:00:26	00:09:18	00:26:19
09/25/2025 15:55:18	PB250021573	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:01:04	INVALID	00:02:40
09/25/2025 15:55:18	PB250021573	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:02:40
09/25/2025 15:56:16	PB250021573	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:18	00:05:02	00:50:12
09/26/2025 07:38:41	PB250021612	Station 12	Q12	(671) HazMat release investigation w/no HazMat	00:00:13	00:12:43	00:30:40
09/26/2025 07:41:48	PB250021612	Station 12	BC24	(671) HazMat release investigation w/no HazMat	00:00:05	00:09:44	00:30:40

09/26/2025 13:22:14	PB250021644	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:43	00:04:00	00:19:19
09/27/2025 10:29:40	PB250021718	Station 12	Q12	(553) Public service	00:01:25	00:12:13	00:19:37
09/27/2025 15:11:04	PB250021740	Station 12	R12	(324) Motor vehicle accident with no injuries.	00:01:19	00:03:54	00:08:53
09/27/2025 15:11:04	PB250021740	Station 12	Q12	(324) Motor vehicle accident with no injuries.	00:02:15	00:03:16	00:08:24
09/27/2025 18:19:04	PB250021753	Station 12	R12	(510) Person in distress, other	00:00:28	INVALID	00:09:08
09/27/2025 18:19:04	PB250021753	Station 12	Q12	(510) Person in distress, other	00:00:55	00:05:21	00:09:08
09/27/2025 18:19:04	PB250021753	Station 12	BC24	(510) Person in distress, other	00:01:17	INVALID	00:08:45
09/27/2025 19:29:06	PB250021755	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:07	00:03:32	00:19:39
09/27/2025 22:42:12	PB250021776	Station 12	R12	(611) Dispatched & canceled en route	00:01:23	INVALID	00:06:53
09/28/2025 02:02:03	PB250021786	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:43	00:03:14	00:47:57
09/28/2025 06:11:04	PB250021791	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:20	00:04:40	00:33:56
09/28/2025 10:56:41	PB250021800	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:36	00:06:43	00:54:14
09/28/2025 11:07:33	PB250021800	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:49	00:00:00	00:54:14
09/28/2025 12:50:45	PB250021809	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:17	00:04:28	00:41:02
09/28/2025 14:02:12	PB250021812	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:46	00:05:29	01:07:33
09/28/2025 14:13:55	PB250021813	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:17	00:04:44	00:09:39
09/28/2025 20:51:44	PB250021839	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:11	00:04:05	00:08:04
09/29/2025 05:34:50	PB250021855	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:03:04	00:07:35	00:19:40
09/29/2025 06:02:28	PB250021856	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:05	00:01:52	00:11:47
09/29/2025 11:25:58	PB250021884	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:00:21	00:05:40	00:12:37
09/29/2025 14:27:57	PB250021895	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:02:51	00:03:12	00:19:29
09/29/2025 15:55:08	PB250021900	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:01:47	00:02:29	00:19:05
09/30/2025 07:26:26	PB250021946	Station 12	Q12	(445) Arcing, shorted electrical equipment	00:00:56	00:04:01	00:21:30
09/30/2025 15:57:43	PB250021973	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:01	00:03:47	00:32:17
09/30/2025 17:37:13	PB250021979	Station 12	R12	(611) Dispatched & canceled en route	00:00:51	INVALID	00:03:35

***Closest unit response- R12 was called for a rescue call outside of Lauderdale by the Sea or another station had to come into Lauderdale by the Sea.**





POMPANO BEACH
FIRE RESCUE
Bureau of Fire Prevention

100 West Atlantic
Boulevard Room 220
Pompano Beach, FL
33060 Office
954•786•4695
Fax 954•786•4328

TO: TOWN MANAGER

FROM: SAYER/GALLOWAY

SUBJECT: PBFR PUBLIC SAFETY REPORT – OCTOBER 2025

CC: PETE MCGINNIS

Below are the resident complaints for the month of October: 0

Below are the public education events that were held during the month of October:

- Community Event- 1

Plan Reviews and Fees:

Plans Examiner Galloway reports the below statistical data for the month of October:

Type	Amount/Number
Plans Reviewed	13
Square Footage	29,000
Plan Review Revision Fee	\$150.00
Fire/Rescue Fee	\$0.00
Total Project Cost	\$408,273.55
PBFR Plan Review Fee	\$2,125.37
PBFR Tech Fee	\$42.51
New Constructions	10
Annual Inspections	
Meetings	4

Plan Type	Plans Reviewed
12 - Assembly	0
24 - One- & Two-Family Dwelling	1
30 - Apartment	10
36 - Mercantile	1
38 – Business	1
Grand Total	13

Complaints & Notice of Violation:

Plans Examiner Sayer reports that Complaints for the month of October:

	Assigned	On Going	Completed
10/01/2025 through 10/31/25	0	0	0

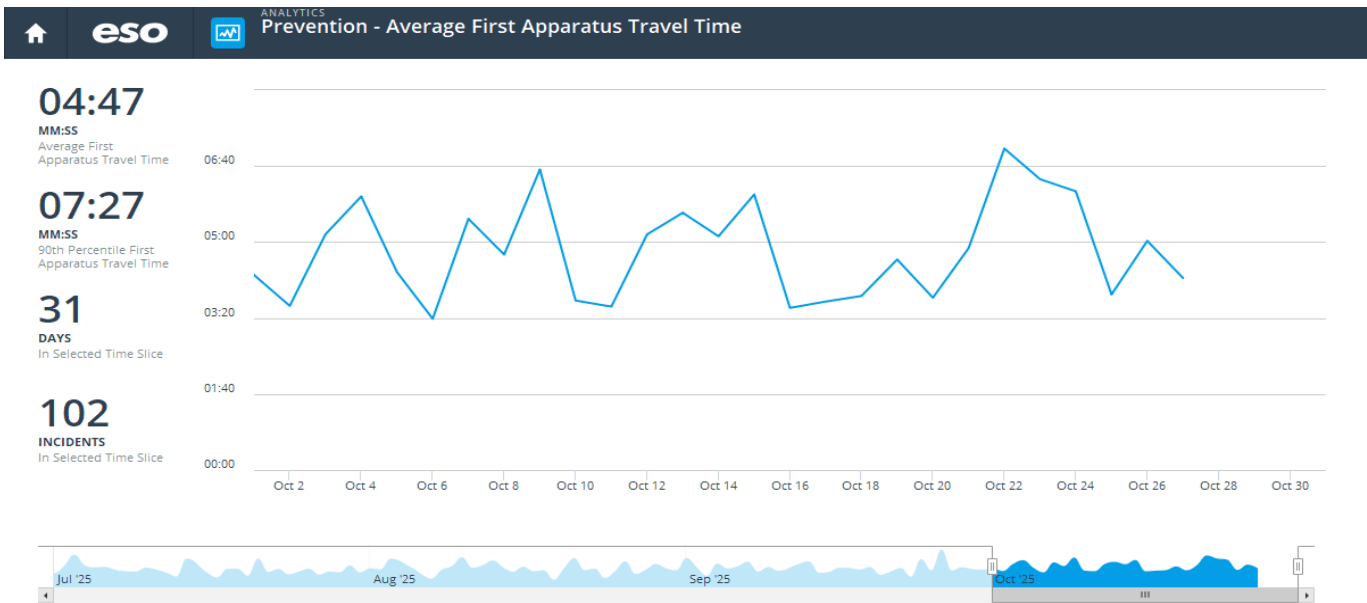
Below are the Fire Incidents for the Month of October 2025.

Part III- Breakdown of Fires (Incident Type 110-129)

Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
02 - Residential - Apartments	\$0.00	0	0	0
04 - Other Residential	\$0.00	0	0	0
06 - Public Assembly	\$0.00	0	0	0
09 - Stores and Offices	\$0.00	0	0	0
	Total Loss \$0.00	0	0	0

PBFR Operational Statistics:

There are 3 shifts that work from 7:30a-7:30a. We have a 24 hr shift schedule.



Week Ending	10/5/25	10/12/25	10/19/25	10/26/25	11/2/25	Total
00:00 - 03:59	7	12	9	9	1	38
04:00 - 07:59	10	17	17	12	2	58
08:00 - 11:59	1	2	1	2		6
12:00 - 15:59						
16:00 - 29:59						
30:00 - 1:29:59						
Total	18	31	27	23	3	102
Exceptions						18

10/05/2025 09:27:39	PB250022347	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:01	00:01:57	00:34:33
10/05/2025 10:46:19	PB250022352	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:52	00:02:40	00:31:44
10/05/2025 16:38:21	PB250022377	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:05	00:02:31	00:30:51
10/05/2025 16:45:39	PB250022377	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:54	00:03:31	00:24:16
10/05/2025 16:45:46	PB250022379	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:00:35	00:07:33	00:24:14
10/06/2025 07:18:41	PB250022421	Station 12	Q12	(554) Assist invalid	00:00:15	00:03:34	00:11:43
10/06/2025 10:15:33	PB250022435	Station 12	Q12	(733) Smoke detector activation due to malfunction	00:01:36	00:03:25	00:21:22
10/06/2025 11:03:45	PB250022440	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:00:55	00:02:58	00:15:00
10/07/2025 05:34:18	PB250022497	Station 12	Q12	(554) Assist invalid	00:00:00	00:01:42	00:15:42
10/07/2025 09:06:05	PB250022504	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:05:45	00:10:45	01:04:37
10/07/2025 11:27:47	PB250022515	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:26	00:05:43	00:44:16
10/07/2025 12:31:12	PB250022520	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:06	00:03:35	00:22:21
10/07/2025 13:00:08	PB250022523	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:49	00:07:24	00:18:16
10/07/2025 13:00:08	PB250022523	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:01:09	00:08:36	00:52:42
10/07/2025 17:50:19	PB250022546	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:17	00:04:43	00:47:41
10/07/2025 20:23:52	PB250022561	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:03	00:04:42	00:48:09
10/07/2025 22:26:53	PB250022571	Station 12	R12	(611) Dispatched & canceled en route	INVALID	INVALID	00:06:20
10/07/2025 22:28:06	PB250022571	Station 12	Q12	(611) Dispatched & canceled en route	00:00:30	INVALID	00:06:20
10/08/2025 00:47:08	PB250022578	Station 12	Q12	(550) Public service assistance, other	00:00:53	00:04:37	00:19:55
10/08/2025 09:03:57	PB250022589	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:39	00:04:35	00:34:19
10/08/2025 10:30:32	PB250022595	Station 12	R12	(710) Malicious, mischievous false call, other	00:00:41	00:04:32	00:13:23
10/08/2025 15:29:26	PB250022620	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:23	00:04:48	00:45:47
10/08/2025 16:35:57	PB250022623	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:48	00:06:06	00:09:07
10/08/2025 19:31:54	PB250022634	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:37	00:03:43	00:16:56
10/09/2025 17:45:47	PB250022721	Station 12	Q12	(353) Removal of victim(s) from stalled elevator	00:01:36	00:05:07	00:23:52
10/09/2025 18:03:29	PB250022722	Station 12	E11	(745) Alarm system activation, no fire - unintentional	00:00:37	00:08:04	00:19:15
10/10/2025 07:28:11	PB250022753	Station 12	R12	(365) Watercraft rescue	00:00:18	00:02:31	00:06:42
10/10/2025 07:28:11	PB250022753	Station 12	Q12	(365) Watercraft rescue	00:00:49	00:00:11	00:29:15
10/10/2025 07:28:11	PB250022753	Station 12	BC11	(365) Watercraft rescue	INVALID	INVALID	00:04:14

10/10/2025 07:29:13	PB250022753	Station 12	BC24	(365) Watercraft rescue	00:00:16	INVALID	00:07:18
10/10/2025 09:05:14	PB250022761	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:00:29	00:00:17	00:17:46
10/10/2025 13:28:39	PB250022785	Station 12	Q12	(440) Electrical wiring/equipment problem, other	00:01:20	00:05:05	00:25:25
10/10/2025 18:37:48	PB250022807	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:29	00:06:43	00:54:51
10/10/2025 19:21:29	PB250022810	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:19	INVALID	00:12:29
10/10/2025 19:21:29	PB250022810	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:01:23	00:06:42	00:45:49
10/10/2025 22:41:09	PB250022823	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:16	00:03:59	00:34:34
10/11/2025 10:38:15	PB250022856	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:53	00:02:41	00:15:20
10/11/2025 11:02:19	PB250022859	Station 12	R12	(611) Dispatched & canceled en route	00:01:06	INVALID	00:07:01
10/11/2025 11:02:19	PB250022859	Station 12	Q12	(611) Dispatched & canceled en route	00:01:35	INVALID	00:07:01
10/11/2025 11:02:19	PB250022859	Station 12	BC24	(611) Dispatched & canceled en route	00:02:31	INVALID	00:07:06
10/11/2025 20:42:29	PB250022897	Station 12	Q12	(554) Assist invalid	00:01:09	00:03:17	00:19:01
10/11/2025 22:01:36	PB250022901	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:22	00:03:53	00:48:24
10/12/2025 06:14:21	PB250022921	Station 12	E24	(112) Fires in structure other than in a building	00:01:11	00:06:26	00:15:39
10/12/2025 06:14:21	PB250022921	Station 12	L22	(112) Fires in structure other than in a building	00:01:19	00:10:22	00:15:39
10/12/2025 06:14:21	PB250022921	Station 12	R11	(112) Fires in structure other than in a building	00:01:25	00:05:38	00:16:35
10/12/2025 06:14:21	PB250022921	Station 12	E11	(112) Fires in structure other than in a building	00:01:50	00:06:54	00:35:57
10/12/2025 06:14:21	PB250022921	Station 12	Q12	(112) Fires in structure other than in a building	00:01:54	00:05:05	01:31:55
10/12/2025 06:14:21	PB250022921	Station 12	BC52	(112) Fires in structure other than in a building	00:02:01	00:10:38	00:15:45
10/12/2025 06:14:21	PB250022921	Station 12	R12	(112) Fires in structure other than in a building	00:02:02	00:05:58	00:15:53
10/12/2025 06:14:21	PB250022921	Station 12	BC24	(112) Fires in structure other than in a building	00:02:40	00:07:38	00:35:46
10/12/2025 06:30:00	PB250022921	Station 12	FI663	(112) Fires in structure other than in a building	00:10:00	00:30:00	01:31:44
10/12/2025 09:01:48	PB250022927	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:54	00:02:31	00:12:13
10/12/2025 10:01:46	PB250022931	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:30	00:05:06	00:47:43
10/12/2025 10:01:46	PB250022931	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:11:37
10/12/2025 14:51:40	PB250022949	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:41	00:05:12	00:45:19
10/12/2025 16:52:27	PB250022960	Station 12	Q12	(134) Water vehicle fire	00:00:02	00:06:32	00:29:02
10/12/2025 16:52:27	PB250022960	Station 12	S29	(134) Water vehicle fire	00:03:07	00:06:43	00:47:14
10/12/2025 16:53:25	PB250022957	Station 12	R103	(611) Dispatched & canceled en route	00:00:13	INVALID	00:04:43

10/12/2025 16:53:25	PB250022957	Station 12	BC24	(611) Dispatched & canceled en route	00:01:01	INVALID	00:07:18
10/12/2025 16:53:25	PB250022957	Station 12	L22	(611) Dispatched & canceled en route	00:01:03	INVALID	00:07:11
10/12/2025 16:53:25	PB250022957	Station 12	Q114	(611) Dispatched & canceled en route	00:01:07	INVALID	00:07:20
10/12/2025 16:53:25	PB250022957	Station 12	E63	(611) Dispatched & canceled en route	00:01:13	INVALID	00:07:15
10/12/2025 16:53:25	PB250022957	Station 12	R12	(611) Dispatched & canceled en route	00:01:41	INVALID	00:07:08
10/12/2025 16:53:25	PB250022957	Station 12	E11	(611) Dispatched & canceled en route	00:01:53	INVALID	00:07:06
10/12/2025 16:53:25	PB250022957	Station 12	E24	(611) Dispatched & canceled en route	00:00:34	INVALID	00:07:15
10/12/2025 16:53:25	PB250022957	Station 12	BC52	(611) Dispatched & canceled en route	00:02:17	INVALID	00:07:20
10/12/2025 16:57:17	PB250022957	Station 12	R24	(611) Dispatched & canceled en route	00:00:08	INVALID	00:07:28
10/12/2025 17:01:26	PB250022960	Station 12	R12	(134) Water vehicle fire	00:00:01	00:00:03	00:27:24
10/12/2025 17:59:58	PB250022964	Station 12	R12	(552) Police matter	00:00:46	00:05:13	00:26:13
10/13/2025 10:23:52	PB250023010	Station 12	Q12	(611) Dispatched & canceled en route	00:01:19	INVALID	00:05:06
10/13/2025 11:20:45	PB250023015	Station 12	Q12	(553) Public service	00:00:39	00:03:26	00:19:55
10/13/2025 15:16:02	PB250023028	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:29	00:07:19	00:38:16
10/13/2025 15:17:23	PB250023028	Station 12	S29	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:02:10
10/13/2025 16:37:47	PB250023037	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:17	00:05:56	00:40:13
10/13/2025 17:22:17	PB250023043	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:50	00:01:46	00:18:18
10/13/2025 17:22:45	PB250023043	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:02	INVALID	00:02:34
10/13/2025 18:23:15	PB250023047	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:30	00:05:53	00:19:37
10/14/2025 12:42:13	PB250023106	Station 12	R12	(740) Unintentional transmission of alarm, other	00:00:34	00:05:12	00:10:06
10/14/2025 13:22:14	PB250023109	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:32	00:04:41	00:35:26
10/14/2025 15:26:46	PB250023123	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:32	00:02:23	00:42:01
10/14/2025 20:26:23	PB250023140	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:41	00:08:14	00:44:04
10/15/2025 03:18:16	PB250023156	Station 12	Q12	(552) Police matter	00:01:35	INVALID	00:03:57
10/15/2025 03:18:16	PB250023156	Station 12	R12	(552) Police matter	00:02:25	INVALID	00:13:20
10/15/2025 03:18:16	PB250023156	Station 12	BC11	(552) Police matter	INVALID	INVALID	00:04:09
10/15/2025 11:34:40	PB250023180	Station 12	E11	(744) Detector activation, no fire - unintentional	00:02:11	00:06:54	00:19:00
10/15/2025 12:29:57	PB250023184	Station 12	E24	(611) Dispatched & canceled en route	00:01:19	INVALID	00:06:57
10/15/2025 13:43:07	PB250023187	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:39	00:05:45	00:43:45
10/15/2025 20:30:34	PB250023216	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:03	00:05:29	00:32:09

10/16/2025 01:18:15	PB250023234	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:50	00:04:18	00:29:59
10/16/2025 07:05:00	PB250023247	Station 12	Q12	(553) Public service	00:00:00	00:00:00	00:07:00
10/16/2025 07:19:13	PB250023248	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:17	00:00:30	00:22:09
10/16/2025 07:58:42	PB250023256	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:00:38	00:04:12	00:12:33
10/16/2025 08:00:13	PB250023256	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:08	00:03:24	00:55:05
10/16/2025 14:57:18	PB250023289	Station 12	R63	(321) EMS call, excluding vehicle accident with injury	00:02:02	00:04:53	00:33:19
10/16/2025 22:20:00	PB250023313	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:08	00:07:27	00:42:43
10/17/2025 15:23:15	PB250023352	Station 12	R12	(622) No incident found on arrival at dispatch address	00:01:02	00:04:23	00:14:15
10/17/2025 16:02:34	PB250023356	Station 12	Q12	(733) Smoke detector activation due to malfunction	00:01:32	00:03:54	00:16:21
10/17/2025 19:10:22	PB250023363	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:02	00:02:48	00:28:38
10/17/2025 21:55:09	PB250023373	Station 12	R12	(611) Dispatched & canceled en route	00:02:49	INVALID	00:06:15
10/18/2025 05:23:40	PB250023386	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:01:18	00:04:33	00:15:15
10/18/2025 15:20:48	PB250023422	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:26	00:02:19	00:19:09
10/18/2025 17:49:45	PB250023427	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:49	00:04:35	00:37:13
10/19/2025 07:48:15	PB250023467	Station 12	R12	(554) Assist invalid	00:02:49	00:01:37	00:19:47
10/19/2025 08:34:15	PB250023470	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:53	00:07:55	00:50:10
10/19/2025 11:08:12	PB250023480	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:05	00:02:47	00:38:48
10/19/2025 17:47:13	PB250023504	Station 12	Q12	(743) Smoke detector activation, no fire - unintentional	00:01:13	00:06:09	00:12:28
10/20/2025 11:14:20	PB250023545	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:28	00:02:42	00:32:00
10/20/2025 12:39:12	PB250023549	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:42	00:03:17	00:41:23
10/20/2025 20:20:02	PB250023571	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:21	00:05:21	00:37:17
10/21/2025 11:22:30	PB250023605	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:52	00:02:08	00:12:13
10/21/2025 14:59:49	PB250023626	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:51	00:07:36	00:16:51
10/22/2025 08:46:52	PB250023682	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:00:36
10/22/2025 08:47:28	PB250023682	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:10	00:07:23	00:57:21
10/22/2025 11:55:22	PB250023694	Station 12	Q12	(520) Water problem, other	00:00:36	00:06:43	00:17:00
10/23/2025 10:14:05	PB250023757	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:36	00:03:12	00:37:58
10/23/2025 14:49:30	PB250023770	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:36	00:04:58	00:33:15

10/23/2025 15:01:18	PB250023771	Station 12	R11	(321) EMS call, excluding vehicle accident with injury	00:00:44	00:10:58	00:38:42
10/23/2025 15:01:18	PB250023771	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:01:58	00:03:48	00:20:34
10/23/2025 23:27:34	PB250023799	Station 12	R12	(611) Dispatched & canceled en route	00:01:01	INVALID	00:09:58
10/24/2025 02:28:43	PB250023806	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:55	00:06:21	00:21:17
10/24/2025 04:12:55	PB250023812	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:01	00:07:18	00:41:05
10/24/2025 04:12:55	PB250023812	Station 12	Q12	(321) EMS call, excluding vehicle accident with injury	00:02:09	INVALID	00:10:06
10/24/2025 04:12:55	PB250023812	Station 12	BC24	(321) EMS call, excluding vehicle accident with injury	INVALID	INVALID	00:12:27
10/24/2025 09:02:29	PB250023822	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:02	00:03:11	00:42:05
10/24/2025 23:23:19	PB250023882	Station 12	Q12	(553) Public service	00:00:33	00:07:37	00:20:29
10/25/2025 10:41:56	PB250023911	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:00	00:03:51	00:13:38
10/25/2025 11:18:10	PB250023916	Station 12	R12	(611) Dispatched & canceled en route	00:00:34	INVALID	00:23:47
10/26/2025 08:43:54	PB250023991	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:34	00:06:11	00:45:16
10/26/2025 09:08:48	PB250023992	Station 12	Q12	(745) Alarm system activation, no fire - unintentional	00:00:25	00:02:15	00:13:42
10/26/2025 10:02:49	PB250023998	Station 12	R12	(622) No incident found on arrival at dispatch address	00:00:57	00:05:19	00:12:38
10/26/2025 13:41:15	PB250024009	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:02:01	00:04:44	00:48:59
10/26/2025 14:06:30	PB250024010	Station 12	Q12	(611) Dispatched & canceled en route	00:00:37	INVALID	00:04:08
10/26/2025 14:51:09	PB250024012	Station 12	R12	(622) No incident found on arrival at dispatch address	00:01:16	INVALID	00:07:44
10/26/2025 14:51:53	PB250024012	Station 12	Q12	(622) No incident found on arrival at dispatch address	00:00:48	00:04:10	00:07:44
10/26/2025 15:40:04	PB250024014	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:00:53	00:08:00	01:17:15
10/26/2025 17:30:20	PB250024022	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:18	00:03:44	00:39:21
10/26/2025 19:03:18	PB250024032	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:03	00:03:42	00:30:42
10/26/2025 23:02:29	PB250024062	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:00:43	00:06:17	00:30:42
10/26/2025 23:03:25	PB250024063	Station 12	E24	(611) Dispatched & canceled en route	00:00:09	INVALID	00:05:29
10/27/2025 07:44:34	PB250024084	Station 12	Q12	(735) Alarm system sounded due to malfunction	00:00:53	00:05:05	01:13:46
10/27/2025 10:18:07	PB250024094	Station 12	Q12	(744) Detector activation, no fire - unintentional	00:02:02	00:04:44	00:21:00
10/27/2025 13:31:00	PB250024108	Station 12	R12	(321) EMS call, excluding vehicle accident with injury	00:01:10	00:02:49	00:29:00
10/28/2025 07:04:01	PB250024163	Station 12	HM17	(611) Dispatched & canceled en route	00:00:45	INVALID	00:12:57
10/28/2025 07:04:57	PB250024163	Station 12	HM31	(611) Dispatched & canceled en route	00:02:28	INVALID	00:13:51
10/28/2025 07:04:57	PB250024163	Station 12	R31	(611) Dispatched & canceled en route	INVALID	INVALID	00:13:39

10/28/2025 07:09:00	PB250024163	Station 12	R12	(611) Dispatched & canceled en route	00:01:31	INVALID	00:13:51
10/28/2025 07:09:00	PB250024163	Station 12	S29	(611) Dispatched & canceled en route	INVALID	INVALID	00:13:02
10/28/2025 07:14:37	PB250024163	Station 12	S53	(611) Dispatched & canceled en route	00:00:10	INVALID	INVALID
10/28/2025 07:19:25	PB250024163	Station 12	HM53	(611) Dispatched & canceled en route	00:00:18	INVALID	INVALID

Monthly Response Time Chart is an average of response times from time of dispatch to arrival on scene.

***Closest unit response- R12 was called for a rescue call outside of Lauderdale by the Sea or another station had to come into Lauderdale by the Sea.**





Agenda Item No: 8.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Ken Rubach, Town Manager

Submitting Department: Administration

Item Type: Town Manager Report

Agenda Section: TOWN MANAGER REPORT

Subject Title: Town Manager Report

Explanation:

Christmas By-The-Sea

The Town's next event is our beloved Christmas-By-The-Sea celebration and annual holiday tree lighting! This festive evening will feature an artisan vendor village showcasing some of our wonderful local businesses, character appearances from favorite holiday classics, family-friendly entertainment, and a special visit from Santa himself. The night's biggest highlight will of course be the lighting of our beautiful holiday tree, which be illuminated at 6pm.

Mark your calendars!

Wednesday, December 3 | 5:00pm -8:00pm



Director of Public Works Recruitment

Staff posted the position on November 10th. This position will remain open until filled. We are currently planning on having a new director in place in the 1st quarter of 2026. The recruitment process is being handled in-house by staff.

Fire Contract Update

We have received proposals from Broward Sheriff's Office and the City of Fort Lauderdale. Staff has also been in talks with the City of Pompano Beach to resubmit a proposal. Staff is currently reviewing the contracts, which will be part of the discussion at the Roundtable scheduled for January.

Holiday Hours

As in past years during the months of November and December Town Hall will close at noon on the following days:

- Wednesday, November 26th (Thanksgiving Eve)
- Wednesday, December 24th (Christmas Eve)
- Wednesday, December 31st (New Year's Eve)

Potential Legislation Affecting the Millage Rate

Members of BCCMA along with representatives from the Florida League of Cities, met on Monday, November 10th to discuss the various pieces of legislation that are currently working their way through the legislature for possible inclusion on the ballot in November 2026. Without alternative sources of revenue to replace these suggested millage revisions, it will provide a significant challenge to the Town and its operations. Staff will continue to work with our lobbyists and state legislators in order to minimize the impact on the Town.

Veterans Day

We had a wonderful morning last week celebrating our veterans at the Town's annual Veterans Day Ceremony. With temperatures in the mid-60s, it was a beautiful start to the day and an incredible turnout to honor the brave men and women who have given so much in service to our country. Of the nearly 50 veterans who registered to be recognized, we were especially proud that almost half were also Lauderdale-By-The-Sea residents.

It was a privilege to welcome George Moraitis as this year's keynote speaker, along with Broward County Commissioner Lamar Fisher, Representative Chip LaMarca, members of their teams, and a representative from Senator Pizzo's office. We are deeply grateful for their continued support of our Town.

A heartfelt "thank you" also goes to the Broward Sheriff's Office and Pompano Beach Fire, whose presence—along with their Honor Guards—added such meaningful and special touches to the ceremony.

Lastly, but certainly not least, a special "thank you" to Vice Mayor Strauss, who served as the chairman for this year's event. Your support, guidance, and partnership with Staff helped make this celebration a truly memorable event.





Upcoming Meetings

- Code Compliance Hearing- Thursday, November 20th at 5:00pm
- Planning and Zoning Board Meeting- Wednesday, December 10 at 6:00pm
- Commission Meeting- Tuesday, December 9th at 6:30pm

Recommendation: N/A

Exhibits: None



Agenda Item No: 10.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Courtney Easley, Acting Town Clerk/Assistant to Town Manager

Submitting Department: Administration

Item Type: Approval of Minutes

Agenda Section: APPROVAL OF MINUTES

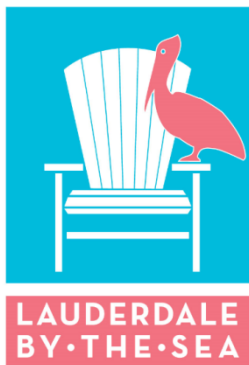
Subject Title: Approval of Minutes for October 14, 2025 and October 28 Regular Commission Meeting

Explanation: Approval of Minutes for October 14, 2025 and October 28 Regular Commission Meeting

Recommendation: Accept/Approve

Exhibits:

1. 10-14-25 LBTS TC 1st draft minutes
2. 10-28-25 LBTS TC 1st draft minutes



DRAFT
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
REGULAR MEETING MINUTES
Jarvis Hall
4505 N. Ocean Drive
Tuesday, October 14, 2025
6:30 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the meeting to order at 6:33 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Interim Town Manager Ken Rubach, Town Attorney Susan L. Trevarthen, Finance Director Lucila Lang, Assistant Finance Director Edner St. Jean, Development Services Director Jhanelle Campbell, Acting Town Clerk/ Assistant to the Town Manager Courtney Easley, and Events and Marketing Manager Katie Anderson.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION

All present observed a moment of silence.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

Mayor Malkoon requested that Items 19.a, 19.b, and 19.c be heard immediately following the Consent Agenda.

5. PRESENTATIONS

None.

6. PUBLIC COMMENTS

Mayor Malkoon advised that Public Comments are limited to Items on tonight's Agenda in accordance with Florida Statute 286.0114.

At this time Mayor Malkoon opened public comment.

Patrick Ucci, resident, addressed public safety, particularly automobile thefts, which have increased by 100% year-to-date. Burglaries in residences have increased by 150% year-to-date as well. He requested an active discussion on a plan to reverse these trends.

Ken Brenner, chair of the Lauderdale-By-The-Sea Volunteer Fire Department's Pension Board, thanked the Town Commission for placing a Resolution on tonight's Agenda which would address funds due from a revenue share from Florida Statute Chapter 135.

Dorothy Seibert, resident, addressed the Ocean Treasure hotel, which is the subject of quasi-judicial Item 19. She requested clarification of whether the proposed balconies would be located on the north side of the building.

Mayor Malkoon clarified that the north balconies are no longer planned for the proposed building.

With no other individuals wishing to speak at this time, Mayor Malkoon closed public comment.

7. PUBLIC SAFETY DISCUSSION

a. BSO September 2025 Public Safety Report

Broward Sheriff's Office (BSO) Captain Christopher Sutter reported that on September 6, 2025, Executive Officer Chris Palmer was assigned to BSO as the Captain's second-in-command for the Lauderdale-By-The-Sea district. Officer Palmer has significant experience in different aspects of law enforcement from throughout Broward County.

Deputy Kyran Ramcharan is Employee of the Month for September 2025 in recognition of his handling of an incident that occurred in the Downtown Pavilion area.

Captain Sutter continued that other recent incidents include a business burglary on September 18, 2025, for which a suspect has been identified. He also noted that an occupied burglary auto theft occurred on September 24. The vehicle was later recovered. He advised that video evidence, including Town and individual cameras as well as license plate reader (LPR) cameras, contributed to the response to these incidents.

Captain Sutter advised that crime statistics are compiled in a different format from previous years. When multiple crimes occur during the same incident, they are categorized individually, which helps to show statistical increases. He acknowledged that

there is an increase in auto thefts throughout Broward County. Directed patrols are attempting to address this trend.

During a similar increase earlier in the season, BSO collaborated with the Town to provide signage reminding residents not to leave key fobs in their cars, as this can contribute to thefts.

Commissioner Pouloupoulos noted that some incidents have occurred in the Bel Air neighborhood, and requested clarification of where cameras are located in or near the ingress/egress points to that community. Captain Sutter replied that both of these locations are accessible through Town cameras; however, the cameras are not constantly monitored, as that would require a dedicated BSO Staff member.

Commissioner Pouloupoulos asked if there are ways to provide greater control of neighborhoods such as Terra Mar and Bel Air, whether through cameras, signage, or other campaigns. He also suggested meeting either one-on-one or in a roundtable setting with law enforcement to discuss these issues further. Captain Sutter recalled that the Town and BSO partnered for a signage campaign earlier in the year which cautioned residents to secure their key fobs.

Commissioner Graziano recalled that some Fort Lauderdale communities have monthly paid arrangements with Fort Lauderdale Police Officers who patrol individual neighborhoods using Police vehicles. Homes in those communities often post signage referring to these patrols in order to discourage crime. He suggested that the Town look into possibilities such as these.

Commissioner Graziano continued that the Terra Mar neighborhood has authorized the purchase of new cameras, and there are BSO LPR cameras in the area as well.

Commissioner DeNapoli recalled that at a previous meeting, Mayor Malkoon had indicated he would schedule a roundtable meeting to address public safety, and encouraged Captain Sutter to participate if possible.

8. TOWN MANAGER REPORT

a. Town Manager Report

Interim Town Manager Ken Rubach advised that Boo!-By-The-Sea is scheduled for Saturday, October 25, 2025 from 10 a.m. until 1 p.m. in the West Business Plaza. The event is designed for children 11 years old or younger and will include candy and games.

Transportation provider Circuit now includes the ability to use Apple Pay and Google Pay on its mobile app. Regular credit cards are also still accepted.

The Town has received a public-private partnership (P3) solicitation. As part of this process, the Town released a request for proposal (RFP) on October 6, 2025, as required by State Statutes. The RFP has a deadline of Monday, October 27, 2025. Staff anticipates bringing forward an Agenda Item to discuss the proposal at the October 28, 2025 Commission meeting. Subsequent solicitations, if received, will be presented at later meetings. He recommended that the proposal also be discussed during the public safety roundtable meeting.

Interim Town Manager Rubach requested Commission consensus on a parking rate modification pilot project. He explained that Town businesses have requested this assistance during the slower season. Staff proposes a pilot program which would offer “early bird” and “happy hour” specials Mondays through Thursdays from 6 a.m. until 10 a.m. and 3 p.m. to 7 p.m. The program would reduce the parking rate from \$4/hour to \$2.50/hour through the end of November 2025. It would be publicized across the Town’s social media platforms as well as through signage.

Mayor Malkoon proposed a flat fee of \$2/hour through the remainder of this quarter, with exceptions for events such as Christmas-By-The-Sea. He agreed to bring this item forward as part of the upcoming roundtable discussion and suggested moving forward with the \$2/hour proposal for full days on Mondays through Fridays.

Vice Mayor Strauss was in favor of the proposal, adding that there are also several areas where parking is privately owned, and individuals who park there are charged as well as ticketed at different rates that are unrelated to Town policy. He recommended that additional signage be placed in or near those areas. Interim Town Manager Rubach confirmed that he would work with the Town Attorney’s Office to ensure all signage follows required regulations.

Commissioner Graziano pointed out that Resolution 2025-48 would allow the Interim Town Manager to establish the times and places when different rates would be in effect, and advised that he also opposed that proposal, as it would affect the Town’s budget. He recommended revisiting the budget process and making any necessary changes to

accommodate businesses through that process rather than placing those decisions in the hands of Staff.

Commissioner DeNapoli advised that he was in favor of the pilot proposal, and felt the Interim Town Manager should be able to modify parking rates as proposed in Resolution 2025-48 during certain time frames. He pointed out that the Interim Town Manager would continue to regularly report parking revenue to the Commission throughout the year, and the rates could be adjusted if revenue falls below the desired level.

Commissioner Pouloupoulos stated that while the lower rates could attract more business to the Town, he also wished to ensure that taxpayers are not paying the bill to bring in visitors. He noted that the Parking Fund is a major source of revenue for the Town, and if parking revenue is lost, funds will need to come from other sources.

Commissioner Pouloupoulos continued that he was comfortable with trying the suggested pilot program, but emphasized that the Commission is ultimately responsible for setting the Town's parking rates and should monitor them.

Mayor Malkoon commented that the Parking Fund is currently very healthy, while business during the current season is slow. He was in favor of taking steps to support the businesses, and concluded that he was in favor of the proposed program, and that Downtown businesses have responded positively to the idea.

Interim Town Manager Rubach advised that he would bring back data on the potential impacts on revenue to the next Commission meeting before any proposed program is implemented. Commissioner Graziano reiterated that he did not agree with a proposal for any party other than the Commission to set the Town's parking rates.

Commissioner DeNapoli suggested implementing the pilot program for a two-month time frame to observe its impact on the Parking Fund. He emphasized that the pilot program was not proposed as a permanent policy, but would have an expiration date which would bring it before the Commission again in the future.

Commissioner Graziano requested clarification of the legality of the proposal. Town Attorney Susan Trevarthen replied that Resolution 2025-48 does not disturb the parking rates adopted by the Commission, but provides for the Commission to delegate authority for flexible rates under certain circumstances to the Town Manager. She emphasized that the permanent parking rates are set by the Commission and would not be disturbed by

allowing temporary adjustments. She further clarified that rates may be lowered with Staff discretion, but may not be increased.

Interim Town Manager Rubach recommended that in light of the Commissioner's concerns, it may be necessary to modify Resolution 2025-48 to require Commission consensus before moving to modify rates. Otherwise, the process could require a new Resolution whenever rate modifications are proposed. Commissioner Graziano confirmed that he was open to this suggestion.

Commissioner DeNapoli recommended that if the Commission elects to move forward with Resolution 2025-48, they also bring it back to the time certain of December 9, 2025, which will be the only meeting scheduled in that month. This will provide time to determine the impact of the program and discuss it at that meeting.

Commissioner Pouloupoulos advised that negotiations between the Interim Town Manager and himself as Commission liaison are proceeding. He has met with counsel and reviewed contracts, and will meet with the Interim Town Manager later this week to continue the discussion.

b. June 2025 Finance Report

c. July 2025 Finance Report

d. August 2025 Finance Report

Finance Director Lucila Lang reported that through the month of August 2025, expenditures and revenues remained mostly within budget, with a couple of minor expenses that have not yet been posted. Staff is working diligently to ensure that all expenses are posted through the end of fiscal year (FY) 2024-2025.

Finance Director Lang added that she, Interim Town Manager Rubach, and Assistant Finance Director Edner St. Jean have met with Truist Bank to request a review of the Town's relationship with that institution and whether or not better rates might be available to the Town. A new relationship manager has been assigned to the Town.

Paperwork has been completed for the investments with South State Bank discussed at the September 24, 2025 meeting.

Commissioner DeNapoli asked if the Town has moved forward to invest additional funds in money markets. Finance Director Lang confirmed that this has been completed with South State Bank. She is awaiting a response from Truist regarding potential investment of Parking Fund monies. She is also working to determine what entity offers the best possible rates.

Commissioner DeNapoli noted that some figures included in the Finance Report are listed at over 100%. Finance Director Lang explained that most of these line items are expected to balance out. The Town budgets for 95% in these line items, which means it is possible to exceed that amount.

Commissioner DeNapoli also addressed Town health insurance, asking if the Town has looked into potential options. Finance Director Lang explained that the Town has a health insurance broker who considers different policies. Each summer, the broker estimates the expected increase, which for FY 2025-2026 was quoted as 16%. The Town considered different carriers, but ultimately chose to remain with United Healthcare. The Town has also left its previous Florida Municipal Insurance Trust (FMIT) grouping, which lowered the increase to approximately 12%.

9. TOWN ATTORNEY REPORT

None.

10. APPROVAL OF MINUTES

a. Approval of minutes for September 2025 Meetings

Vice Mayor Strauss requested clarification of whether the four minutes documents presented for approval were from Regular Commission Meetings or Special Meetings for budget deliberations. It was confirmed that the headers of the Special Meeting documents would need to clarify that they were not regular meetings.

Commissioner DeNapoli noted that the date of the September 24, 2025 Regular Meeting should be corrected on the page header as well.

Vice Mayor Strauss made a motion, seconded by Commissioner Pouloupoulos, to approve, subject to the changes noted above. Motion carried 5-0.

11. CONSENT AGENDA

None.

The following Items were taken out of order on the Agenda.

19. QUASI JUDICIAL PUBLIC HEARINGS

Town Attorney Trevarthen reviewed the requirements for quasi-judicial items, and any individuals wishing to speak on these Items were sworn in. The Commissioners disclosed any ex parte communications related to the Items.

- 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”).**
- b. **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.ii 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.**
- c. **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 Jhanelle Campbell stated that there are three requests made for the subject property, 4312 El Mar Drive:

- Site Plan approval for the construction of a new hotel
- Variance request to reduce the required view corridor from 13 ft. to 10.8 ft., reduce the parking setback on the north side of the property from 5 ft. to 2 ft. 4 in., and reduce the vehicular use area perimeter and landscape buffer from 2 ft. 6 in. to 2 ft. 4 in.
- Administrative adjustment to reduce the required northern setback from 15.5 ft. to 10.8 ft.

The property is located on El Mar Drive and adjacent to the existing Ocean Treasure Hotel and the Oriana property. Plans for the site include unification of the subject property and the existing Ocean Treasure.

The Applicant held a required public participation meeting on August 18, 2025. The primary issue that arose from that meeting was concern with the northern-facing balconies. The developer has agreed to remove these balconies and has re-submitted plans showing this change.

The Applicant proposes to demolish the existing Courtyard Hotel on El Mar Drive and replace it with a new three-story hotel. The two hotel buildings combined will have a total of 22 units. The plans also include unification of the two parking lots for a shared-access driveway and redistribution of density across two lots. The result will be a unified two-building hotel complex.

The property meets Town Code requirements in a variety of ways:

- Height is 33 ft. with a parapet wall at 37 ft., as allowed by Code
- Elevator shaft is 41 ft. in height; these are exempt from height requirements
- Building length of 129.8 ft.
- Front setback is 52.7 ft.
- Rear setback is 182.4 ft.

Development Services Director Campbell advised that at present, no view corridor exists on the subject site. This means while the Applicant is requesting a reduction of the required view corridor, the plans represent a significant improvement over what exists today.

The existing parking area is a gravel lot from which cars back out onto El Mar Drive. The plans provide much safer circulation for cars entering and exiting the lot and allow safe access to emergency vehicles.

Town Code has seven criteria Staff must consider when evaluating a variance application. Staff feels that all seven criteria have been met and recommends approval of the variance request. Staff has also determined that all criteria have been met for a Level 2 administrative adjustment to justify the 30% reduction and side yard setback.

Staff recommends approval of all three requests with the conditions outlined in the respective Development Orders, which are included in the Staff Report. The project was also reviewed and approved by the Town's Architect.

Commissioner DeNapoli confirmed that the proposed project's height limits are consistent with the requirements of the Town's Charter, and the Applicant has made the changes requested by neighboring residents. He concluded that the project appears to be an improvement to the community.

Vice Mayor Strauss observed that the project exemplifies beautification and modernization of beach properties, and commended the Applicant for their proposal.

Commissioner Graziano commented that while the proposed changes are minor, they will significantly improve the area.

Commissioner Poulopoulos also felt the project represented an update for the Town.

Mayor Malkoon stated that he was happy with the plans, which show that the Town can be redeveloped appropriately in a way that is satisfactory to residents. He recognized the Applicant for working with the residents who had provided suggestions, and was pleased with the proposed design.

At this time Mayor Malkoon opened the public hearing on the Items.

Dorothy Seibert, resident, thanked the Applicant for adjusting the project to residents' concerns. She added that she was pleased there had been no request to increase the building's height, and requested confirmation that the new building would be adjacent to the existing structure. This was confirmed.

With no other individuals wishing to speak on the Items, Mayor Malkoon closed the public hearing.

Town Attorney Trevarthen advised that the Commission may make a single motion including all three requests if they wish.

Commissioner Poulopoulos made a motion, seconded by Commissioner DeNapoli, to approve all three requests. Motion carried 5-0.

12. OLD BUSINESS

None.

13. NEW BUSINESS

a. Consideration of “Similar Use” Determination: Nail Salons in the B-1 Zoning District at 222 E Commercial Blvd

Development Services Director Campbell explained that Staff received an application for a nail salon at the subject address; however, nail salons are not explicitly listed as a permitted use in the Town’s B-1 zoning district. Town Code requires that when Staff wishes to determine a particular use is a similar use, this proposal must be presented to the Commission for consideration.

Staff requests the Commission’s opinion on whether or not a nail salon may be considered similar to a hair salon and/or barbershop, which are personal service stores allowed within the B-1 district. These uses are regulated by the Florida Department of Business and Professional Regulation. Neighboring municipalities, including Fort Lauderdale, Pompano Beach, and Wilton Manors, treat nail salons similarly to hair salons and barbershops.

If the Commission chooses to designate nail salons as a similar use, Staff would require the salon to provide requisite air filtering mechanisms to ensure no odor is transmitted to neighboring bays.

Development Services Director Campbell further clarified that the subject space was previously occupied by a hair salon. The Town has not previously been home to a nail salon.

Commissioner DeNapoli stated that he found the use to be similar as long as it is compliant with environmental regulations.

Vice Mayor Strauss asked if the proposal of similar use would mean hair salons are considered in the same manner as nail salons in the future. Development Services Director Campbell confirmed this, adding that no future applications for nail salons would come before the Commission.

Commissioner Graziano characterized the request as common sense.

Commissioner DeNapoli made a motion, seconded by Commissioner Graziano, to approve. Motion carried 5-0.

b. Discussion on Code Amendments to Support Redevelopment

Development Services Director Campbell advised that due to recently submitted requests, Staff has identified Code Sections which may unintentionally restrict opportunities for redevelopment. These provisions are located in the following Sections:

- Section 30-27(1): B-1 mixed-use zoning district
- Section 30-242: RM-25 zoning district for lots smaller than 60 ft. located west of or fronting Bougainvillea Drive

At present, Code only allows parcels within 250 ft. of Commercial Boulevard to be eligible for mixed-use redevelopment. Residential floor area in mixed-use projects is limited to 50% of total gross floor area. The Code issues, based on a recently received request, show that the 250 ft. rule excludes the redevelopment of parcels which are still part of the B-1 zoning district and function as such, although they share the same parking access and pedestrian connections. There is no rationale for this distinction in Code. In addition, while the 50% residential cap protects commercial uses, it could also present difficulty for development or redevelopment of projects.

Proposed considerations are as follows:

- Remove the 250 ft. required distance rule to unify the B-1 zoning district and more accurately reflect the Town's development patterns
- Reevaluate the 50% residential floor area to allow flexibility, including modest increases or decreases; additional Staff review would be necessary to craft this language, which would come back before the Commission for approval
- Safeguards such as conditional use approval, architectural review, and other Town approval mechanisms would remain

Staff requests the Commission's opinion and consideration of the proposed changes.

Commissioner DeNapoli requested clarification of the locations that would be affected by the change. Development Services Director Campbell clarified the subject area, pointing out that it is specific to the B-1 zoning district and would not affect residential neighborhoods. The change would extend south of A1A to the Walgreen's location.

Commissioner Graziano stated that he was pleased to see this type of evaluation brought forward by Staff, asserting that without sensible zoning regulations, growth would not be possible. The farthest extension of the 250 ft. rule was further clarified.

Vice Mayor also saw the proposal as positive, noting that there is no documented reason for the existing boundaries. He also commended Staff for their research.

Commissioner Graziano made a motion, seconded by Vice Mayor Strauss, directing Staff to bring back an Ordinance addressing the two issues. Motion carried 5-0.

Development Services Director Campbell continued that the next proposed change affects the RM-25 zoning district as specifically listed in Code Section 30-242. This Section states that properties of less than 60 ft. in width, located west of or fronting onto Bougainvillea Drive and having existed as of September 13, 2000, are limited to single-family and duplex redevelopment only.

Development Services Director Campbell explained that the requested change would move this redevelopment line. She recalled that an existing property had wished to add a second story, but was not permitted to do so because the property was less than 60 ft. in width and fronted onto Bougainvillea Drive. The owner was prohibited from making any modification to their building.

Upon reviewing Code, Staff felt a reasonable change would be to clarify that the restriction applies only to properties west of Bougainvillea Drive but not fronting onto it. There are already several two-story properties on that street. The location is also adjacent to RM-25 zoning, which allows three-story hotels. The proposed change would be consistent with nearby development patterns.

Development Services Director Campbell confirmed that the proposed change would be consistent with the height limits included in the Town's Charter. A property currently

located on the east side of Bougainvilla Drive and less than 60 ft. in width would be permitted to add a second story, while a property on the west side would not.

Vice Mayor Strauss asked if multi-family properties just west of the subject area are restricted to existing requirements. Development Services Director Campbell explained that these are restricted if they are less than 60 ft. wide; however, there is a rationale for this, as the RD-10 zoning district, which is much more residential in nature, is located to the west.

Vice Mayor Strauss advised that another concern was the possibility that an owner who wished to add a second story to their property might also wish to add a third story. Development Services Director Campbell confirmed that the RM-25 district permits three stories, and suggested that height for buildings less than 60 ft. in width and fronting onto Bougainvilla Drive could be limited to two stories. She added that language could be crafted to restrict redevelopment to two stories rather than three in the subject location.

Commissioner DeNapoli made a motion, seconded by Vice Mayor Strauss, to bring back an Ordinance on this issue which limits height to two stories in the subject area. Motion carried 5-0.

c. Special Event Application: Santa Paws December 2025

Events and Marketing Manager Katie Anderson explained that the owner of Wild Berry Salon, a business located in the West Plaza district, has submitted a special event application to host the first annual Santa Paws celebration. Events are planned for Friday, December 12, 2025 and Friday, December 19, 2025. They would be held in front of the Wild Berry Salon and Big Cat Bikes storefronts and adjacent breezeway.

Santa Paws would be a four-hour event from 4 p.m. to 8 p.m., with holiday-themed photo backdrops for attendees and their pets. Additional activities would include raffles and complimentary refreshments. The Applicant anticipates approximately 30 guests on a flow, with volunteers to remain on-site and assist in setup, execution, and cleanup. Funds raised would cover event costs and benefit Ruff Rescue Transport, which is a 501(c)(3) organization.

The Applicant requests use of some Town Adirondack chairs. Any additional décor provided by the Town would be approved by Staff and the Town Manager. The Applicant also requests use of two electrical outlets for the event, one for the photo setup and another for amplified sound or acoustic music. Resolution 2024-29 allows the waiver of

one electrical fee for the West Plaza area; the Applicant requests a waiver of the fee for the second electrical outlet, which would be \$50.

Restrooms at Big Cat Bikes and Wild Berry Salon would be available for attendees, and parking would operate per normal Town standards. Staff recommends approval of the event.

Mayor Malkoon recalled that when previous events have been held in the subject location, parking for an adjacent restaurant was affected. He asked if it would be possible to mark off some parking spaces for that adjacent business. Interim Town Manager Rubach replied that Staff can look into this.

Commissioner DeNapoli made a motion, seconded by Vice Mayor Strauss, to approve the Application, subject to looking into assistance for the adjacent business. Motion carried 5-0.

14. COMMISSIONER PRESENTATIONS

None.

15. COMMISSIONER COMMENTS

Commissioner DeNapoli encouraged residents with children to attend the upcoming Boo!-By-The-Sea event on Saturday, October 25, 2025 from 10 a.m. to 1 p.m. He was also happy to discuss the proposed parking modification later on tonight's Agenda, and to test other options through the pilot program.

Commissioner Graziano stated that he recently represented the Town at a Columbus Day event at Port Everglades. He recalled that the previous year, the Town had passed a Resolution to include Columbus Day/Indigenous Peoples Day among holidays recognized by the Town.

Commissioner Graziano added that he would like to designate a Commissioner as liaison to the Town's business community, and volunteered to serve in this role.

Vice Mayor Strauss advised that he represents the Lauderdale-By-The-Sea Commission on the Hillsboro Inlet District, and noted that this Inlet is safe for use when attending the upcoming Fort Lauderdale International Boat Show. Depths are cited on the Hillsboro Inlet District's website, which is regularly updated.

Vice Mayor Strauss also spoke positively of the recent improvements to Friedt Family Park, and pointed out that activity has increased at this facility. He requested that those bringing children to the park make sure that children are not climbing shade trees.

Mayor Malkoon stated that he recently attended the Greater Fort Lauderdale Mayors' Breakfast, where all present discussed issues affecting Broward County municipalities and beaches.

16. ORDINANCES 1ST READING

None.

17. ORDINANCES 2ND READING

None.

18. RESOLUTIONS – PUBLIC COMMENTS

- a. **Resolution 2025-47: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ELECTING TO PERMANENTLY WAIVE THE ABILITY TO SEEK FUNDING FOR COMMUNITY SHUTTLE, THE GRANT MATCH PROGRAM, AND FOR NEW MUNICIPAL CAPITAL PROJECTS FOR THE TERM OF THE 2025 AMENDED AND RESTATED TRANSPORTATION SYSTEM SURTAX INTERLOCAL AGREEMENT; AUTHORIZING THE TOWN MANAGER TO WAIVE EXERCISE SUCH WAIVER IN FUTURE YEARS; PROVIDING FOR IMPLEMENTATION AND AN EFFECTIVE DATE.**

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Interim Town Manager Rubach explained that this Resolution refers to Broward County's surtax program, which passed on referendum in 2018. The Commission passed the third amendment to this program earlier in 2025, which changed municipalities' access to surtax funding. Smaller communities have historically had difficulty accessing funds for programs such as community shuttles, which are geared toward the needs of larger communities.

The total amount anticipated by Lauderdale-By-The-Sea in 2025 is \$172,000, which exceeds the \$119,000 the Town would have received under the program's initial proposal. The additional funds are due to the waiver noted in Resolution 2025-47. These funds will fluctuate from year to year as more surtax revenue becomes available.

Commissioner DeNapoli made a motion, seconded by Vice Mayor Strauss, to approve. Motion carried 5-0.

b. Resolution 2025-48: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING THE TOWN MANAGER TO TEMPORARILY ADJUST THE PARKING FEES AND METER RATES TO SUPPORT ECONOMIC AND SEASONAL CONDITIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Interim Town Manager Rubach recalled that this proposal was discussed earlier in tonight's meeting. Resolution 2025-48 would allow the lowering of hourly, daily, and special event rates for a period of up to 120 days. Any duration exceeding 120 days would require Commission authorization. The Town Manager would be permitted to lower the rate by up to 50% of the rate established by the most recent Commission Resolution. The Town Manager would have no authority to raise rates.

Commissioner DeNapoli asked if the Resolution provides any specificity regarding rates, or if it leaves the issue open-ended. He also noted that the proposed pilot program would come back to the Commission at their December 9, 2025 meeting, which is in less than 60 days.

Interim Town Manager Rubach advised that the Mayor had indicated the program would not apply to special events such as Boo!-By-The-Sea and Christmas-By-The-Sea.

Commissioner Graziano stated that he had understood the Commission would establish both the parking rate and the time period for the pilot program at \$2/hour, as recommended by the Mayor, and setting December 9, 2025 as a date certain for further discussion. He asserted that he opposed allowing Staff the authority to establish parking rates, and would prefer that the Commission do so at this time.

Town Attorney Trevarthen explained that previous discussion of this Item at tonight's meeting had indicated that the Interim Town Manager would come to the Commission for approval before changing rates rather than reporting a change after the fact. The Interim Town Manager would only implement the change once the Commission had approved it at a meeting.

Town Attorney Trevarthen continued that the process she had just described would differ from an amendment to the Resolution to specify a time certain program set to expire on December 9, 2025 and carrying a rate of \$2/hour. It was further clarified that the \$2/hour rate would only apply Monday through Friday.

Mayor Malkoon asked if Resolution 2025-48 meant the Interim Town Manager would come before the Commission before enacting any change. Interim Town Manager Rubach confirmed that he would seek consensus from the Commission before proceeding with changes. This would allow parking rates to be updated without requiring a Resolution for each change.

Town Attorney Trevarthen explained that Resolution 2025-48 provides the requested flexibility through delegation of authority. The alternative would be adoption of a short-term lower parking rate which changes the fee schedule to \$2/hour at specific times through December 9, 2025.

Town Attorney Trevarthen also pointed out that the backup materials for Resolution 2025-48 state the Interim Town Manager would report back to the Commission. The proposal at tonight's meeting would have the Interim Town Manager request Commission consensus before making any changes.

Interim Town Manager Rubach continued that at tonight's meeting, he would request Commission consensus to enact the pilot program through December 9, 2025 at the dates, times, and amounts approved by the Commission.

Commissioner DeNapoli reviewed the Commission's options as follows:

- Establish a time certain expiration for a set price determined at tonight's meeting, with pricing to revert to the previous fee schedule on December 9, 2025
- Delegate authority to the Interim Town Manager until the time certain of December 9, 2025 to determine the fee schedule on his own

Commissioner DeNapoli continued that the Resolution could be retitled to refer to a parking fee holiday from the present through December 9, 2025.

Interim Town Manager Rubach suggested that the proposal would mean there is no requirement for a Resolution whenever they wish to make changes to the parking rates; the Interim Town Manager may instead request Commission consensus on changes that he may propose.

Town Attorney Trevarthen suggested that Resolution 2025-48 can be revised to reflect the Commission's vote at tonight's meeting. She requested clarification of whether the Commission wished to actually change the rate with an expiration date of December 9, 2025, or if they wished to delegate authority to the Interim Town Manager, with the delegation set to expire on the same date.

The Commissioners discussed these options, with Vice Mayor Strauss recommending delegation of authority to the Interim Town Manager. He emphasized that the Commission has the option of deciding that the delegation is not working as intended.

Town Attorney Trevarthen confirmed that the only change to the Resolution would be the addition of a time certain for expiration.

Commissioner Graziano stated that while the Commission acknowledges the Interim Town Manager has the Town's best interests in mind, he felt it was the Commission's obligation to make decisions on any budget items. He spoke in favor of the option which would have the Commission establish a parking rate for a specific period of time, to be reevaluated by the Commission at their December 9, 2025 meeting.

Interim Town Manager Rubach noted that either option would require Commission approval, either through consensus or by Resolution. Commissioner DeNapoli reiterated that the Commission may revisit their decision at any time.

Commissioner DeNapoli made a motion, seconded by Commissioner Graziano, to amend Item 18.b to be titled Parking Fee Holiday, immediately effective, at \$2/hour from Monday through Friday, all day, expiring December 9, 2025, to be set for a time certain on that date and at that meeting to come back to the Commission for further determination. Motion carried 5-0.

It was clarified that the pilot program would automatically expire on December 9, 2025; if the Commission wishes to extend the program, Resolution 2025-48 would be brought back to the Commission in the same form.

- c. **Resolution 2025-49: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING A SETTLEMENT AGREEMENT WITH POMPANO BEACH TO REALLOCATE 2023 CHAPTER 175 MONIES FROM POMPANO BEACH TO THE TOWN; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT AND AUTHORIZING THE TOWN MANAGER AND TOWN ATTORNEY TO TAKE ALL ACTIONS NECESSARY TO OBTAIN EXECUTION OF AND IMPLEMENT THE AGREEMENT; PROVIDING AN EFFECTIVE DATE.**

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Interim Town Manager Rubach explained that the 175 monies due to Lauderdale-By-The-Sea's Volunteer Fire Department (VFD) were inadvertently sent to Pompano Beach. The correction of this error has been approved by the VFD Pension Board as well as the Pompano Beach City Commission. Once the Lauderdale-By-The-Sea Town Commission signs off on the correction, the funds can be distributed properly.

Commissioner DeNapoli made a motion, seconded by Commissioner Graziano, to approve. Motion carried 5-0.

20. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 8:35 p.m.

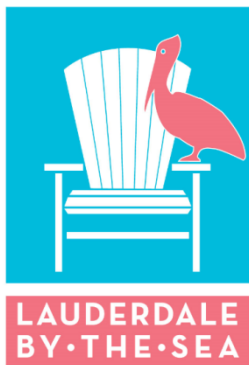
Mayor Edmund Malkoon

ATTEST:

Lauderdale-By-The-Sea
Regular Town Commission Meeting
October 14, 2025

Courtney Easley, Acting Town Clerk

Date



DRAFT
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
REGULAR MEETING MINUTES
Jarvis Hall
4505 N. Ocean Drive
Tuesday, October 28, 2025
6:30 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the meeting to order at 6:45 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Interim Town Manager Ken Rubach, Town Attorney Susan L. Trevarthen, Finance Director Lucila Lang, Assistant Finance Director Edner St. Jean, Assistant Development Services Director David Lee, Acting Town Clerk/Assistant to the Town Manager Courtney Easley, and Events and Marketing Manager Katie Anderson.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION

All present observed a moment of silence.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

None.

5. PRESENTATIONS

a. Epilepsy Awareness Month Proclamation

Mayor Malkoon read a Proclamation recognizing November 2025 as Epilepsy Awareness Month in Lauderdale-By-The-Sea.

b. FY 26 Event Programming

Events and Marketing Manager Katie Anderson presented proposed dates for fiscal year (FY) 2026 event programming. Events include the Town's annual Veterans Day, Christmas-By-The-Sea, Friday Night Music, the Easter Egg Hunt, Taste of the Beach, Dive Into Summer, and the Fourth of July events.

New items proposed for FY 2026 include an IPW Week concert, as well as changes to the Dive Into Summer event based on feedback. Any additional programming proposed for FY 2026 will come before the Commission for consideration, as will any updates to the events proposed above.

The Commissioners discussed the proposed events, with Commissioner DeNapoli suggesting that Taste of the Beach be moved Downtown. Events and Marketing Manager Anderson replied that Staff has begun exploring this possibility as part of a new program for the event. Setup would be similar to Christmas-By-The-Sea with regard to road closures. Commissioner DeNapoli requested that Staff prepare a cost differential for this potential change.

Mayor Malkoon asked if the Town is open to sponsorships and/or partnerships for events. Events and Marketing Manager Anderson confirmed this, stating that communications are sent to Town businesses. Staff will also look toward the possibility of new partnerships.

The Commissioners agreed by consensus with the proposed event dates.

6. PUBLIC COMMENTS

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

The Commissioners agreed by consensus to hear Item 19.a immediately following the Town Manager Report.

7. PUBLIC SAFETY DISCUSSION

None.

8. TOWN MANAGER REPORT

a. Town Manager Report

Interim Town Manager Ken Rubach thanked all who attended the recent Boo!-By-The-Sea event, as well as Staff and volunteers from the Visitors Center who participated.

As part of a proposed public-private partnership (P3) opportunity for the Town, Staff has reviewed three proposals from financial advisors. Staff will bring these back to the Commission for recommendation at the November 18, 2025 meeting.

Interim Town Manager Rubach requested feedback from the Commission regarding potential dates and topics for roundtable events in the first and second quarters of the year. He suggested that they may wish to hold the public safety roundtable in early 2026, as that topic would relate to the P3 proposals.

Vice Mayor Strauss recommended adding a roundtable meeting to discuss Town events such as those presented in Item 5.b, as there is community interest in this topic. The roundtable could address ideas for events, ways to pay for them, and how they may benefit the Town. He suggested that this topic could be addressed in the first quarter after the public safety roundtable.

Mayor Malkoon recalled that other potential roundtable topics he had proposed during a Town budget hearing included economic/business development. Further discussion of the current pilot program addressing parking fees could be part of this conversation as well.

Commissioner Graziano advised that he has scheduled a constituent meeting to discuss El Prado Park, as well as the potential impact of moving the Town's Farmers Market to that location. He felt this topic could be further explored in a roundtable setting focusing on community and civic life.

Interim Town Manager Rubach noted that the Town is currently awaiting permitting from the Florida Fish and Wildlife Commission (FWC), which means construction planned for El Prado Park is unlikely to begin until after the season has begun in 2026. He estimated that the project may take six to eight months, depending upon the availability of contractors and materials.

The Commission discussed scheduling a roundtable discussion of public safety, which could include both the P3 proposals and the status of Fire and Police services, in January 2026. Vice Mayor Strauss recommended a roundtable discussion of budget items in advance of the 2026 budget season. Public safety and the P3 would also be included in this meeting. He pointed out that Fire and Police services may merit their own separate discussion.

Commissioner DeNapoli suggested specifying the topics to be discussed in each roundtable meeting. Vice Mayor Strauss added that he would be comfortable holding more than one roundtable per quarter.

Interim Town Manager Rubach proposed that the public safety roundtable be scheduled in January 2026 in order to give Staff time to fully review contractual documents from public safety providers. No specific date was determined at this time.

Interim Town Manager Rubach continued that at the October 14, 2025 meeting, the Commission and Staff had discussed lowering parking rates to \$2/hour from Mondays through Fridays at Town parking meters. He pointed out that two special events, Veterans Day and Christmas-By-The-Sea, are currently scheduled during this time frame. There was Commission consensus to keep parking rates reduced for the Veterans Day event and to return the rates to \$4/hour for Christmas-By-The-Sea.

Interim Town Rubach noted that the Town's annual Veterans Day event is scheduled for Tuesday, November 11, 2025 in El Prado Park from 10 a.m. to 11 a.m. In the event of inclement weather, the event would be moved to Jarvis Hall.

9. TOWN ATTORNEY REPORT

Town Attorney Susan Trevarthen advised that she would present a separate Agenda Item later during tonight's meeting. She added that another member of her firm would attend the Commission's November 19 and December 9, 2025 meetings.

The following Item was taken out of order on the Agenda.

19. QUASI JUDICIAL PUBLIC HEARINGS

Town Attorney Trevarthen reviewed the requirements for quasi-judicial items, and any individuals wishing to speak on these Items were sworn in. The Commissioners disclosed any ex parte communications related to the Item.

- a. 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 unit 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.

Assistant Development Services Director David Lee explained that the Applicant requests Level 2 Site Plan modification to increase the total permitted hotel units from 14 to 19 at the Buena Vista Hotel, located at 4217-4225 El Mar Drive. The Applicant purchased the subject property in 2023, after which they made a number of enhancements to beautify the site.

The renovation Application is specific to the existing interior space of the building located at 4225 El Mar Drive. No exterior changes are proposed. Both parcels, 4217 and 4225 El Mar Drive, are located within the RM-25 zoning district. Unifying the parcels will result in a site of approximately 0.4 acre, which will bring the maximum allowable density to 20 units. The Applicant proposes a total of 19 units for both sites combined, which is consistent with Code.

The unification of both parcels to a single parcel will also eliminate an existing nonconformity related to the interior side setbacks. Assistant Development Services Director Lee reviewed a rendering of these setbacks between the two buildings, which are in close proximity to one another. Unity of title will eliminate this nonconformity.

Site details include:

- 4225 El Mar Drive is an existing three-story building with 10 hotel units; the Application would increase the number of hotel units in this building to 14
- 4217 El Mar Drive is an existing two-story building with 5 hotel units; no changes are proposed to this building
- 4225 El Mar Drive has dedicated driveway access to El Mar Drive; the Application, as well as the accompanying survey and Site Plans, has been accepted as existing conditions and will establish a current Site Plan of record for the properties

The parking area at 4225 El Mar Drive will be re-stripped to meet dimensional Parking Code standards. The parking area at 4217 El Mar Drive will remain with no modifications. A total of 20 spaces are provided over the two parcels.

The citizen participation meeting required by Town Code Section 30-114 was held on June 19, 2025. A summary of this meeting is included in the Commissioners' Agenda packets. Public notice was mailed appropriately and notice was posted on the property. Notice of the public participation meeting was also posted on the Town's website as

required by Town Code Section 30-139. No public opposition was received. The Planning and Zoning Board met on October 1, 2025 to review the Application and recommended Commission approval.

Staff recommends approval of the Level 2 Site Plan modification to increase density to 19 total units, subject to the conditions outlined in the development order.

Commissioner Graziano asked if the subject property requires on-site staff because it is categorized as a hotel. Assistant Development Services Director Lee advised that the Applicant can speak to their intended use of the property.

Jose Del Toro, Applicant, confirmed that there will be staff on the site at all times.

At this time Mayor Malkoon opened the public hearing, which he closed upon receiving no input.

Commissioner Graziano made a motion, seconded by Vice Mayor Strauss, to approve as presented. Motion carried 5-0.

10. APPROVAL OF MINUTES

None.

11. CONSENT AGENDA

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

None.

14. COMMISSIONER PRESENTATIONS

None.

15. COMMISSIONER COMMENTS

Commissioner Graziano spoke in honor of longtime Terra Mar resident William Ferrante, who consistently contributed to the Town over the last 42 years, including service on the Planning and Zoning Board. Mr. Ferrante passed away earlier in the day.

Commissioner Graziano advised that he and the Interim Town Manager attended a recent meeting of the Chamber of Commerce to review data that could be helpful to the Town. He recalled that he had asked if a causal relationship between the price of parking and business activity had ever been documented. While there has been no study of this nature in the past, the Chamber of Commerce will remain in contact with the Town Manager to discuss other areas of mutual concern.

Commissioner Graziano concluded by recognizing Events and Marketing Manager Anderson's work toward the recent Boo!-By-The-Sea event. He suggested that in the future, Friedt Family Park be considered as a potential location for this event.

Vice Mayor Strauss thanked Broward Sheriff's Office (BSO) staff for their support of Boo!-By-The-Sea. He asked all present to keep the people of Jamaica in their hearts following Hurricane Melissa, and encouraged all residents and veterans to attend the upcoming Veterans Day event at El Prado Park.

16. ORDINANCES 1ST READING

None.

17. ORDINANCES 2ND READING

None.

18. RESOLUTIONS – PUBLIC COMMENTS

- a. **Resolution 2025-50 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING THE TOWN MANAGER TO NEGOTIATE AN INTERIM AGREEMENT PURSUANT TO SECTION 255.065, FLORIDA STATUTES, WITH CORE CONSTRUCTION SERVICES OF FLORIDA, LLC RELATING TO AN UNSOLICITED PROPOSAL FOR THE DESIGN, CONSTRUCTION, FINANCING, AND ONGOING MAINTENANCE OF A COMBINED**

**GOVERNMENT CENTER; PROVIDING FOR IMPLEMENTATION AND
AN EFFECTIVE DATE.**

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Interim Town Manager Rubach explained that on September 17, 2025, Lauderdale-By-The-Sea received an unsolicited proposal for the design, construction, maintenance, and financing of a government center pursuant to Florida Statute 255.065, known as the P3 Statute. The proposal includes two concepts for municipal buildings and facilities for Fire, Emergency Medical Services (EMS), BSO, Commission Chambers, the Community Center, Public Works, and Development Services. The properties involved are located at 4501, 4505, and 4513 N. Ocean Drive.

The two proposed concepts are:

- Replacing the existing building located at 4504 N. Ocean Drive, which houses Fire, Commission Chambers, Community Center, and Community Development Services, and 4513 N. Ocean Drive, which is the current public safety building
- Replacing the entire government campus, including the Town Hall and Public Works buildings

The proposal seeks to enter into an interim agreement with the Town for the project, possibly including terms authorizing the proposer to perform preliminary activities, such as project planning, design development, environmental and financial feasibility analysis, establishment of a process, and scheduled negotiation of a comprehensive agreement. The interim agreement would not obligate the Town to enter into a comprehensive agreement.

The proposal was solicited by Core Construction of Florida, LLC on behalf of a development consortium that plans to form a legal entity that would serve as contracting entity for the project. Core Construction would be a participating member of this consortium.

In accordance with Statute requirements, the Town published notice in the *Florida Administrative Register*, as well as on Broward County's publicly accessible website, announcing receipt of the unsolicited proposal and inviting competing proposals for the same project. Notice was also mailed to each local government in the affected area of the project. The public notice period closed on October 27, 2025. The Town did not receive any other proposals.

Staff recommends that the Town authorize negotiation of an interim agreement with Core Construction for the project, and further authorize Core Construction to assign its right to negotiate with the Town to the legal entity formed for the purposes of serving as contracting entity for the project, subject to the Interim Town Manager's prior written consent.

Interim Town Manager Rubach concluded that the interim agreement is intended to provide a framework for additional due diligence and project evaluation, to be completed before any formal determinations or contract approval for the project are brought forward to the Commission. He emphasized that the Town Commission is not approving any contract or making any findings under the P3 Statute at this time. The authorization is intended only to allow the Interim Town Manager to negotiate an interim agreement that will be brought forward to the Commission for approval.

Interim Town Manager Rubach further clarified that he and Commission liaison Commissioner DeNapoli will work with Core Construction in the beginning stage of the process, which includes review of proposals, concepts, specifications, and potential cost savings. An interim agreement will be brought back to the full Commission for approval.

Mayor Malkoon noted that all pre-development design and due diligence costs during this phase will be paid by the proposer rather than the Town. All studies, reports, drawings, and other work products produced under the interim agreement will belong to the Town, even if the project does not proceed. The Commission must review and approve any negotiated interim agreement before it is signed, and may terminate negotiations at any time without penalty. Staff will keep the Commission informed of the project's progress.

Commissioner DeNapoli made a motion, seconded by Commissioner Poulopoulos, to approve. Motion carried 5-0.

b. Resolution 2025-51 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA REVISING THE TOWN COMMISSION MEETING AND AGENDA PROCEDURES; PROVIDING FOR CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE.

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Commissioner Graziano explained that for purposes of transparency, he felt it would be best to allow additional limited public input prior to Commission meetings. This would include the reading of submitted public comments by the Town Clerk. He recommended that these comments be limited to 150 or fewer words, and must be submitted by 5 p.m. the day before a Commission meeting. He felt this could address any perception that the Commission is trying to eliminate public input.

Commissioner Graziano estimated that Resolution 2025-51 would result in approximately 15 additional minutes to each meeting, depending upon the number of submitted comments.

Commissioner Pouloupoulos observed that he would prefer individuals wishing to express their opinions to attend Commission meetings in person and speak before their fellow citizens. He recalled that public comments submitted by email were previously read at Commission meetings; however, the Commission at that time had eventually voted against continuing that policy, as it required significant effort by the Town Clerk. He did not feel the proposal would improve transparency.

Commissioner Pouloupoulos continued that the proposal provided a means by which individuals could choose not to make their comments in person. He emphasized the importance of encouraging residents to attend meetings and address the Commission directly rather than having emails read.

Commissioner DeNapoli agreed, pointing out that when the public is interested in addressing an issue, they will attend public meetings. He felt the proposed Resolution would add to meeting length and create more work for Town Staff. He cautioned that the proposal could provide an opportunity for gamesmanship by the individuals contributing comments. He also cautioned that the proposal could reduce physical public attendance at meetings.

Mayor Malkoon stated that he also agreed with Commissioners DeNapoli and Pouloupoulos, characterizing the proposal as an example of a policy introduced during the height of the COVID-19 pandemic that has carried over beyond that era. He emphasized that there are many ways to participate in Town Commission meetings, and felt transparency is already afforded to residents who want to contact their Commissioners or submit comments for public record. He concluded that the proposal could result in an additional layer of administrative work for Staff.

Commissioner Graziano stated that the Commission should not deny any participants an opportunity to have their comments read. While he noted that comments submitted via email are attached to the public record of the meeting, he did not believe this was sufficient, and felt the Commission should hear these comments prior to their discussions. He also pointed out that while some residents choose to write to individual Commissioners rather than the entire Commission, the proposed policy would ensure that the full Commission hears what those individuals have to say.

Commissioner Pouloupoulos clarified that his objections were not due to the interest of time at meetings. His intent was to incentivize individuals to participate in civil engagement in person. He recalled that this was why he had voted in the past to discontinue the reading of public comments submitted via email.

Commissioner Graziano noted that not all members of the public may be able to attend meetings in person, recalling that there are instances in which this applies to Commissioners, who are able to participate by phone. He felt the same opportunity should be afforded to constituents.

Commissioner Graziano made a motion to approve. [The motion died for lack of second.]

- c. Resolution 2025-52 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPOINTING KEN RUBACH AS TOWN MANAGER; APPROVING THE EMPLOYMENT AGREEMENT BETWEEN KEN RUBACH AND THE TOWN ATTACHED HERETO AS EXHIBIT “A”; PROVIDING FOR REPEAL OF ANY CONFLICTING RESOLUTION, SEVERABILITY, AND FOR AN EFFECTIVE DATE.**

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Commissioner Pouloupoulos explained that he had volunteered to serve as Commission liaison in discussion of the proposed contract with Interim Town Manager Ken Rubach. He emphasized the importance of establishing a middle ground that is satisfactory to all parties in order to enhance the longevity of the contract.

Commissioner Pouloupoulos recalled that he had requested a proposal from the Interim Town Manager, who had submitted the document as requested. He had discussed the

proposal with the Interim Town Manager, as well as the Town Attorney. The proposal's language was largely based on previous contracts with former Town Managers, although some proposed terms are different from those in prior contracts.

Commissioner Pouloupoulos reviewed the proposed FY 2026 salary, health care, Florida Retirement System (FRS) contribution, and total in comparison to FY 2025 as well as to the FY 2026 budgeted amount. He noted some individual items, pointing out that the severance package for the prior Town Manager included a 20-week severance payment which began immediately upon execution of the contract. This item was negotiated to a 15-week severance payment following service of one year as Town Manager, an 18-week severance after two years, and 20 weeks after the third year.

The Interim Town Manager's proposal for post-term insurance is similarly laddered: after one full year in the position, the Town Manager would have 15 weeks' subsidy of health coverage, followed by 18 weeks after two years and 20 weeks after three years. While the prior Town Manager had an accrued leave payout within 14 days of separation, the proposed term would extend that payout to 30 days from the date of separation.

With respect to salary, Commissioner Pouloupoulos noted that in FY 2025, the Town Manager's salary was \$221,293.78. The proposed budget for FY 2026 includes \$241,327.63. The Interim Town Manager's initial proposal suggested a salary of \$245,000. It was noted that in his previous position as Deputy Town Manager/Public Works Director, the Interim Town Manager earned \$188,000. The proposed salary for his first year as Town Manager was ultimately negotiated to \$237,500, which is less than what is budgeted in FY 2026, less than the prior Town Manager earned in FY 2025, and less than what was requested in the Interim Town Manager's proposal.

Commissioner Pouloupoulos recommended an edit to the proposed contract, pointing out that over the past few years, the Town has adjusted the Town Manager's salary based on a performance-based cap of 5%. The amount of the increase was typically based on the average score submitted by the five Commissioners in their review of the Town Manager's performance. Commissioner Pouloupoulos suggested that this practice be replaced with a cost of living adjustment (COLA) cap rather than a merit-based cap, which would require amendment of the proposed contract. This percentage is not expected to have the same impact on the budget year-over-year as the previous merit-based cap. Interim Town Manager Rubach indicated that he also found this proposal satisfactory.

Commissioner Pouloupoulos also addressed International City/County Management Association (ICMA) certification, which provides accreditation for municipal managers.

The Interim Town Manager's proposal had requested a \$5,000 bonus to accompany candidate designation and a \$10,000 bonus for manager designation. Commissioner Poulopoulos advised that both parties agreed this proposal would be eliminated.

Regarding vacation accrual rates, Commissioner Poulopoulos noted that the prior Town Manager would have had 25 days' accrued vacation time in FY 2026. The Interim Town Manager had proposed this same amount at the execution of his contract, while the Commissioner had recommended keeping this time at the Interim Town Manager's current rate of 20 days' accrued vacation, to be increased to 25 days in two years.

Commissioner Poulopoulos noted that he had not proposed changes to the 457 retirement item, as the Town has little say in this. The Town Manager's residency requirement specified a 15-mile radius, which was changed to a 30-mile radius with both the Commissioner's and the Interim Town Manager's agreement.

Regarding creation of an Action Plan, Commissioner Poulopoulos recalled that in previous years' discussions, the Commission had determined that this was not a practical requirement due to the fluid nature of the Town Manager's responsibilities. He recommended that the Commissioners meet individually with the Town Manager and explain their goals and priorities at that time, to be discussed again when the Town Manager is up for evaluation.

While the prior Town Manager was provided with a \$600 monthly vehicle allowance, the Interim Town Manager already uses a car from the Town. Commissioner Poulopoulos advised that this would continue going forward. Town Attorney Trevarthen noted that this is a typical aspect of City or Town Managers' contracts.

Commissioner Poulopoulos concluded by thanking the Interim Town Manager for his participation in the discussions, and invited questions from the other Commissioners. He was confident that the Interim Town Manager is the right person to serve as Town Manager.

Vice Mayor Strauss thanked Commissioner Poulopoulos for representing the Commission during the negotiation process. He also acknowledged that the vehicle provision or allowance is now standard practice, and the proposed contract is consistent with the needs and demands of a South Florida community.

Commissioner Graziano requested clarification of the difference between the FY 2025 Town Manager's contract and the proposed FY 2026 contract. Commissioner Pouloupoulos clarified that the budgeted difference is approximately \$42,000.

Commissioner Graziano also asked for more information regarding the rationale behind expanding the radius of the residency requirement. Interim Town Manager Rubach explained that he had not wanted to contractually require himself to remain in one area.

Commissioner Graziano asked if all Town Staff would be subject to the same COLA as proposed for the Town Manager. Interim Town Manager Rubach replied that the intent of the proposed Town Manager COLA was to limit the increment by which that position's salary could increase every year.

Commissioner Graziano asked if this would mean the Town Manager would not receive an annual merit evaluation. Commissioner Pouloupoulos asked if the Town could retain the option to provide a merit evaluation which may include a bonus, or if that option would need to be written into the Town Manager's contract. His understanding was that the Commission would not return to the previous system of providing increases under the 5% rubric.

Town Attorney Trevarthen advised that based on the Commissioner's presentation, the final sentence of Section 6.3 of the contract, which referred to "other adjustments of salary up to 5%" which may be given in the form of a bonus if the employee met certain performance goals and objectives, would be deleted. Commissioner Pouloupoulos confirmed this. Town Attorney Trevarthen stated that if this and any similar language is removed from the contract, there is no provision for a bonus; however, should the Commission decide to provide the Town Manager with a merit increase, they may amend the contract.

Town Attorney Trevarthen added that it is customary for a contract to include a provision relating to performance review, as well as eligibility for compensation related to performance.

Commissioner Graziano concluded that he was comfortable appointing Interim Town Manager Rubach as Town Manager. Interim Town Manager Rubach indicated that he was also comfortable with the proposed contract.

Town Attorney Trevarthen further clarified that the language of Section 6 of the proposed contract states the Town Commission may increase the salary, holidays, leave, or

benefits granted to the Town Manager, or may grant a high-performance award to be paid in a lump sum amount if the Town Manager meets certain agreed-upon performance goals and objectives. Commissioner Pouloupoulos recalled that this language was in the prior Town Manager's contract and gives the Commission leeway to decide if they would like to take action without revising the entire contract. Town Attorney Trevvarthen stated that any motion to come on the Item would need to delete this last sentence from Section 6.3.

Commissioner DeNapoli stated that while he agreed the request for proposal (RFP) process would not be necessary, he wished to clarify information related to the prior Town Manager's monthly car allowance. Interim Town Manager Rubach explained that he would retain the same car he currently uses, which was leased when he was Public Works Director. The policy includes gas and maintenance within the Tri-County area.

Commissioner DeNapoli observed that this made sense when taken in conjunction with the residency requirement, as leased cars are subject to mileage consideration; however, he stated that he considered the car provision to be an example of government waste, and asserted that lease costs increase with higher mileage.

Finance Director Lucila Lang reviewed a Town invoice from lease provider Enterprise, noting that these invoices include a lease amount but do not charge the Town per mile traveled. Commissioner DeNapoli concluded that he felt the car provision should be phased out as a waste of government money, with no reflection intended on either party that had participated in the negotiations.

Commissioner DeNapoli also requested clarification of what would have been the Interim Town Manager's salary as Deputy Town Manager/Public Works Director. Interim Town Manager Rubach clarified that the salary for that position would have been \$188,000 in FY 2026; at present, his salary as Interim Town Manager is \$200,000. Commissioner DeNapoli advised that he would be more comfortable with a lesser increase than proposed, such as \$225,000 instead of \$237,500.

Commissioner DeNapoli also recommended greater clarification of the proposals for a COLA or bonus, noting that the COLA is based on the consumer price index (CPI) for the Tri-County area. This would take effect in lieu of the prior grading system, which he had felt was an example of "grade inflation," as it could be perceived as guaranteeing the Town Manager a minimum increase of 3%. He expressed concern that the proposed new procedure would still issue a "grade," but there would be no formula tied to its determination.

Commissioner Pouloupoulos stated that he did not believe a rubric was necessary to evaluate the Town Manager's performance; instead, his recommendation was for one-on-one discussions with the Town Manager, followed by an Agenda Item at a Commission meeting so all the elected officials could discuss their insights in a public forum. Commissioner DeNapoli stated that he also preferred this proposal to a grading rubric.

Commissioner DeNapoli reiterated that the car provision should be phased out, as it has no bearing on the Town Manager's duties and serves no clear purpose. He also felt the salary was slightly high, particularly due to the likelihood of guaranteed COLA increases. It was clarified that the 2025 CPI for the Tri-County region of South Florida is 2.5%, and is the same CPI used to determine Commissioners' increases.

Commissioner DeNapoli stated that the Agenda Item Report refers to "COLA established by Town" rather than by CPI, and recalled that the Commission had previously had lengthy discussions on the meaning of COLA. Finance Director Lang advised that during her tenure with the Town, a COLA has only been provided to Staff once. This was separate from the COLA used for Commissioners.

Finance Director Lang continued that the COLA for staff was based on the recommendations of the Town's Human Resources Compensation/Classification (HRCC) study. Town Attorney Trevarthen noted again that this COLA applied to other Town employees, not the Town Manager's contract. The former Town Manager did not receive a CPI-based COLA, but received an amount approved by the Commission following her review.

Interim Town Manager Rubach recalled that during his tenure with the Town, the thought process had been to budget a 3% COLA for both Town Staff and the Town Manager. He did not recall any Town employees receiving a COLA outside the results of the HRCC study, although he acknowledged that there may have been a year in which Staff "as a whole" received a COLA. He added that any COLA proposal would have been recommended to the Commission by Staff during budget discussions, with the final decision belonging to the Commission.

Commissioner DeNapoli characterized the COLA related to the HRCC study as a formulaic COLA rather than one based on a published index. He stated that the proposed contract would create a formulaic COLA based on the CPI. The Commission would also have the option of providing a separate bonus or payment.

Town Attorney Trevarthen explained that the Town Manager's evaluation form had originally been developed by former Town Manager Connie Hoffmann in response to direction from the 2010 Commission. She noted that many municipalities and counties use similar forms to provide structure to the evaluation process; it is up to the Commission to change that process if they wish. She reiterated that removing the final sentence of Section 6.3 would also remove any formulaic relationship between the performance review process and a specific bonus.

Commissioner DeNapoli asked which COLA would be used for the purposes of the contract. Interim Town Manager Rubach suggested that the Commission use the COLA established in June of each year, which is used for budgeting purposes.

Commissioner DeNapoli also noted that there are various different CPIs which are calculated including or excluding specific items. Finance Director Lang replied that the Town uses the Tri-County CPI for June. Commissioner DeNapoli reviewed previous year-over-year June CPIs for the Tri-County area, stating again that in a highly inflationary environment, the CPI can increase significantly.

Interim Town Manager Rubach suggested that the contract's language be the same as the language used to determine the Commission's CPIs, which are based on the June CPI. Commissioner DeNapoli agreed with this proposal.

Commissioner DeNapoli commented that he was unlikely to vote for the proposed contract unless the automobile provision is phased out, and reiterated his concerns with the contractual amount based on prior pay as well as the possibility of a large CPI. Commissioner Pouloupoulos observed that the concept of CPI is based on keeping individual salaries in line with the costs of living; if this is not done, the contract is effectively devalued.

Commissioner DeNapoli recommended adding language specifying the use of the June COLA as well as lowering the contractual amount to \$225,000 and removing the final sentence in Section 6.3.

Commissioner Graziano pointed out that the amount proposed by Commissioner DeNapoli was not the amount that resulted from negotiations. He also requested more information regarding the car provision, asking for clarification of the lease period. Interim Town Manager Rubach replied that the Town's leases renew every five years. Commissioner Graziano asserted that this meant the Town would continue to have the

car for the duration of that lease period, and it could be expensive for the Town to discontinue the lease by buying it out.

Commissioner Graziano continued that the Interim Town Manager was provided with a car by a former Commission in order to meet the requirements of his former position as Deputy Town Manager/Public Works Director. Interim Town Manager Rubach confirmed that he has had the vehicle for roughly two years and has accrued fewer than 12,000 miles on it.

Commissioner Graziano concluded that unless the Interim Town Manager indicated willingness to accept changes that had not been part of the negotiations, he felt the Commission should move forward to approve the Resolution.

Commissioner Pouloupoulos stated that one consideration during negotiations had been the environment into which a new Town Manager would be entering. He pointed out that Staff is currently short-handed and the Interim Town Manager has assumed many other responsibilities during this time. This was considered when compensation was negotiated. He emphasized the importance of ensuring that the Town Manager was satisfied with the compensation for the work he performs for the Town, and also acknowledged that there were significant conciliations made by the Interim Town Manager during negotiations.

Commissioner Pouloupoulos continued that while he shared other Commissioners' concerns regarding the car provision, this was the norm for many municipalities. Commissioner DeNapoli stated once again that he felt this practice should be phased out as an unnecessary benefit. Interim Town Manager Rubach indicated he would not agree with this suggestion as part of the current contract.

Vice Mayor Strauss stated that he did not take issue with providing the Town Manager with a car. He pointed out that there are examples of both municipalities and Police employees who receive car allowances or provisions as benefits, which he felt could be useful in attracting and retaining a good Town Manager.

Mayor Malkoon advised that he was also in favor of phasing out the car provision, and thanked the Interim Town Manager and Commissioner Pouloupoulos for their negotiations.

Commissioner Pouloupoulos reminded his fellow Commissioners that any motion on this Item would need to include the change to the language of the final sentence of Section 6.3, as previously noted.

Commissioner Poulopoulos made a motion to approve the proposed contract with the removal of the last sentence in paragraph 6.3.

Commissioner DeNapoli seconded the motion with an amendment to phase out the vehicle provision upon first renewal of the lease.

It was estimated that the lease in question would be up for renewal in three years.

Interim Town Manager Rubach asked what would happen regarding the proposed contract if he did not agree to the proposed amendment. Town Attorney Trevarthen replied that this would mean the contract cannot be approved tonight and negotiations would resume.

It was further clarified that Commissioner Poulopoulos would need to accept or decline Commissioner DeNapoli's proposed amendment. Commissioner Poulopoulos stated that he would not accept the amendment.

Commissioner DeNapoli withdrew his second of the motion.

Vice Mayor Strauss seconded Commissioner Poulopoulos's motion as he had stated it, including the amendment to Section 6.3.

Commissioner Poulopoulos stated that he wished to clarify his reason for declining to accept the amendment: the Town Manager's contract may be up for renegotiation in three years, at which time there would be no lease for a car and therefore no need to agree on it.

Commissioner DeNapoli asserted once more that he would not vote in favor of the contract due to the car provision, and recommended that the Commission determine when the lease would be up for renewal so there could be further discussion of phasing it out.

Commissioner Poulopoulos pointed out that he did not wish to include an amendment regarding the car provision in the current contract, as the Interim Town Manager is already using a Town vehicle and had done so as Public Works Director.

Commissioner DeNapoli asked if the **motion** and **second** would also establish the CPI dates in addition to amending the language of Section 6.3.

Commissioner Pouloupoulos and Vice Mayor Strauss amended their motion and second to specify use of the June CPI figure, and for the language referring to the CPI mirror the language applied to the CPI for Commissioners.

Finance Director Lang clarified that the car currently used by the Interim Town Manager has a 60-month lease term, of which 19 months have passed. There are 41 months remaining on the lease.

Motion carried 4-1 (Commissioner DeNapoli dissenting).

Town Manager Rubach thanked the Commission and Town Staff for the opportunity to continue serving the Town.

- d. Resolution 2025-53 – A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING PARTICIPATION IN A LAWSUIT SEEKING, AMONG OTHER THINGS, TO DECLARE THAT SENATE BILL 180’S IMPOSITION OF A BLANKET STATEWIDE PROHIBITION ON THE EXERCISE OF HOME RULE AUTHORITY OVER LAND USE AND ZONING REGULATIONS, IS UNCONSTITUTIONAL AND SHOULD BE ENJOINED, AND RETAINING WEISS SEROTA HELFMAN COLE + BIERMAN, PL TO PROSECUTE THE LAWSUIT.**

At this time Mayor Malkoon opened public comment, which he closed upon receiving no input.

Town Attorney Trevarthen explained that Senate Bill (SB) 180 was enacted during the last session of the Florida Legislature. At that time, the bill included provisions that had not appeared in its earlier versions, and was signed into law despite activity opposing those provisions and requesting a veto.

Sections 18 and 28 of SB 180 would strip home rule power over land use and zoning from municipalities. Section 28 establishes a period retroactive to August 1, 2024 and prospective to October 1, 2027, while Section 18 permits home rule to be stripped again in one-year increments in the event that Broward County is named during a certain kind of hurricane declaration. The preemption is not limited to whether or not Broward County experiences a storm or any damage from it, nor is it limited to the protection of properties that are damaged by a storm.

For these reasons, many municipalities have expressed concern with the passage of SB 180 and have requested that their counsel look into whether or not there was a basis on which it could be challenged. When it was determined that such a basis existed, the lawsuit was filed at the end of September 2025. Nearly 30 municipalities and counties across Florida have chosen to participate in the suit.

Town Attorney Trevarthen emphasized that the impact of the bill is limited to new exercises of home rule authority. The legislation does not disturb the Town's current regulations, such as zoning law and the Comprehensive Plan; however, if the Town enacts any new legislation that could be perceived as "more restrictive or burdensome," which is not defined by the bill, the Town would be at risk of lawsuits and the potential payment of plaintiffs' attorneys' fees. Updating the Comprehensive Plan would also pose a risk, as the state could refuse the update.

Commissioner DeNapoli requested clarification of what the proposed lawsuit may accomplish. Town Attorney Trevarthen explained that the suit seeks to remove Sections 28 and 18 of SB 180 under a number of different theories which assert that the legislation is improper and should be enjoined by the court.

Town Attorney Trevarthen added that there are already steps underway to potentially change SB 180 in the coming Florida legislative session. It is not yet known whether or not these efforts may be successful.

The suit was initiated on behalf of several clients and other municipal attorneys who reached out to Weiss Serota Helfman Cole & Bierman. Not all of these entities are clients of the firm, and the municipalities and counties are from across the state of Florida. Town Attorney Trevarthen emphasized that it is the Commission's decision whether or not to join the suit.

Commissioner DeNapoli asked if the suit is related to preserving height limits within Lauderdale-By-The-Sea, or could potentially affect those limits. Town Attorney Trevarthen advised that SB 180 prevents the Town from taking actions in the future which are more restrictive or burdensome, retroactive to August 1, 2024. While the Town's height limits predate that time frame, there may be unexpected activity within the next three years or within the one-year increments, based on future hurricanes. During those time frames, the Town may want to enact more restrictive legislation that could be related to height limits.

Commissioner DeNapoli observed that adding the Town to the suit would cost \$10,000. Town Attorney Trevarthen stated that this is the basis upon which all plaintiffs are represented. In the event of future appeals, potential payments may also be a possibility.

Commissioner DeNapoli requested additional information regarding the cost of adding the Town to the suit. Town Attorney Trevarthen stated that some structure for payment was required in order to bring the litigation; in addition, the firm has determined from previous experience with litigation on behalf of multiple local governments that it is necessary to take an even-handed approach and treat all participants the same way. She further clarified that the cost is not only a payment for filing the complaint, but to litigate the entire issue.

Commissioner DeNapoli asked if the Town would pay hourly rates related to the suit. Town Attorney Trevarthen clarified that hourly rates are unrelated to the legislation. The cost of trial litigation is a flat rate of \$10,000 per municipality or county.

Commissioner Pouloupoulos observed that 25 municipalities are already participating in the complaint as plaintiffs. He noted that the suit is being filed with or without the Town's participation, suggesting that this meant the Town would benefit from it in any case. Town Attorney Trevarthen advised that if the firm successfully secures injunctive relief, they would argue that every municipality in Florida should similarly benefit from that relief. This does not mean, however, that the state would not argue that the benefit should be limited to plaintiffs.

Commissioner Pouloupoulos confirmed that in the past, the state has made arguments of this nature, limiting at least temporary injunctive relief during litigation and/or appeal to the plaintiffs. Town Attorney Trevarthen reiterated that while the firm will argue in favor of injunctive relief for all municipalities, this will ultimately be decided by a judge. She emphasized that the preferred outcome for this issue would be for the Florida Legislature to address the bill itself.

Commissioner Pouloupoulos asked what would happen regarding the retainer fee if the Town pays to participate in the suit and the Florida Legislature then changes the legislation. Town Attorney Trevarthen stated that the firm has worked on the suit for months and would continue to seek injunctive relief in the interim. She characterized the Item as an opportunity for the Town but not a recommendation.

Commissioner Pouloupoulos requested clarification of the current status of the case. Town Attorney Trevarthen replied that it has been filed, but no developments have occurred thus far. The firm is in the process of pursuing preliminary injunctive relief as the first step.

Commissioner Pouloupoulos also requested clarification of the reason the suit has been filed in Florida's Second District Court of Appeals (DCA). Town Attorney Trevarthen explained that the suit must be filed within that jurisdiction because it is where the agencies charged with administering SB 180 are located.

Commissioner DeNapoli observed that the Town has not passed any legislation that might require injunctive relief. Town Attorney Trevarthen explained that the more accurate question would be whether or not the Town has taken any legislative action since August 1, 2024, or would do so within the next years, which might be considered more restrictive or burdensome. While the Town has not amended its Comprehensive Plan, it has made changes to land development regulations. The fact that there is no definition to the terms "more restrictive or burdensome" means that any party, even one not affiliated with the state, would be able to sue.

Commissioner DeNapoli noted that the Florida Legislature's next session will begin in January 2026, and pointed out that the issue could be decided by then. The Legislature may also choose to revisit SB 180 as a "glitch bill" and correct any unanticipated mistakes. Town Attorney Trevarthen again emphasized that it is the Town's choice whether or not to participate.

Mayor Malkoon noted that both Fort Lauderdale and Pompano Beach are participants in the suit. Town Attorney Trevarthen confirmed that the municipalities represented in the bill are from across the state of Florida.

Commissioner Graziano observed that while he has traditionally opposed paying more to counsel than their hourly rate, the Town has budgeted funds from which the \$10,000 could be taken for legal use. He asked if the number of participants in the suit might make a difference, particularly if they comprised a majority of South Florida and Broward County municipalities and counties. Town Attorney Trevarthen reiterated that the participating municipalities are from across the state.

Commissioner Graziano asked if the existence of the suit could influence the Florida Legislature to reconsider its actions. Town Attorney Trevarthen replied that the Legislature is seriously discussing revisiting SB 180, which she did not believe was a coincidence; in addition, cities and counties have experienced difficulty with the

implementation of the bill, which has invalidated large portions of some communities' Comprehensive Plans and Code updates. The lack of definition regarding more restrictive or burdensome items may also be concerning with regard to implementation.

Town Attorney Trevarthen concluded that the firm would not bring forward a suit of this nature without a minimum number of plaintiffs, as participation from a range of communities that have different characteristics sends a message.

Commissioner Graziano commented that it is possible the Town will benefit from the suit whether or not they choose to participate in it. He concluded that he did not oppose the Resolution.

Mayor Malkoon observed that while the Town has not recently passed legislation that may be affected by SB 180, the issue is one of home rule.

Town Manager Rubach advised that the Town has begun compiling documentation for Comprehensive Plan review, and SB 180 would have a significant impact on updating that Plan should it continue to exist. He added that the bill could potentially impact the Town even if a storm does not directly affect it.

Mayor Malkoon requested more information on what might be considered more restrictive or burdensome. Town Attorney Trevarthen stated that without defining these terms, any individual who does not agree with action taken by a community would be able to bring forward a suit against it. The language of the bill does not include modifying terms such as "substantially" or "materially."

Commissioner Graziano made a motion, seconded by Mayor Malkoon, to participate. Motion failed 2-3 (Vice Mayor Strauss, Commissioner DeNapolì, and Commissioner Pouloupoulos dissenting).

19. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 9:10 p.m.

Mayor Edmund Malkoon

Lauderdale-By-The-Sea
Regular Town Commission Meeting
October 28, 2025

ATTEST:

Courtney Easley, Acting Town Clerk

Date



Agenda Item No: 11.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Katie Anderson, Events & Marketing Manager

Submitting Department: Administration

Item Type: Action Item

Agenda Section: CONSENT AGENDA

Subject Title: Special Event Application: Feast of the Holy Epiphany 01.06.26

Explanation: Father Peter Zougras (the "Applicant") of St. Demetrios Greek Orthodox Church has submitted a Special Event Application (**Exhibit 1**) for the Feast of the Holy Epiphany (the "Event"). The event is scheduled to take place on Tuesday, January 6, 2026. This Event is a recurring event and has previously taken place in Town.

The Feast of the Holy Epiphany Tuesday, January 6, 2026	
Setup Begins	8:00 AM
Event Start	9:00 AM
Event Ends	2:00 PM
Cleanup Concludes	3:00 PM

The Event is designed to take place in the South portions of the Beach Pavilion Plaza and Connie Hoffmann Plaza. With this arrangement, Aruba Beach Cafe seating is not impacted. Approximately 75 attendees are anticipated.

Programming for the event will consist of a ceremony in the Plaza, followed by a dove release and cross retrieval on the beach, concluding with lunch at Anglin Beach Cafe.

As a 501C-3 organization, the Applicant has requested that the Town waive any fees associated with the Event. This has been approved by the Commission in previous years and falls in line with the decisions awarded to other religious-affiliated events that take place in the Town, such as the Chanukah Festival and Easter Sunrise Service.

APPLICABLE FEES PER RESOLUTION 2024-29 (EXHIBIT 2)

Plaza Event Application Fee (Submitted at least 60 days prior to event date)	\$125
Out of Town Non-Profit Organization Plaza Usage Fee (Ocean Pavilion)	\$425 per day
Out of Town Non-Profit Organization Plaza Usage Fee (Connie Hoffmann Plaza)	\$425 per day
Total:	\$975.00

The Applicant is requesting that Town staff bag the beach showers directly East of the Pavilion prior to the Event's start time.

Recommendation: Staff recommends approval of the Special Event Application based on the conditions outlined in the Event Permit (**Exhibit 3**) and the waiver of the applicable event fees (\$975 value).

Exhibits:

1. Sp. Event App. Feast of the Holy Epiphany 01.06.26
2. Resolution 2024-29
3. LBTS Permit_FeastoftheEpiphany_01.06.26



SPECIAL EVENT APPLICATION

We are thrilled you are interested in hosting your event with the
Town of Lauderdale-By-The-Sea!

PRIVATE EVENT	SPECIAL EVENT
Application due at least 30 days prior to event date	Application due at least 60 days prior to event date
Event anticipates 25 guests or more	Any event being advertised to the general public.
NOT being advertised to the general public	

Late application fees will apply if submitted within the designated submission window.

Special Event Applications must go before the Commission for final approval. You will be notified when your application has been approved by staff and has been assigned to a commission meeting agenda. While not mandatory, attendance at your designated meeting is recommended.

This application can be found on our website at www.lbts-fl.gov/town/docs.htm. We ask that you please complete the application and return to events@lbts-fl.gov.

An application is considered complete when:

- All applicable sections of the application are completed.
- Detailed site map is included.
- Application fee of \$125* has been paid (*or late fee if applicable).

If the applicant is seeking sponsorship / co-sponsorship from the Town of Lauderdale-By-The-Sea, a Statement of Benefit is required by Town Code and shall be included with your application.

Please keep in mind – Turtle Nesting Season runs March 1st through October 31st. If any activities are to take place on the sand, the Event organizers shall ensure a minimum buffer of 10 feet is kept clear around any marked turtle nests, or any areas that appear to be a new nest. All activity is to stay away from active nests. No holes are to be dug in the sand west of the high tide line.

For any questions, please reach out to the Events & Marketing Manager.

We look forward to assisting you!

Katie Anderson
Events & Marketing Manager
katiea@lbts-fl.gov • 954-640-4209



SPECIAL EVENT APPLICATION

EVENT DETAILS

Name of Event: The Feast of the Holy Epiphany

New Event: Returning Event: ☒

Day(s) + Date(s) of Event: Tuesday Jan, 6th 2026

Proposed Location of Event: 1/2 of pavillin 1/2 of open plaza

How many total people do you anticipate onsite at any peak time?

Participants: 75 Spectators: 75 Volunteers: 12

ACTIVITY	DAY	TIME
Start of Setup:	Jan 6	8 am
Start Time of Event:	Jan 6	9 am
EVENT	Jan 6	
End Time of Event:	Jan 6	2 pm
Cleanup Completed By:	Jan 6	3 pm

HOST OR SPONSORING ORGANIZATION

Name: Fr. Peter Zougras S. + Demetrios Greek Orthodox Church

Address: 820 NE 14 AVE Ft Lauderdale 33304

Is applicant a non-profit organization (501 (c) (3)? ☒ YES ☐ NO

PERSON SUBMITTING APPLICATION ("Responsible Party")

Name: F.R. Peter Zougras St. Demetrios
Address: 820 NE 14 ave Ft Lauderdale 33304
Phone: 954 467 1515 Email: FRZOUGRASSTDEMETRIOS
.ORG

ON-SITE EVENT REPRESENTATIVE

Same as above

Name: Spiro Marchelos
Address: 2 commercial blvd
Phone: 954 629 5099 Email: maccheles@aol.com

REQUEST FOR TOWN INVOLVEMENT

Are you requesting Town be involved with this event in any way?

YES ☒ NO

If yes, please describe: Bag Showers at pavillion
7am - 4pm (Pavillion)

SOUND SYSTEMS

The event sound systems shall be operated so as not to violate the Town's code, including and especially Section 13-6, Noise Limitation. Violations of the Town's noise ordinance are grounds for immediate termination of the source of the noise and potentially the event.

Do you plan to use amplified sound?

- ☒ Proposed amplified sound / speaker system
☒ Proposed live music
☒ Planned recorded music
☒ Do you require electrical connections for any of the above?

If yes, which? _____

TENTS, CANOPIES, STAGES, BLEACHERS

Tents are generally defined as temporary structures having two or more sidewalls or drops.

A canopy is a tent without sides.

All tents or canopies larger than 120 sq. feet, multiple canopies without separation, and stages require a building permit. The use of tents or larger canopies requires approval of the Fire Marshal and are required to have building permits obtained via the LBTS building department prior to the event.

Manufacturer's labels are required to be attached to tents and canopies.

Rental agencies shall provide documentation of the flame spread labeling of 25 or less submitted with the application.

Stages and bleachers shall include product approvals that are supplied by the manufacturer.

Indicate if any of the following will be assembled at the event and include locations on your site map. Please list sizes and numbers of each:

Tents: N

Canopies: N

Stages: N

Bleachers: N

Size & Load Max: _____

UTILITIES

All utilities requirements shall be approved by the Director of Development Services and the Fire Marshal prior to application submission to the Town Commission. Depending on location of the event, electric and/or water may be available from the Town for a fee.

All electrical requests shall meet the requirements of the Florida Building Code with final approval from the Town's Building Official at least 30 days prior to the event.

Will any electrical equipment be installed in conjunction with the Special Event (i.e. lighting, outlets for cooking, etc.)?

_____ YES ☒ NO

If the event requires the following on public property, list what equipment is to be installed and locations (include voltage, amperage, and phases of wiring) as well as vendor name providing the equipment.

 N Electrical Power: _____

 N Water: _____

 N Gas, Propane, BBQ Grills, Generators: _____

N Fuel Storage: _____

SIGNAGE

All signage should be included in the application. Information about signage shall include location, colors, size, and number of signs. Indicate signs to be placed in any right of way that directs traffic to the event. Signage is subject to approval and shall not be installed without permission.

Are you requesting permission to erect signage for this event?

____ YES ✓ NO

If yes, please describe: _____

RESTROOMS

Permit holder is required to obtain written approval from Town establishment if said establishment is allowing participants to use their restroom facilities.

Number of additional Town restrooms being provided: N/A
(Please include on site plan)

TRAFFIC CONTROL / STREET CLOSURES

Street closures may be required at the Permit Holder's expense.

Are you requesting that any public streets be closed for the event?

____ YES ✓ NO

If yes, please indicate the streets and times the closure is being requested:

none

Are you requesting the reservation of any Town parking spaces for the event?

____ YES ✓ NO

If yes, please indicate which and how many spaces are being requested:

All parking fees are to be paid at least 30 days prior to the event.

VEHICLES

Are you requesting permission to drive or park on Town grounds?

☐ YES ☒ NO

If yes, please indicate the type(s) of vehicles, locations, and times that are being requested:

Permit Holder shall be responsible for any damage to Town property.

OFF DUTY POLICE / CODE COMPLIANCE OFFICERS

Off duty police are required, at the Permit Holder's expense, for street closures, events with alcohol or large crowds, as determined by the Broward Sheriff's Office. Large events may require a Code Compliance officer to ensure compliance with Town's codes.

Do you anticipate needing off duty police officers for your event?

☐ YES ☒ NO

Do you anticipate needing code compliance officers for your event?

☐ YES ☒ NO

ALCOHOL

State license is required to be submitted to the Town at least 30 day prior to the event.

Are you planning on selling alcoholic beverages at the event?

Please note beverage stations on site map.

☐ YES ☒ NO

If yes, has a liquor permit been obtained by the State of Florida?

☐ YES ☐ NO

Contact information for all license holders who will be providing alcohol:

FEES

Are there any fees or donations that will be collected on site from participants or spectators?

____ YES ☒ NO

If yes, please describe: _____

CONCESSIONS

Are you planning to have any kind of concessions? ____ YES ☒ NO

If yes, has the Florida Health Department approved the food vending site plans?

____ YES ____ NO

Is the food provided by a nonprofit organization? N/A YES N/A NO

Is the food: ____ Free of charge? ____ For sale?

Do all food vendors have a temporary food service permit? N/A YES N/A NO

Please list the type(s) of food that will be served: _____

Are you requesting any of the following types of cooking equipment to be used on site?

- | | | |
|--|--|---------------------------------------|
| ☐ Charcoal Grills | ☐ Fryers | ☐ Open Fires |
| ☐ Propane Grills | ☐ Smokers | ☐ Hoods |
| ☐ Concession Trailers | ☐ Warmers | ☐ LP Tanks |
| ☐ Sterno | ☐ Refrigerators | ☐ Other: _____ |

SALE OF MERCHANDISE

Are you requesting approval to offer other items for sale at the event?

____ YES ☒ NO

If yes, please describe: _____

ANIMALS

Any exhibition or similar undertaking in which animals are required to participate in performance for the amusement or entertainment of an audience is subject to Town Commission approval.

Are animals included in your event? ☒ YES ☐ NO

If yes, please describe: Three white doves
(Release of Doves)

FIREWORKS

Fireworks require a separate approval process and application.

Are you requesting approval to discharge fireworks at the event?

☐ YES ☒ NO

RIDES

Rides or other amusement may require a State of Florida inspection. Copies of contracts with any providers of rides, mechanical devices, and amusements shall be submitted to the Town at least 30 days prior to the event.

Are rides included in your event? ☐ YES ☒ NO
(i.e. mechanical, electrical, inflatable, bounce houses, slides, etc.)

If yes, please describe: _____

VENDORS

A list of all vendors with the company name is required for initial approval and a final list is required at least 30 days prior to event and subject to approval (please add on a separate page).

FIRE WATCH / EMS ONSITE

If required by the Fire Marshal, the applicant shall provide a fire watch and / or an EMS Crew during the event. Large events or those using combustible materials shall require qualified stand-by personnel and the appropriate equipment, the cost of which is at the responsibility of the Permit Holder.

I understand that Fire Watch or EMS Services may be required at the Event's expense

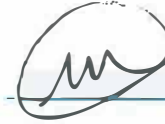
Initial: 

NO BALLOONS RELEASED

When balloons are released over the ocean, they become a major source of pollution and significantly increase the mortality rate among sea turtles, birds, and other marine life. To help reduce the threats caused by balloons, I agree that there will be no balloons at this event and that I have been informed that the release of balloons is illegal under Florida Statute 379.233. Failure to abide by this requirement will result in the cancellation of the current event and denial of future special event permits.

I agree no balloons will be released.

Initial: _____

A handwritten signature in black ink, consisting of a stylized 'M' or 'W' shape, is written over a horizontal line.

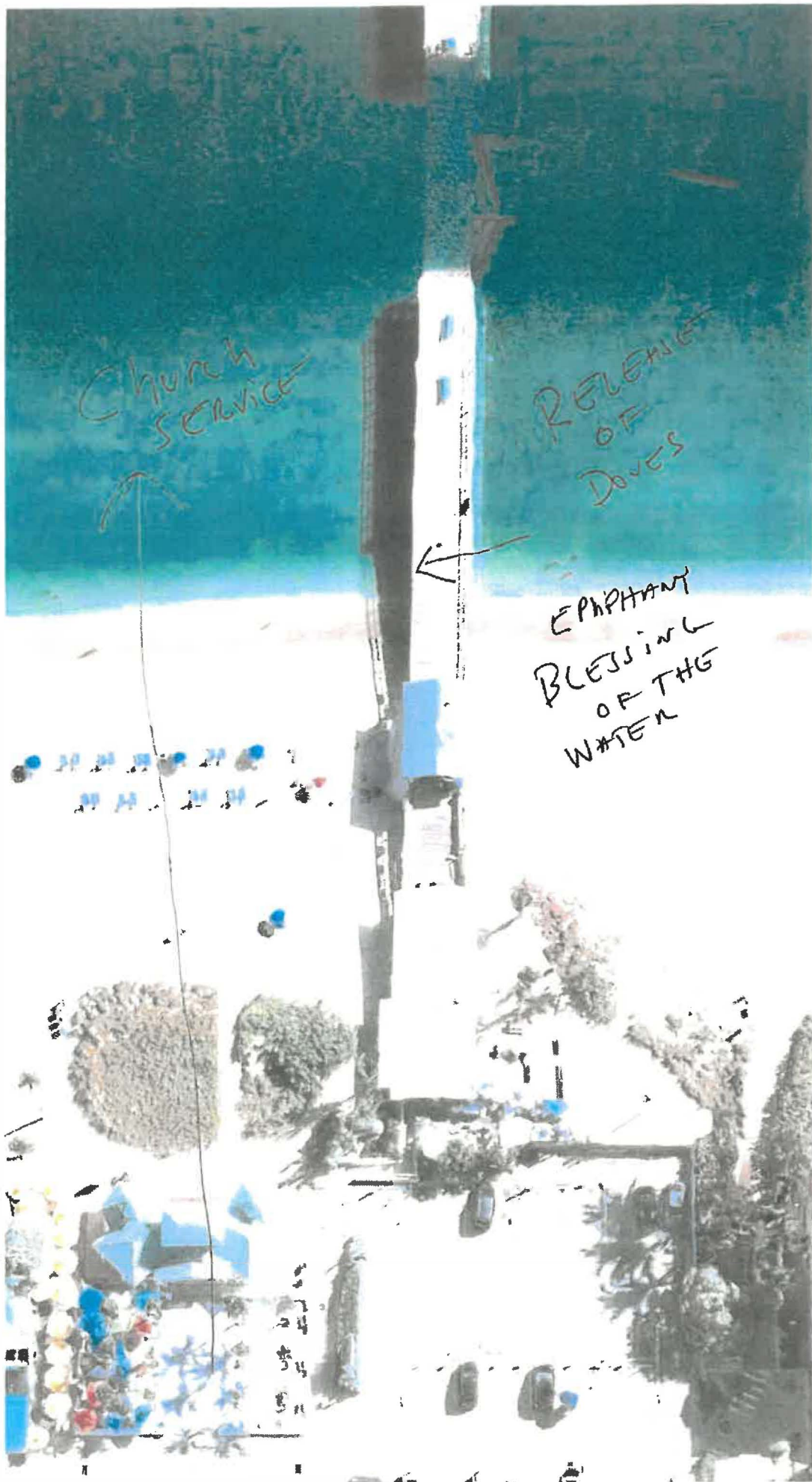
INSURANCE

Insurance requirements differ depending on the type of event and if alcohol is served.

For events not serving alcohol and without fireworks, the Applicants shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty days' written notice required for cancellation.

Certificate of Liability Insurance naming the Town as additional insured is required from all Event businesses, promoters, and other related event planners.

An approved form of a Certificate of Liability Insurance may be required with your Application for approval by the Town Commission and / or shall be provided to the Town at least 30 days prior to the event date.



PERMISSION OF THE PROPERTY OWNER

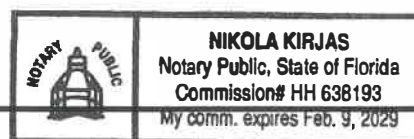
Applicant's and Property Owners Certification

An event held on property that is not owned by the applicant requires the permission of the property owner, which is granted by having the property owner sign this special event application.

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

Additions and/or revisions to this application must be submitted in writing

Applicant	Property Owner
I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.	I give the applicant permission to use my/our property for the proposed special event and I understand the Town's requirements to hold a special event and the information given by the applicant is complete to the best of my knowledge.
Applicant's Signature (required): _____	Property Owner's Signature (required): _____
Date: _____	Date: 11/7/15
Applicant (Print information below)	Property Owner (Print information below)
Name: _____	Name: Spico Marchelos
Title: _____	Title: CEO
Organization: _____	Organization: Fishermens pier Anglin's beach club
Telephone: _____	Telephone: 954 629 5099
Email: _____	Email: marchelos@aol.com
STATE OF FLORIDA:	STATE OF FLORIDA:
COUNTY OF BROWARD:	COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me / provided _____ as identification and who did / did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by <u>SPIKO MARCHELLOS</u> who is personally known to me / provided <u>PI IC</u> as identification and who did / did not take an oath.
My Commission Expires: _____	My Commission Expires: 2-9-2029
Notary Public, State of Florida	Notary Public, State of Florida



APPLICANT'S CERTIFICATION

By signing this event application, the petitioner agrees to all terms, conditions, and indemnifications in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances, or statutes.

Additions and / or revisions to this application shall be submitted in writing.

I understand the Town's requirements for park use and the information provided in this application is complete to the best of my knowledge.

Applicant's Signature

Date

Applicant's Printed Name

Telephone

A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ADOPTING AN UPDATED FEE SCHEDULE FOR SPECIAL EVENTS, AND OTHER USE OF PUBLIC PROPERTIES, BY AMENDING THE FEES RELATED TO SPECIAL EVENTS, PARK USES, AND STREET PERFORMERS; PROVIDING FOR CONFLICT, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

WHEREAS, on September 23, 2014, the Town Commission adopted Resolution 2014-30, amending the Development Review Permit and License Fee Schedule to consolidate fees and include missing fees; and

WHEREAS, on February 10, 2015, the Town Commission adopted Resolution 2015-05, which included fees related to Medical Marijuana Permits, Street Performers and Vending pursuant to Ordinances 2014-15, 2015-01, and 2015-02, respectively; and

WHEREAS, Resolution 2015-05 also updated the Development Review Permit and License Fee Schedule to establish additional fees for permits or reviews which require Town staff and resources; and

WHEREAS, Resolution 2015-19 updated Development review fee schedule; and

WHEREAS, Resolution 2016-20 further updated the Development review fee schedule; and

WHEREAS, Resolution 2016-35 moved the fee schedules from Development to Administration for Special Events, Park Use Permits, Vending, Street Performing, and New Racks, and included in the fee schedule the plazas and pavilion, while also updating when payment of fees or monies are due to the Town; and

WHEREAS, Resolution 2017-06 updated Fee Schedule related to use of Jarvis Hall, and adopt limitations on the frequency of the use of Jarvis Hall; and

WHEREAS, pursuant to Section 1-13 of the Lauderdale-By-The-Sea Code of Ordinances, the Town Commission desires to further amend the Fee Schedule for Special Events and Other Use of Public Properties by amending the fees related to Special Events, Park Uses, Street Performers; and

WHEREAS, the Town Commission finds it to be in the best interest of the Town and its citizens to adopt an updated Fee Schedule for Special Events and Other Use of Public Properties that amends the fees related to Special Events, Park Uses, and Street Performers, and adopts the fees as set forth in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF
THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:**

Section 1. Recitals. Each “WHEREAS” clause set forth is true and correct and
incorporated herein by this reference.

Section 2. Fees. The Fee Schedule for Special Events and Other Use of Public
Properties, which includes the fees for the use of Jarvis Hall and the Plazas, is hereby amended as
follows ¹:

<u>Special Event, Park Use, and Street Performing Fee Schedule for Special Events and Other Use of Public Properties</u>		
The following is applicable to all <u>special events</u> and <u>other use of public properties</u> park use permits: 1. All applicants must abide by the conditions set forth in their permit, including but not limited to fees, deposits, insurance requirements, solid waste plan, and police, fire or EMS detail. 2. All fees, including any monies owed the Town must be paid before the event or park permit is issued. 3. All estimated fees or costs from Town or BSO shall be paid at least two weeks prior to the event date. Any additional costs incurred will be deducted from the event deposit or is due when invoiced. 4. Depending on the nature and size of the event, a deposit may be required as determined by the Town Manager.		
	Type of Activity, Permit or License	Fee
1. Chapter 14.3 – Parks A Park Permit is required for groups of 25 people plus or when a specific area is reserved. A Park Use Permit may not be approved if submitted within 14 business days of a proposed event. Private event in a park or at the beach where the public is not invited:		
1.1	Single day event, less than 25 people: No reserved area Reservation of a specific area.	No permit required <u>\$100125</u>
1.3	Single day event, 25 people + with or without reserved area.	<u>\$100125</u>
1.4	Multi-day event	<u>\$100125</u> Permit Fee plus an impact

¹ Text shown in underline reflects text or new or revised fees. Text shown in ~~strikethrough~~ reflects deleted text or fee amounts.

<u>Special Event, Park Use, and Street Performing</u> <u>Fee Schedule for Special Events and Other Use of Public</u> <u>Properties</u>		
1.5	One day event (local or non-local user) that charges admission or registration or sell commercial products or services.	fee set by the Town Manager based on the activity, number of attendees, and impact on the facility
2. Chapter 14.5 - Street Performing		
2.1	Street performing annual permit fee	\$50
3. Chapter 17 - Special Events		
3.1	Special Event Application Fee See also use fees. See 3.2 For events hosted by a businesses with less than 15 employees in the Commercial District along Commercial Boulevard from A1A to West Tradewinds Application filed within 30 days of an event will not be accepted.	
	1. A volunteer event that provides direct benefits to the LBTS community. (examples: beach clean-up, Easter egg hunt, free yoga and meditation, etc.)	-0- (Town Manager may authorize an application to be accepted within 30-days of the event)
	2. Submitted at least 60 days in advance of the proposed event date	<u>\$100</u> <u>125</u>
	3. Submitted between 59 days and 30 days prior to the event PLUS any costs related to special processing of the processing of the application.	<u>\$250</u> <u>275</u> Plus costs, not to exceed \$1,500.
	4. A recurring event within a 6 month period	<u>\$500</u> <u>525</u>
	5. A recurring event within a 12 month period (for example, once a week or once a month).	\$800
	6. An event that has been advertised prior to Commission approval.	\$250 in additional to the application fee
	7. Semi-public business events that use private or public property with less than 50 people at any one time.	<u>\$50</u> <u>75</u> Event may be approved by the Town Manager
	8. Events (local and non-local user)that charges admission or registration or sell commercial products or services	Set by the Town Manager based on purpose, number of attendees, and impact on the facility
3.2	Special Event Application Fee for West Commercial Business District Commercial District events may be approved by the Town Manager if the event is consistent with the Commission's policy direction on special events and meets the following criteria:	

Special Event, Park Use, and Street Performing **Fee Schedule for Special Events and Other Use of Public** **Properties**

1. Less than 75 people at any time 2. Located along Commercial Boulevard from Seagrape to West Tradewinds The \$2550 electrical use fee will be waived for usage of one 20-amp outlet at event Application filed within 30 days of an event will not be accepted.	
1. Submitted at least 60 days in advance of the proposed event date	\$2025
2. Submitted between 59 days and 30 days prior to the event PLUS any costs related to special processing of the processing of the application.	\$5060 Plus costs, not to exceed \$1,500.
3. A recurring event within a 12 month period (for example, once a week or once a month).	\$15 per event day
4. An event that has been advertised prior to Commission approval.	\$250 in additional to the application fee
5. Events that charges admission or registration or sell commercial products or services	Set by the Town Manager based on purpose, number of attendees, and impact on the area.

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3.3	Special Event Use Fees for Road Closures and El Mar Median Lane Parking The following use fees are in addition to the Special Event Application Fee, but may be modified or waived by the Town Commission upon a finding that the applicable event will provide a public benefit.	
	Event Conditions:	Road Closure El Mar Median Lane Parking
	1. Private or public business events that use public property with less than 50 people at any one time.	N/A
	2. Less than 100 people	\$100125 per day
	3. 101 - 200 people	\$200225 per day
	4. More than 200 people	Set by Commission based on purpose, number of attendees, and impact
	5. Events (local or non-local user) that charges admission or registration or sell commercial products or services	Set by Commission based on purpose, number of attendees, and impact.

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4. Chapter 17 - Jarvis Hall

User	Deposit	Rental Fee	Rental Policy (1) (2)
4.1. LBTS Resident (household)	\$100	\$-0-	Limit of 4 rentals in a twelve month period.
4.2. LBTS civic association, charity, community group, or non-profit organization.	\$100	\$-0-	Limit of 16 rentals in a twelve month period, which normally will be one per month plus special events.
4.3. LBTS Business	\$100	\$-0-	Limit of 3 rentals in a twelve month period.
4.4. Governmental entity or agency	\$-0-	\$-0-	As approved by the Town Manager
4.5. Out-of-Town charitable or non-profit	\$-0-	\$100 per day	Limit of 3 rentals in a twelve month period.
4.6. Non-Resident	\$300	\$200 for up to 3 hours, then \$50 per hour	Limit of 3 rentals in a twelve month period.
4.7. Out-of-Town Business	\$300	\$300 for up to 3 hours, then \$50 per hour	Limit of 3 rentals in a twelve month period.
4.8. Additional Service such as special set-ups, opening and closing services outside of business hours, or staffing at event.	Prepaid or charged to deposit	Actual cost determined by the Town Manager.	
4.9 Events (local or non-local user) that charge admission or registration or sell commercial products or services.	TBD	Set by the Town Manager based on purpose, number of attendees, and impact on the facility.	
(1) Each rental or event is limited to 3 consecutive days, which includes move in and move out. Upon the Applicant demonstrating a valid reason, or if required by the Town, the Town Manager may approve minor logistical changes, including but not limited to additional time for set-up and breakdown of events, that are consistent with the Town Code and the Town Commission’s policy direction on the use of Jarvis Hall.			
(2) A rental application denied by the Town Manager may be appealed to the Town Commission.			

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5. Use of the Dunes Plaza, Connie Hoffmann Plaza or Beach Pavilion Plaza

General philosophy: The Dunes Plaza, Connie Hoffmann Plaza and Beach Pavilion (“**The Plazas**”) are the premier public spaces in Town and were built for the enjoyment of our residents and visitors. They are available for events that are open to the general public or are of significant benefit to the Town. The Use Fees are set so the users bear the costs related to their events, rather than the Town subsidizing those events.

Generally, The Plazas will not be rented for events that are not open to the general public, although it is understood that there may be uses that require an admission fee or cost to the public.

The Town Commission may authorize the private use of one or more plaza by a user for an event that is deemed to be of significant benefit to the Town. (Example: a party hosted by the Town and the Convention & Visitors’ Bureau whose purpose is to showcase the Town to visiting travel agents or dignitaries).

Potential use on holidays.

- a. The Town Commission will decide in advance if they will make a plaza available for use by a Town commercial businesses or Town-based non-profit organizations on specific holidays.
- b. On those holidays the Commission designates, the Town will accept proposals for use six months in advance of the holiday and determine which proposals best fit the image and goals of the Town. After the Commission ranks the proposals in preferred order, staff will negotiate rental fees with the first ranked proposer and bring them back to the Commission for approval.
- c. The same business or non-profit organization may not rent the same space on a specific holiday two years in a row if another business or non-profit wants the opportunity. The Town Manager will determine whether others are interested in the opportunity, based on whether she or he has received written notice of such interest from an eligible business or organization no later than seven months prior to the holiday.

Use on the same day as a special event. Rentals will not be considered on days or evenings of Special Events if the Town Manager determines that a conflict would occur.

Sales. There will be no sales during an event except for 1) food products provided to the attendees, 2) items sold at a charity event, or, 3) hand-made artisan products.

Cancellation: The Town Commission reserves the right to cancel the rental up to 90 days in advance.

The following use fees apply, but may be modified or waived by the Town Commission upon a finding that the applicable event will provide a public benefit.

5.1	Advanced Advertising. An event that was advertised prior to receiving Commission approval	\$500 plus the application fee and use fee(s).
5.2	Plaza Event Application Fee (does not include Use Fee(s))	\$100 if filed at least 60 days in advance of the proposed event date. \$250 if submitted between 59 days and 30 days prior to the event AND any cost recovery fees for the costs for Town staff (including police and fire services) and any consultant time attributable to the processing of the application, not to exceed \$1,500.

Plaza Use Fees Are in addition to the Event Application Fees listed above. The use fee is per plaza. If an organization wants to utilize more than one plaza for their event, they must pay for each space. Use of the plazas as part of a larger special event are subject to the plaza use fees, in addition to the any other Special Event Use Fee, but may be waived or modified by the Town Commission upon a finding that the applicable event will provide a public benefit. Application filed within 30 days of an event date will not be accepted. A Deposit may be required and will be set by the Town Manager based on purpose, number of attendees, and impact on the facility.		
5.3	LBTS businesses (limited to 4 rentals per year per business)	\$850 per day per plaza
5.4	LBTS-based charity or non-profit organization (limited to 2 rentals per year per organization)	\$215 per day per plaza
5.5	Out-of-Town 501C Registered Non-Profit or Tax Exempt Organization (limited to 1 rental per organization per year)	\$425 per day per plaza

Section 3. Conflict. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Severability. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the other provisions of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its passage. The increased fees set forth herein related to Special Events, Park Uses, and Street Performers shall apply to all new requests submitted after the passage and adoption of this Resolution.

PASSED AND ADOPTED this 27th day of August 2024.



Mayor Edmund Malkoon

Attest:

APPROVED AS TO FORM:

83 *Katrina Adler*

84 Town Clerk, Katrina Adler

85

86

87 (CORPORATE SEAL)

Susan L. Trevarthen

Susan L. Trevarthen, Town Attorney





TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

PERMIT HOLDER INFORMATION

NAME / ORGANIZATION:	St. Demetrios Greek Orthodox Church	REPRESENTATIVE:	Fr. Peter Zougras
STREET ADDRESS:	820 NE 14h Avenue	CITY, STATE, ZIP:	Fort Lauderdale, FL 33304
PHONE NUMBER (S):	954-467-1515	EMAIL:	frzougras@stdemetrios.org

DATE AND LOCATION OF EVENT

TYPE OF EVENT:	Ceremony	DATE(S) OF EVENT:	Tuesday, January 6, 2026
HOUR(S) OF EVENT:	8:00 AM – 2:00 PM	ADDRESS / LOCATION OF EVENT:	0 Commercial Boulevard, LBTS, FL 33308

DESCRIPTION OF EVENT:

Ceremony

FEAST OF THE HOLY EPIPHANY TUESDAY, JANUARY 6, 2026	
Set Up Begins	8:00 AM
Event Start	9:00 AM
Event Ends	2:00 PM
Cleanup Completed	3:00 PM

SPECIAL CONDITIONS

The EVENT was approved by Town Commission on November 18, 2025 with the following conditions:

1. All applicable fees pertaining to this event have been waived – Plaza Event Application Fee (\$125), Out of Town Non-Profit Beach Pavilion Plaza Use Fee (\$425), Out of Town Non-Profit Connie Hoffmann Plaza Use Fee (\$425)– Total \$975.00
2. Road Closures, Lane Closures, and Parking Spaces:
 - a. Parking will operate according to normal parking regulations.
3. Setup:
 - a. Tables, chairs, stage, equipment, etc. shall not interfere with pedestrian walkways, ingress or egress.
 - b. Sidewalks next to the Event site and within the Event shall remain open and clear for pedestrian traffic.



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

- c. The Event shall be organized in a safe manner to protect attendees. All electric cords and similar material shall be covered to not pose a hazard to the public or event staff.
 - d. Town Staff will bag the beach showers directly East of the plazas prior to the event start.
4. Broward Sherriff Office (BSO):
 - a. BSO shall specify the number of detail officers needed for traffic and crowd control. The Permit Holder shall contract with BSO directly for the necessary BSO personnel within ten (10) days of receiving event approval.
 - b. BSO shall approve the Event's traffic plan, if one is required.
5. Signage
 - a. Permit Holder is permitted to place directional signs at the Plaza designating the event site.
6. The Event and its approved sound systems will be operated so as not to violate the Town's code, including section 13-6, Noise Limitation.
7. A clean up deposit may be imposed, based on the final Site Plan, and due two weeks prior to the Event. Clean up fee starting at \$150 will be charged if the area is not cleaned to the Town's standards by 9:00 a.m. the day of the Event.
8. Final Site Plan must be presented to Town Staff for approval at least 48 hours in advance of the Event. The Permit Holder shall arrange for an inspection of the event site to occur two hours before the start of the event. This inspection shall include Town's Event Manager or designee, and the Event's dedicated on-site representative for the purpose of ensuring the event is organized in a safe manner.
9. The cost of any inspections or work required by Town Staff after normal working hours will be billed to the Event and must be paid within two weeks of invoice date.
10. Insurance:
 - a. At least thirty (30) days prior to the Event, the Permit Holder shall provide a Certificate of Liability written in comprehensive form naming the Town as additional insured in the amount of:
 - \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury; and
 - \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty (30) days written notice for cancellation
 - b. No required policy shall have a deductible or self-insurance retention greater than \$15,000
 - c. All policies must be issued by companies authorized to do business in the State of Florida and rated A- or better per Best's Key Rating Guide, latest edition. The certification of insurance will provide for the Town to receive 30 days' written notice prior to any cancellation, non-renewal or material change in the coverage provided, unless the insurance company refuses to provide such notice, as evidenced by



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

affidavit of the policy holder or written documentation from the insurance company. In any event, the EVENT will be held responsible for providing the Town notice of any change in insurance coverage. The Town shall be named as an additional insured on all required insurance policies, and an endorsement reflecting this requirement will be issued as part of any required policies. Failure to comply with these requirements will justify a denial, suspension or revocation of the requested approval by the Interim Town Manager or designee.

11. In the event that control of any applicable event or activity, by contract or other arrangement, becomes the responsibility of a party other than the Event (the "Subcontractor"), the Subcontractor shall be required to meet the insurance and indemnification requirements of set forth in the Permit and this Approval, under which the EVENT is applying, as if they were the Event and will be held responsible for compliance with the Town Code as if the Subcontractor for the Event.
12. In the event that insurance certificates, licenses and other material requirements are not provided by the required dates, the approval for the Event shall expire unless the Town Manager finds there are extenuating circumstances that the Event sponsors have cured or can immediately cure without compromising the health, welfare and safety of the citizens of the Town of Lauderdale-By-The-Sea and those attending the Event, without increasing the administration costs of the Town.
13. The Event shall owe no monies to the Town at the time of the event or have any code citations or violations. There shall be no code violations or monies due such as fines, fees, taxes or other charges, permits or licenses outstanding or owed to the Town by the current or past property owners or operators of the Event unless all monies due are paid, permits/paperwork received, and code issues resolved 14 days prior to the Event.
14. The Town Manager may suspend permission for this event or require changes in the site plan due to conflicting activities, failure of the Event to comply with the terms and conditions of the Town's event permit, for health or safety issues, or for the best interests of the Town.
15. The Town Manager may approve minor logistical changes that are consistent with the Commission's policy direction on special events if deemed necessary by the Town or upon the EVENT proposing a valid reason.
16. Permission for the Event may be suspended or modified by the Commission, Town Manager, or designated Staff.
17. The Town Manager or onsite Town representative may terminate the Event or Event's participation due to the Event not complying with the terms and conditions of the Town's event permit, for health or other safety reasons.
18. If any Condition is not met by the EVENT, the Town may charge a \$500 fee for each occurrence of a violation of these Conditions.



Insurance Needed.

TOWN REPRESENTATIVE:	
SIGNATURE:	DATE:
COURTNEY EASLEY, ASSISTANT TO TOWN MANAGER PRINTED NAME & AFFILIATION TO EVENT	



Agenda Item No: 13.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Katie Anderson, Events & Marketing Manager

Submitting Department: Administration

Item Type: Action Item

Agenda Section: NEW BUSINESS

Subject Title: Special Event Application: Chanukah Festival December 16, 2025

Explanation: Rabbi Benzion Singer (the "Applicant"), on behalf of Chabad Lauderdale By The Sea, has submitted a Special Event Application (**Exhibit 1**) to hold their annual Chanukah Festival (the "Event") in Connie Hoffmann Plaza on Tuesday, December 16, 2025. The Event includes a live band on a stage, a Menorah lighting ceremony, and complimentary food and refreshments for attendees. The Applicant is expecting 100 spectators and approximately 10 volunteers.

Last year, as in previous years, Aruba Beach Cafe has removed their outdoor dining tables and assisted in the catering for the Event, as well as some of the setup and cleanup. Town Staff and Aruba understand that the Applicant is coordinating these same details directly with Aruba again this year.

Channukah Festival Sunday, December 29, 2024	
Start of Set Up	1:00 PM
Event Start	5:30 PM
Event End	9:00PM
Clean Up Completed	10:00 PM

The Applicant is requesting waiver of the application fee, as well as the electrical use fee and plaza use fee. Historically, the Commission has agreed to waive these fees. This decision is consistent with the Commission's treatment of fees associated with the annual Community Church Easter Service that is also traditionally held at Connie Hoffman Plaza.

FEE	WAIVER REQUEST AMOUNT
Late Application Fee (submitted less than 60	\$275.00

days prior to event date)	
Plaza Use Fee (LBTS-based charity or non-profit organization)	\$215.00
Electrical Service Fee	\$50.00
TOTAL REQUESTS:	\$540.00

These fees are determined by Resolution 2024-29 (**Exhibit 2**).

Additionally, the Applicant is requesting the Town co-sponsor the event by providing a financial donation of \$2,000. As a note of reference, the Chabad of Lauderdale-By-The-Sea was awarded \$1,000.00 by the Commission at the September 24, 2025 Commission meeting for FY26 donation requests.

Town is recommending that we continue the practice of waiving the Town fees, but continue to decline the financial donation request.

The Applicant is also requesting six (6) undesignated parking permits from 3:00pm until 10:00pm (6 spaces x \$4.00 x 6 hours = \$144.00 value).

Recommendation: Staff recommends:

1. Approval of the Event with the conditions outlined in the Event Permit (**Exhibit 3**).
2. Approval of the \$540.00 in fee waivers.
3. Approval of the six (6) parking permits (\$144.00) value.

Staff is looking for Commission direction on:

1. The \$2,000.00 donation request. If the Commission approves the request, staff will bring a budget amendment to transfer the funds from contingency at a future meeting.

Exhibits:

1. Sp. Event App. Chanukah 12.16.25
2. Resolution 2024-29
3. LBTS Permit_ChanukahFestival_12.16.25



SPECIAL EVENT APPLICATION INFORMATION

For your event to be considered by the Town Commission, a **fully completed** application must be submitted **at least** 60 days prior to the date of the event.

This application is available in Word format at www.lbts-fl.gov/town/docs.htm. If possible please use the Word document and your computer to complete the application.

An application is not considered complete unless it includes:

1. A full description of the proposed event,
2. A detailed site plan (*very important!*),
3. All required documents, and
4. The application fee.

A meeting with Special Events Permitting is required before submitting a Special Event Application. Questions? Call our Special Projects Coordinator at 954-640-4200 or email debbieh@lbts-fl.gov.

Payment of Special Event Permit fee is required at the time of Application submission via hand delivery or by mail to:

Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308

A Special Event shall be approved by the Town Commission before an event is advertised to the public. A special event is defined as a concert, festival, race, walk, carnival, show, exhibition, parade, or any other similar outdoor event whether operated totally outdoors, on stage, under tents, or with the use of any temporary building or structure, ***to which members of the public are invited as participants or spectators.***

Please review the Town's special event requirements by clicking on: https://www.Special_Event_Requirements
 Or download a copy of the Special Event Requirements from our website and review them before submitting your application.

Important to remember:

1. Your event is approved by the Town Commission with "Conditions" that must be met or your event is cancelled. READ and understand the Conditions. *Talk with us if you have questions.*
2. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction, providing the Town evidence of all required insurances, and providing evidence of organization and/or charity.
3. You have to file all of the required documents shall be provided not later than 30 days prior to the event date or the event authorization terminates (unless prior arrangements have been approved by Town).
 - a. Insurance
 - b. Vendor lists and licenses
 - c. File site plan

4. Parking is limited in Lauderdale-By-The-Sea, and will be a consideration when approving your event.
5. You may have to obtain permits from the Building & Fire Departments to meet Florida Building Code and Fire Code standards.
6. You are responsible for securing and paying for all fees, licenses, and permits required by any governmental agency having jurisdiction.

I (Applicant) have read and fully understand the above:

B. Singer
Signature of Applicant

Print Name: BENZION SINGER

Event Name: CHANUKAH FESTIVAL



SPECIAL EVENT APPLICATION

Submit this completed application at least 60 days prior to the proposed date of your event.

DETAILED SITE PLAN REQUIRED (see details at end of application)
Site Plans often do not include details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

Once you have completed the written portion of the application, provide a Site Plan on the last page or attach separately to this application.

Name of Event: CHANUKAH FESTIVAL

Event Purpose, Description and Activities: Community Chanukah Festival

New Event ☐ or Returning Event ☒ Previous Attendance ☐

Day(s) and Date(s) of Event: Tuesday, Dec 16, 2025

Proposed location of the Event (location, streets, landmarks):

Beach Pavilion.

How many people do you anticipate on site at any peak time?

Participants: 100 #Spectators ☐ #Adult volunteers: ☐

Please complete the following table:

Activity	Day	Time
Start of set-up:	Tuesday, DEC 16	1:00 PM
Start time of the Event:	Tuesday, Dec 16	
EVENT		
End time of the Event:	Tuesday, Dec 16	9:00 PM
Start of Clean up:	Tuesday, Dec 16	10:00 PM
Clean-up completed by: (Site restored to original condition)	BENZION SINGER	

Name and address of host or sponsoring organization:

Is applicant a Non-Profit Organization?

YES NO

Please attach Organization's proof of 501c3 IRS exemption, background, history, accomplishments, and other events:

Person submitting Application ("Responsible Party"):

Name: BENZION SINGER
Mailing address: 4747 N. OCEAN DR. # 238 LAUDERDALE BY THE SEA
Phone: 954 607 1104 Mobile phone: 954 263 7692
Email: rabbi@jewishlauderdale.com Fax:

Representative(s) who will be at each day of the event:

Name(s): BENZION SINGER
Mailing address: SAME AS PERSON SUBMITTING APPLICATION.
Phone: Mobile phone:
Evening phone: Fax:
Email:

Add information as necessary:

Will you have an event contractor or planner?

YES ☒ NO

If yes, please provide the contact information of your event contractor (event planner)

Name: Company Name:
Business Address: Company Email:
Phone Office: Phone Mobile:

List contractors that will be on site before, during or after the event (use separate page if needed) – final list required 30 days prior to event.

Request for Town Involvement:

Are you requesting the Town be involved with this event in any way? YES ☒ NO

If yes, describe services requested, if any:

STATEMENT OF BENEFIT

If the applicant is seeking sponsorship/co-sponsorship from the Town of Lauderdale-By-The-Sea, a Statement of Benefit is required by Town Code and shall be included here or attached to this application.

If the Town is a sponsor or co-sponsor of the event, the Applicant shall keep financial records of the event sufficient to document all revenues and expenditures. These records shall be available at reasonable time within Broward County for inspection by the Town.

(Insert here or denote if attached) PLEASE SEE ATTACHED

FEES

Are there fees or donations collected on site from the participants or spectators?

YES



If yes, provide details:

SOUND SYSTEMS

The event sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. Violations of the Town's noise ordinance are grounds for the immediate termination of the source of the noise and may be grounds to terminate the event.

Do you plan to use amplified sound? Provide details, time and location, and if you require electrical connections for:

☒ Proposed amplified sound/speaker system:

☒ Proposed live music: List genre, type, ambiance: CHANUKAH MUSIC.

☐ Planned recorded music

☒ Do you require electrical connections for any of the above? Please give details:

USE OF AVAILABLE OUTLETS AS IN PREVIOUS YEARS.

CLEAN EVENT STANDARDS

Keeping the event area clean during the event and immediately following the event, including trash removal, walkways, and streets, is the responsibility of the applicant. See Clean Up Deposit under Conditions

Please note that, except for very small events, all events shall provide a recycling plan and follow recycling requirements. See Recycling Requirements under Conditions. For more info email recycle@lbts-fl.gov.

Name the contractor or organization (including contact information) who is responsible for your Event's recycling:

Name: Chabad L.B.T.S

Email: rabbiejewishlauderdale.com

Address: 4747 N. OCEAN DR. #238

Daytime phone: 954-607-1104

Mobile phone: 954 263 7692

TENTS, CANOPIES, STAGES, BLEACHERS

Tents are generally defined as temporary structures having two or more sidewalls or drops.

A canopy is a tent without sides.

All Tents, canopies larger than 120 sq. ft., multiple canopies without separation, and stages require a building permit. The use of tents or large canopies require approval of the LBTS Fire Marshal and are required to have building permits obtained via LBTS Building Department prior to Event. Manufacture labels are required to be attached to the tents and canopies.

Rental agencies shall provide documentation of the flame spread labeling of 25 or less submitted with application. All canopies larger than 120 sq. ft. shall submit copies the manufacture's labels attached to the tents or canopies with application.

Stages and bleachers shall include product approvals that are supplied by the manufacturer.

Indicate if any of the following will be assembled at the Event and include locations on Site Plan. List sizes and numbers of each:

Tents: 0
Canopies: 0
Stages: 1 - AS PREVIOUS YEARS
Bleachers: 0 list size and max load:

UTILITIES

All utilities requirements shall be approved by the Director of Development Services and the Fire Marshall prior to Application submission to Town Commission.

Depending on location of event, electrical and/or water may be available from the Town for a fee.

Electrical Requirements: Electrical work requires an Electrical Building Permit.
Generators over 5KW require an Electrical Building Permit.
A Florida Licensed Electrical Contractor is required to obtain permits.

All electrical requests shall meet the requirements of the Florida Building Code with final approval from the Town's Building Official at least 30 days prior to the Event. Contractor is required to schedule and successfully complete inspection of work prior to Event opening. Florida Building Code 101.4.1, 105.4.5.

Will any **electrical equipment be installed** in conjunction with the Special Event? (i.e. lighting in tents, outlets for cooking, stages, etc.)

Yes NO
at plaza for sound / music

If the Event requires the following on public property, list what equipment is to be installed and locations (include voltage, amperage, and phases of wiring) as well as company name providing the equipment. Describe below, include location and use, and also include locations on Site Plan:

 Electrical power:
 Water:
 Gas, propane, BBQ grills, generators:
 Fuel Storage:

SIGNAGE

All signage shall be included in the application if you wish to exceed the Town Code requirements. Signage shall be reviewed by Development Services (LindaC@lbts-fl.gov) before Application is submitted to Town Commission). No signage shall be installed without permit.

Information on signage shall include location, colors, size and number of signs. Indicate signage to be placed in any right of way that directs traffic to the Event and their approximate size.

Are you requesting permission to erect signage for this Event? YES NO

For each sign please provide: 1 BANNER SIZE 8x10, BEHIND STAGE.

Description, number of signs, proposed dates, location, size of signs in square feet and letter size:

Include sign locations on detailed Site Plan or attach a separate sheet.

RESTROOMS (show on Site Plan)

The number of portable toilets required depends on the number of attendees, length and type of event, as determined by the Building Official.

Local businesses that have more than the required number of restroom facilities that allow their facilities to be used may count towards the extra restroom facilities required.

If Event is downtown, permit holder is required to obtain written approval from restaurants to allow participants to use their restroom facilities.

Number of restroom facilities required by Town: TBD

Number of additional restroom facilities, and type, that will be on event site: _____

(Show on Site Plan) *will use town's restrooms at El Mor Plaza.*

STREET CLOSURES

Street closures may be required at the Event's expense

Are you requesting that any public streets be closed for the Event? YES ☒ NO
I don't know, please advise _____

If yes, indicate the streets and blocks and times the closure is requested:

TRAFFIC CONTROL/BARRICADES

A traffic control contractor may be required for events which require barricades or traffic control signage.

Please list your traffic control contractor, if applicable:

VEHICLES

Vehicles are not allowed to drive or park on Town property or park grounds due to damage to underground irrigation systems and to the sod. Applicant shall be responsible for restoration of any damage to Town property.

Are you requesting to drive or park on town property or park grounds: YES NO

If you are requesting that vehicles be permitted to drive or park on Town property, please indicate the type(s) of vehicles, the locations, and times they would be parked. Must be approved by Town's Parking Department prior to Event.

LOADING/UNLOADING: If you are requesting that vehicles be permitted to load/unload in non-metered areas, please indicate the location and times loading and unloading would occur:

Entertainment, chairs and supplies drop off/pick up at pavilion.

TRAFFIC CONTROL PLAN

Parking exemptions shall be approved by Assistant Town Manager prior to Application submission to Town Commission). Town may block spaces for safety and other reasons at the expense of the Event.

Include detailed Site Plan indicating how on and off street parking will be accommodated.

Are you requesting the reservation of any Town parking meter spaces for the Event? YES ☒ NO

If yes, provide the meter numbers on the Site Plan and purpose for which they will be used.
no specific meter numbers required, requesting 6 spaces
All parking meter fees are paid 30 days prior to the event.

OFF DUTY POLICE/CODE COMPLIANCE OFFICERS

Off duty police officers are required, at the applicant's expense, for street closures, events with alcohol, or large crowds, as determined by the Sheriff's Department. Large events may require a code compliance officer to ensure compliance with Town codes.

Do you anticipate needing off duty police officers for your Event?

YES ☒ NO

Do you anticipate needing code compliance officers for your Event?

YES ☒ NO

CONCESSIONS:

A no-compete clause pertaining to local restaurants will be required where applicable.

Are you planning to have any type of concessions?

☒ YES ☐ NO

If YES, has the Florida Health Department approved the food vending Site Plans?

YES ☐ NO ☒

If yes, is the food provided by a Non-Profit ☒ or For Profit ☐ organization?

Is the food free of charge ☒ or for sale ☐

Do all food vendors have a temporary food service permit?

YES ☐ NO ☒

NO VENDORS - CHABAD LBTS SPONSORING ORGANIZATION SUPPLIES FOOD.

Please list the types of food that will be served:

Are you requesting any of the following types of cooking equipment be used on site:

Charcoal Grills ☒	Sterno ☒	Fryers ☒	Open fires ☒
Propane Grills ☒	Refrigerators ☒	Smokers ☒	Hoods ☒
Concession trailers ☒	Warmers ☒	LP Tanks ☒	Other ☒

Provide details of dispensing locations here and on Site Plan

ALCOHOL

State license is required to be submitted to the Town at least 30 days prior to the event

Are you planning on selling alcoholic beverages at the event?

YES ☒ NO

If YES, has a liquor permit been obtained from the State of Florida?

YES ☐ NO ☒

Provide details of dispensing locations here and on Site Plan

Provide contact information for all license holders that will be serving alcohol:

VENDORS

A list of all vendors their company name is required for initial approval and final list is required 30 days prior to event and subject to approval (add here or on separate page, and vendor location on site Plan):

Name	Company	Vendor Type
------	---------	-------------

ANIMALS

Any exhibition or similar undertaking in which animals are required to participate in performances for the amusement or entertainment of an audience is subject to Town Commission approval.

Are animals included in your event?
If yes, please give details:

YES

☒ NO

FIREWORKS

(Fireworks require a separate permit approval process and application)

Are you requesting approval to discharge fireworks at the event?

YES

☒ NO

SALE OF MERCHANDISE

Are you requesting approval to offer other items for sale at the event?
List items for sale:

YES

☒ NO

RIDES

Rides or other amusement may require a State of Florida inspection

Copies of contracts with any provider of rides, mechanical devices and amusements shall be submitted to the Town at least 30-days prior to the event.

Are rides to be included in the Event?

YES

☒ NO

If yes, please provide the number and description of each type:

Mechanical/Electrical:

Inflatable (bounce house etc.):

Manual (slides, trampolines):

Other:

NO BALLOONS RELEASED

When balloons are released over the ocean, they become a major source of pollution and significantly increase the mortality rate among sea turtles, birds and other marine life. Sea turtles and fish often mistake the balloons for jellyfish, eat them and die when their stomachs become blocked. Birds can become entangled in the balloon strings and drown. To help reduce the threats caused by balloons, I agree that there will be no release of balloons at this event and I have been informed that the release of balloons is illegal under Florida Statute 379.233. Balloons may be used for decorations at an event but they must either be deflated or taken home at the end of the event, NEVER released into the air. Failure to abide by this requirement will result in the cancellation of the current Event and denial of future special event permits.

I agree no balloons will be released B-S.

FIRE WATCH or EMS ONSITE

If required by the Fire Marshall, the applicant shall provide for a fire watch and/or an EMS Crew during the event. Large events or those using combustible materials may require qualified stand-by personnel and the appropriate equipment, the cost of which is the responsibility of the applicant.

First Aid facilities may be required by Town at Event's expense. Initial BS-

INSURANCE

Insurance requirements differ depending on the type of event and if alcohol is served.

For events not serving alcohol and without fireworks, the Applicants shall provide a Certificate of Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty days written notice required for cancellation.

Certificate of Liability Insurance naming the Town as additional insured is required from all Event businesses, promoters, and other related event planners

An approved form of a Certificate of Liability Insurance may be required with your Application for approval by the Town Commission and/or shall be provided the Town at least 30 days prior to the Event date.

Talk to Town Staff representative if your Event proposes serving alcohol or having fireworks about insurance requirements, as both require additional insurance.

Do you and all parties involved have the required insurance coverage needed for this Event?

☒ YES ☐ NO

EVENT CONDITIONS

Approval for this Event shall expire without future action of the Town if all documents such as but not limited to insurance certificates, health and liquor licenses, BSO police detail contract(s), Fire Marshall or Development Services approvals, MOT Plan, Solid Waste Plan, final Site Plan, any monies due to Town, and other material requirements are not submitted at least 30 days prior to the Event.

Copies of State and County licenses for all vendors and contractors shall be filed with the Town 30 days in advance of the Event. (Final list of vendors and their locations shall be submitted to the Town no later than two weeks prior to the event unless otherwise approved in advance by Town)

If the Event is approved by the Commission, they will establish the Event conditions that the application shall abide by during the Event. Standard Conditions shall include, but are not limited to the following:

1. Permission for this Event may be suspended or modified by the Commission, Town Manager or his designated Staff.
2. Turtle Clause: If any of the set-up will take place on the beach sand please avoid any marked sea turtle nests with a minimum buffer of 30 feet.
3. Setup of the Event will start at about _____ and the area will be cleaned and open by _____
4. The Police Chief shall specify the number of BSO detail officers needed for traffic and crowd control. The Applicants shall contract with BSO Detail Office for the detail BSO deputies within ten (10) days of receiving Event approval.

5. The Police Chief shall approve the Applicant's Maintenance of Traffic Plan (MOT), if one is required.
6. The Applicants shall submit a solid waste and recycling plan for approval at least 30 days prior to the Event to the Municipal Services Director. The Applicant shall provide additional waste receptacles and recycling bins. During the event as needed and at the end of the event, the Applicant shall empty all of the waste receptacles and recycling bins and pick up litter within the event site and 100 feet of the site.
7. All signage will be approved and permitted with Development Services at least 30 days prior to the event
8. All related Fire Marshall and Building Official's related requirements have been approved
9. Provide proof of additional restroom facilities ordered at least 30 days prior to event
10. The event and its approved sound systems shall be operated so as not to violate the Town's Code, including and especially Section 13-6, Noise Limitation. All music shall end promptly at _____ pm.
11. The event site shall be organized in a safe manner to protect attendees. All electric cords and similar material shall be covered so as to not pose a hazard to the public or event staff, or will be battery operated.
12. Parking Requirements have been identified, fees paid and listed on site plan
13. The Applicant shall provide a written notice to all properties affected by this event by (date), (30 days in advance) for approval prior to distribution; and confirm in writing which properties have been notified.
14. Clean up Deposit may be imposed, based on the final Site Plan, and due two weeks prior to the event.
15. Clean up fee starting at \$150 will be charged if area is not cleaned to Town standards.
16. Final Site Plan must be presented for approval at least 48 hours in advance of the event.
17. Streets and sidewalks will be free of any debris and cleaned at the end of tear down.
18. A Damage Deposit may be imposed, based on size of event and location.
19. There will be no release of balloons at this Event.
20. Any inspections or work required by Town Staff after normal working hours will incur additional costs set forth by the respective department.
21. Upon showing by the Applicant of a valid reason, or if required by the Town, the Town Manager may approve minor logistical changes that are consistent with the Commission's policy direction on special Events.
22. The Applicant shall meet the following minimum insurance requirements per Ordinance 2015-06, which may be modified by action of the Town Commission for a specific Event:
 - a) Prior to issuance of the requested permit, proof of commercial general liability insurance, whether through a single policy, or a combination of policies, in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage.
 - b) No required policy shall have a deductible or self-insurance retention greater than \$15,000.
 - c) All policies must be issued by companies authorized to do business in the State of Florida and rated A- or better per Best's Key Rating Guide, latest edition. The certification of insurance shall provide for the Town to receive 30 days' written notice prior to any cancellation, non-renewal or material change in the coverage provided, unless the insurance company refuses to provide such notice, as evidenced by affidavit of the policy holder or written documentation from the insurance company. In any Event, the Applicants shall be held responsible for providing the Town notice of any change in insurance coverage. The Town shall be named as an additional insured on all required insurance policies, and an endorsement reflecting this requirement shall be issued as part of any required policies. The Applicants shall provide an original certificate of insurance as evidence of continued coverage prior to any annual renewal of the permit. Failure

to comply with these requirements shall justify a denial, suspension or revocation of the requested approval by the Town Manager or designee.

- d) In the Event that control of any applicable Event or activity, by contract or other arrangement, becomes the responsibility of a party other than the Applicant (the "sub-applicant"), the sub-applicant shall provide insurance and indemnification meeting the requirements of this Section under which the Applicant is applying, as if they were the Applicant and shall be held responsible for compliance with the Town Code as if the sub-applicant were the Applicant.
 - e) If applicable, at least thirty (30) days prior to the first Event, the Applicants shall provide a Certificate of Liquor Liability Insurance written in comprehensive form naming the Town as additional insured in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury and \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage, which provides coverage for each Event authorized by this permit. The Certificate shall specify that the Town will be given at least thirty (30) days written notice of any cancellation.
23. In the Event that insurance certificates, licenses and other material requirements are not provided by the required dates, the approval for this Event shall expire unless the Town Manager finds there are extenuating circumstances that the Event sponsors have cured or can immediately cure without compromising the health, welfare and safety of the citizens of the Town of Lauderdale-By-The-Sea and those attending the Event, without increasing the administration costs of the Town.
24. Applicant shall owe no monies to the Town at the time of the Event. There shall be no past due fines, moneys, fees, taxes or other charges owed to the Town by the current or past property owners or operators requesting the special Event permit. A special Event permit will not be issued until all past due debts to the Town are paid in full.
25. The Town Manager may suspend permission for this Event due to failure of the Applicants to comply with the terms and conditions of the Town's permit, due to conflicting activities, for health or safety issues, or for the best interests of the Town.
26. The onsite Town representative may terminate an Event due to the Applicant not complying with the terms and conditions of the Town's Event permit, for health or safety issues, and for such as but not limited to, crowds that exceed the capacity of the Event site.

INDEMNIFICATION

Applicant shall indemnify, defend and hold harmless the Town, its officers, agents and employees, from and against any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising directly or indirectly from this Special Event and resulting or accruing from any intentional act or any negligent act, omission or error of Applicant which in turn results in or relates to injuries to body, life, limb or property sustained in, about or upon the Special Event Area, and arising from the use of the Town property.

Applicant shall defend, at its sole cost and expense, any legal action, claim or proceeding instituted by any person against the Town as a result of any claim, suit or cause of action accruing or in any way arising out of this Special Event Application for injuries to body, life, limb or property as set forth above.

Applicant shall save the Town harmless from and against all judgments, orders, decrees, attorneys' fees, costs, expenses and liabilities incurred in and about any claim, and the investigation or defense of them, which maybe entered, incurred or assessed as result of the foregoing.

PERMISSION OF THE PROPERTY OWNER

Applicant's and Property Owner's Certification

An event held on property that is not owned by the applicant requires the permission of the property owner, which is granted by having the property owner sign this special event application.

By signing this event application, the petitioner agrees to all terms, conditions, and indemnification in this application, and understands that this application or the approval of this event application by the Town Commission does not grant any permission to violate any laws, ordinances or statutes.

Additions and/or revisions to this application must be submitted in writing.

<i>Applicant</i>	<i>Property Owner</i>
<i>I understand the Town's requirements to hold a special event and the information provided in this application is complete to the best of my knowledge.</i>	<i>I give the applicant permission to use my/our property for the proposed special event and I understand the Town's requirements to hold a special event and the information given by the applicant is complete to the best of my knowledge.</i>
Applicant's Signature (required): _____ Date _____	Property owner's Signature (required): _____ Date: _____
Applicant's (Print information below) Name: Title: Organization: Telephone: Mobile: Email:	Property Owner's (Print information below) Name: Title: Organization: Telephone: Mobile: Email:
STATE OF FLORIDA: COUNTY OF BROWARD:	STATE OF FLORIDA: COUNTY OF BROWARD:
SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.	SWORN TO AND SUBSCRIBED BEFORE ME, a Notary Public of the State of Florida, by _____ who is personally known to me/provided _____ as identification and who did/did not take an oath.
My Commission Expires: _____ _____ Notary Public, State of Florida	My Commission Expires: _____ _____ Notary Public, State of Florida

SITE PLAN DETAILS

Site Plans often do not include the details that are necessary to approve an application or to issue a permit and delays are caused by rejections of initial applications.

The following details are intended to be a guide to assist you in developing a Site Plan. A current survey of the property is most helpful. If a survey is not available, a drawing depicting the area of the Event should include these details, as necessary. More than a one page Site Plan may be included in your application if details of specific areas are important to your Event.

A detailed map of the Event site identifying location of each of the following *MUST* be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.

Cooking Areas need to be separated from public areas with fences or barricades

Canopy, tents or other covers: locations should include the size, type, & (shelter, vending, food, EMS)

Location:

The site of the event, with streets, parks and other landmarks identified
Routes for races, parades, etc.
Traffic routing and road closures
Ticket Kiosks
Access control points
Signage (*shall be approved by Development Services prior to Application submission to Town Commission*)
Signs (location, size, color and wording)*

Public Services:

Fire lanes (emergency access for fire equipment and EMS)
Restroom facilities (incl. Portable & Private)
Locate electrical equipment, permanent and temporary (temporary electrical installation (must be to code and approved by Town)
Trash and Recycling receptacle locations
Smoking and No Smoking areas
Pedestrian walkways
Garbage Cans
Recycling Bins

Hazard/ Precautions:

Hazards at the site (ditches, construction areas, obstructions to pedestrian traffic, bodies of water)
Fencing, barriers, barricades, walls, gates, etc.
Gasoline, propane, grills, fire, charcoal, generators, any other flammable fuel
Fuel Storage and dispensing areas
Fire Extinguishers Minimum size 4A/10BC one every 75 ft. of travel. If cooking, Class K or 1 40BC rated Fire Extinguisher for every cooking station or canopy (at discretion of Fire Marshall)
Generators (shall be approved by Fire Marshall in advance)

Event:

Canopies, tents, stages (types shall be specified) locations for sales, food service, etc. *Large tents will require Fire Marshall approval of illuminated exit signs and fire extinguishers*
Vendor locations (booths or tables and approximate size, (Vendor's company names phone numbers and email addresses required on separate page at least 48 hours in advance of the Event)
Restrooms – Portable and Private
First Aid facilities
Trailers, storage, sleeping facilities, service boxes, displays, etc.
Alcohol serving/consuming areas
Rides and Amusements, Rides, demonstrations, performance areas and stages including Musicians and Artists

Parking:

Parking areas, location, parking spaces, and parking space numbers that will be blocked;
to load/unload before, during or after the event and the amount of time for each occurrence

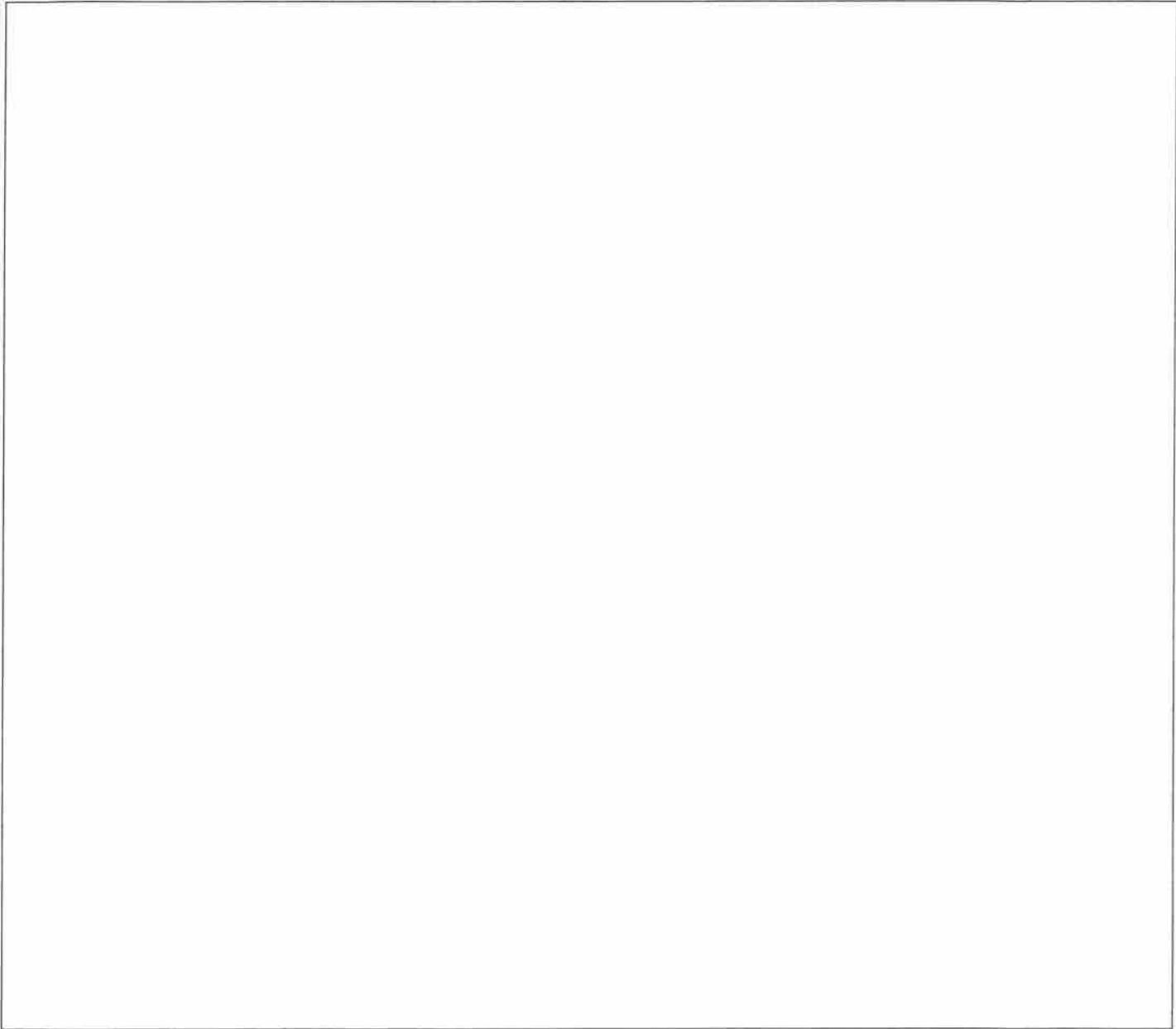
Code or Security Enforcement (paid by Event)

EMS stand-by or Fire watch areas (include first aid stations)
Police: Off duty police officers (if known)

DETAILED SITE PLAN

See above for inclusion examples

*A detailed map of the event site identifying location of each of the following **MUST** be drawn here or attached to this application prior to submission. Dimensions are required to determine if available site will support all of the proposed activities.*



Request for town funding

As the town of Lauderdale by the Sea has participated financially in community events as Christmas by the Sea, we respectfully request the town participate with funding for the Community Chanukah Festival.

Ever since the first public menorah on record in the US was lit at Independence Mall in 1974, the unifying initiative of public menorah lightings has become a sensation at prestigious, even unimaginable locations such as in the White House with the participation of the President and the First Lady, the Sydney Opera House, Moscow's Red Square, Berlin's Brandenburg Gate, Hong Kong Harbor, the Eiffel Tower in Paris, and Independence Mall in Philadelphia.

We light these menorahs in towns and cities as an overall celebration of values held by many peoples and communities. By publicly participating in the seasonal festival of lights, we actively reaffirm the celebration of our freedom, inspired by the historic Maccabees' victory of right over might, the miracle of light over darkness, and understanding and justice over intolerance and bigotry. These values are universal and our event is open to all.

Sponsorship of this event will demonstrate the Town's commitment to community, cultural diversity, as well as the values of justice and tolerance. As part of the Town's sponsorship, we will also be willing to print the Town's logo on all flyers, emails, websites, tee shirts, and other venues reaching an estimated 2-3 thousand persons. In addition, the event also benefits local businesses. In the past, our festival of lights event has been attended by the town's citizens of all backgrounds. While there, they visit local businesses. The event also brings people from outside of Lauderdale by the Sea who support local businesses in the area during and after the event.

The total cost of the event including food, entertainment, music, rentals, raffle prizes, promotions and labor is approximately \$10,000. We respectfully request the following participation from the Town:

1. Waive all Town fees and charges
2. Contribution of \$2, 000 to the cost of the event.



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8015481650C-3	08/19/2021	08/31/2026	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CHABAD LUBAVITCH LAUDERDALE
BY THE SEA INC
4747 N OCEAN DR STE 235
LAUDERDALE BY THE SEA FL 33308 2948

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

RESOLUTION 2024-29

A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ADOPTING AN UPDATED FEE SCHEDULE FOR SPECIAL EVENTS, AND OTHER USE OF PUBLIC PROPERTIES, BY AMENDING THE FEES RELATED TO SPECIAL EVENTS, PARK USES, AND STREET PERFORMERS; PROVIDING FOR CONFLICT, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 1 “General Provisions,” Section 1-13 “Fees,” of the Code of Ordinances provides that, except as otherwise provided by the Code or other applicable law, fees related to any process or approval established by the Code (including but not limited to service, application, permit, license and user fees) may be established, repealed, and amended by resolution of the Town Commission; and

WHEREAS, On September 24, 2012, the Town Commission adopted Resolution No. 2012-35, establishing fees for the Rental of Jarvis Hall; and

WHEREAS, On May 27, 2014, the Town Commission adopted Resolution 2014-18, adopting policies and fees governing the use of the Dunes Plaza, Ocean Plaza, and Beach Pavilion; and

WHEREAS, On September 23, 2014, the Town Commission adopted Resolution 2014-20 revising fees for the Rental of Jarvis Hall and adopting and combining fees for Parks and Special Events; and

WHEREAS, on September 23, 2014, the Town Commission adopted Resolution 2014-30, amending the Development Review Permit and License Fee Schedule to consolidate fees and include missing fees; and

28 **WHEREAS**, on February 10, 2015, the Town Commission adopted Resolution 2015-05,
29 which included fees related to Medical Marijuana Permits, Street Performers and Vending
30 pursuant to Ordinances 2014-15, 2015-01, and 2015-02, respectively; and

31 **WHEREAS**, Resolution 2015-05 also updated the Development Review Permit and
32 License Fee Schedule to establish additional fees for permits or reviews which require Town staff
33 and resources; and

34 **WHEREAS**, Resolution 2015-19 updated Development review fee schedule; and

35 **WHEREAS**, Resolution 2016-20 further updated the Development review fee
36 schedule; and

37 **WHEREAS**, Resolution 2016-35 moved the fee schedules from Development to
38 Administration for Special Events, Park Use Permits, Vending, Street Performing, and New Racks,
39 and included in the fee schedule the plazas and pavilion, while also updating when payment of
40 fees or monies are due to the Town; and

41 **WHEREAS**, Resolution 2017-06 updated Fee Schedule related to use of Jarvis Hall, and
42 adopt limitations on the frequency of the use of Jarvis Hall; and

43 **WHEREAS**, pursuant to Section 1-13 of the Lauderdale-By-The-Sea Code of Ordinances,
44 the Town Commission desires to further amend the Fee Schedule for Special Events and Other
45 Use of Public Properties by amending the fees related to Special Events, Park Uses, Street
46 Performers; and

47 **WHEREAS**, the Town Commission finds it to be in the best interest of the Town and its
48 citizens to adopt an updated Fee Schedule for Special Events and Other Use of Public Properties
49 that amends the fees related to Special Events, Park Uses, and Street Performers, and adopts the
50 fees as set forth in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF
THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:**

Section 1. **Recitals.** Each “WHEREAS” clause set forth is true and correct and incorporated herein by this reference.

Section 2. **Fees.** The Fee Schedule for Special Events and Other Use of Public Properties, which includes the fees for the use of Jarvis Hall and the Plazas, is hereby amended as follows ¹:

<u>Special Event, Park Use, and Street Performing Fee Schedule for Special Events and Other Use of Public Properties</u>		
The following is applicable to all <u>special events</u> and <u>other use of public properties</u> park use permits: 1. All applicants must abide by the conditions set forth in their permit, including but not limited to fees, deposits, insurance requirements, solid waste plan, and police, fire or EMS detail. 2. All fees, including any monies owed the Town must be paid before the event or park permit is issued. 3. All estimated fees or costs from Town or BSO shall be paid at least two weeks prior to the event date. Any additional costs incurred will be deducted from the event deposit or is due when invoiced. 4. Depending on the nature and size of the event, a deposit may be required as determined by the Town Manager.		
	Type of Activity, Permit or License	Fee
1. Chapter 14.3 – Parks A Park Permit is required for groups of 25 people plus or when a specific area is reserved. A Park Use Permit may not be approved if submitted within 14 business days of a proposed event. Private event in a park or at the beach where the public is not invited:		
1.1	Single day event, less than 25 people: No reserved area Reservation of a specific area.	No permit required <u>\$100125</u>
1.3	Single day event, 25 people + with or without reserved area.	<u>\$100125</u>
1.4	Multi-day event	<u>\$100125</u> Permit Fee plus an impact

¹ Text shown in underline reflects text or new or revised fees. Text shown in ~~strikethrough~~ reflects deleted text or fee amounts.

Special Event, Park Use, and Street Performing
Fee Schedule for Special Events and Other Use of Public
Properties

1.5	One day event (local or non-local user) that charges admission or registration or sell commercial products or services.	fee set by the Town Manager based on the activity, number of attendees, and impact on the facility
2. Chapter 14.5 - Street Performing		
2.1	Street performing annual permit fee	\$50
3. Chapter 17 - Special Events		
3.1	Special Event Application Fee See also use fees. See 3.2 For events hosted by a businesses with less than 15 employees in the Commercial District along Commercial Boulevard from A1A to West Tradewinds Application filed within 30 days of an event will not be accepted.	
	1. A volunteer event that provides direct benefits to the LBTS community. (examples: beach clean-up, Easter egg hunt, free yoga and meditation, etc.)	-0- (Town Manager may authorize an application to be accepted within 30-days of the event)
	2. Submitted at least 60 days in advance of the proposed event date	<u>\$100</u> <u>125</u>
	3. Submitted between 59 days and 30 days prior to the event PLUS any costs related to special processing of the processing of the application.	<u>\$250</u> <u>275</u> Plus costs, not to exceed \$1,500.
	4. A recurring event within a 6 month period	<u>\$500</u> <u>525</u>
	5. A recurring event within a 12 month period (for example, once a week or once a month).	\$800
	6. An event that has been advertised prior to Commission approval.	\$250 in additional to the application fee
	7. Semi-public business events that use private or public property with less than 50 people at any one time.	<u>\$50</u> <u>75</u> Event may be approved by the Town Manager
	8. Events (local and non-local user)that charges admission or registration or sell commercial products or services	Set by the Town Manager based on purpose, number of attendees, and impact on the facility
3.2	Special Event Application Fee for West Commercial Business District Commercial District events may be approved by the Town Manager if the event is consistent with the Commission's policy direction on special events and meets the following criteria:	

Special Event, Park Use, and Street Performing
Fee Schedule for Special Events and Other Use of Public
Properties

1. Less than 75 people at any time 2. 2. Located along Commercial Boulevard from Seagrape to West Tradewinds The \$2550 electrical use fee will be waived for usage of one 20-amp outlet at event Application filed within 30 days of an event will not be accepted.	
1. Submitted at least 60 days in advance of the proposed event date	\$2025
2. Submitted between 59 days and 30 days prior to the event PLUS any costs related to special processing of the processing of the application.	\$5060 Plus costs, not to exceed \$1,500.
3. A recurring event within a 12 month period (for example, once a week or once a month).	\$15 per event day
4. An event that has been advertised prior to Commission approval.	\$250 in additional to the application fee
5. Events that charges admission or registration or sell commercial products or services	Set by the Town Manager based on purpose, number of attendees, and impact on the area.

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3.3	Special Event Use Fees for Road Closures and El Mar Median Lane Parking The following use fees are in addition to the Special Event Application Fee, but may be modified or waived by the Town Commission upon a finding that the applicable event will provide a public benefit.	
	Event Conditions:	Road Closure El Mar Median Lane Parking
	1. Private or public business events that use public property with less than 50 people at any one time.	N/A N/A
	2. Less than 100 people	\$100125 per day N/A
	3. 101 - 200 people	\$200225 per day \$250275
	4. More than 200 people	Set by Commission based on purpose, number of attendees, and impact
	5. Events (local or non-local user) that charges admission or registration or sell commercial products or services	Set by Commission based on purpose, number of attendees, and impact.

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4. Chapter 17 - Jarvis Hall

User	Deposit	Rental Fee	Rental Policy (1) (2)
4.1. LBTS Resident (household)	\$100	\$-0-	Limit of 4 rentals in a twelve month period.
4.2. LBTS civic association, charity, community group, or non-profit organization.	\$100	\$-0-	Limit of 16 rentals in a twelve month period, which normally will be one per month plus special events.
4.3. LBTS Business	\$100	\$-0-	Limit of 3 rentals in a twelve month period.
4.4. Governmental entity or agency	\$-0-	\$-0-	As approved by the Town Manager
4.5. Out-of-Town charitable or non-profit	\$-0-	\$100 per day	Limit of 3 rentals in a twelve month period.
4.6. Non-Resident	\$300	\$200 for up to 3 hours, then \$50 per hour	Limit of 3 rentals in a twelve month period.
4.7. Out-of-Town Business	\$300	\$300 for up to 3 hours, then \$50 per hour	Limit of 3 rentals in a twelve month period.
4.8. Additional Service such as special set-ups, opening and closing services outside of business hours, or staffing at event.	Prepaid or charged to deposit	Actual cost determined by the Town Manager.	
4.9 Events (local or non-local user) that charge admission or registration or sell commercial products or services.	TBD	Set by the Town Manager based on purpose, number of attendees, and impact on the facility.	
(1) Each rental or event is limited to 3 consecutive days, which includes move in and move out. Upon the Applicant demonstrating a valid reason, or if required by the Town, the Town Manager may approve minor logistical changes, including but not limited to additional time for set-up and breakdown of events, that are consistent with the Town Code and the Town Commission’s policy direction on the use of Jarvis Hall.			
(2) A rental application denied by the Town Manager may be appealed to the Town Commission.			

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5. Use of the Dunes Plaza, Connie Hoffmann Plaza or Beach Pavilion Plaza

General philosophy: The Dunes Plaza, Connie Hoffmann Plaza and Beach Pavilion (“**The Plazas**”) are the premier public spaces in Town and were built for the enjoyment of our residents and visitors. They are available for events that are open to the general public or are of significant benefit to the Town. The Use Fees are set so the users bear the costs related to their events, rather than the Town subsidizing those events.

Generally, The Plazas will not be rented for events that are not open to the general public, although it is understood that there may be uses that require an admission fee or cost to the public.

The Town Commission may authorize the private use of one or more plaza by a user for an event that is deemed to be of significant benefit to the Town. (Example: a party hosted by the Town and the Convention & Visitors’ Bureau whose purpose is to showcase the Town to visiting travel agents or dignitaries).

Potential use on holidays.

- a. The Town Commission will decide in advance if they will make a plaza available for use by a Town commercial businesses or Town-based non-profit organizations on specific holidays.
- b. On those holidays the Commission designates, the Town will accept proposals for use six months in advance of the holiday and determine which proposals best fit the image and goals of the Town. After the Commission ranks the proposals in preferred order, staff will negotiate rental fees with the first ranked proposer and bring them back to the Commission for approval.
- c. The same business or non-profit organization may not rent the same space on a specific holiday two years in a row if another business or non-profit wants the opportunity. The Town Manager will determine whether others are interested in the opportunity, based on whether she or he has received written notice of such interest from an eligible business or organization no later than seven months prior to the holiday.

Use on the same day as a special event. Rentals will not be considered on days or evenings of Special Events if the Town Manager determines that a conflict would occur.

Sales. There will be no sales during an event except for 1) food products provided to the attendees, 2) items sold at a charity event, or, 3) hand-made artisan products.

Cancellation: The Town Commission reserves the right to cancel the rental up to 90 days in advance.

The following use fees apply, but may be modified or waived by the Town Commission upon a finding that the applicable event will provide a public benefit.

5.1	Advanced Advertising. An event that was advertised prior to receiving Commission approval	\$500 plus the application fee and use fee(s).
5.2	Plaza Event Application Fee (does not include Use Fee(s))	\$100 if filed at least 60 days in advance of the proposed event date. \$250 if submitted between 59 days and 30 days prior to the event AND any cost recovery fees for the costs for Town staff (including police and fire services) and any consultant time attributable to the processing of the application, not to exceed \$1,500.

Plaza Use Fees Are in addition to the Event Application Fees listed above. The use fee is per plaza. If an organization wants to utilize more than one plaza for their event, they must pay for each space. Use of the plazas as part of a larger special event are subject to the plaza use fees, in addition to the any other Special Event Use Fee, but may be waived or modified by the Town Commission upon a finding that the applicable event will provide a public benefit. Application filed within 30 days of an event date will not be accepted. A Deposit may be required and will be set by the Town Manager based on purpose, number of attendees, and impact on the facility.		
5.3	LBTS businesses (limited to 4 rentals per year per business)	\$850 per day per plaza
5.4	LBTS-based charity or non-profit organization (limited to 2 rentals per year per organization)	\$215 per day per plaza
5.5	Out-of-Town 501C Registered Non-Profit or Tax Exempt Organization (limited to 1 rental per organization per year)	\$425 per day per plaza

Section 3. Conflict. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Severability. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the other provisions of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its passage. The increased fees set forth herein related to Special Events, Park Uses, and Street Performers shall apply to all new requests submitted after the passage and adoption of this Resolution.

PASSED AND ADOPTED this 27th day of August 2024.



Mayor Edmund Malkoon

Attest:

APPROVED AS TO FORM:

83 *Katrina Adler*
84 Town Clerk, Katrina Adler
85
86
87 (CORPORATE SEAL)

Susan L. Trevarthen
Susan L. Trevarthen, Town Attorney





TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

PERMIT HOLDER INFORMATION

NAME / ORGANIZATION:	Chabad Lauderdale-By-The-Sea	REPRESENTATIVE:	Rabbi Benzion Singer
STREET ADDRESS:	4747 N. Ocean Drive, #238	CITY, STATE, ZIP:	Lauderdale-By-The-Sea, FL 33308
PHONE NUMBER (S):	(954) 263-7692	EMAIL:	rabbi@jewishlauderdale.com

DATE AND LOCATION OF EVENT

TYPE OF EVENT:	Service	DATE(S) OF EVENT:	Tuesday, December 16, 2025
HOUR(S) OF EVENT:	5:30PM-9:00PM	ADDRESS / LOCATION OF EVENT:	1 Commercial Boulevard, LBTS, FL 33308

DESCRIPTION OF EVENT (Temporary Structures, Signage, Banners, Balloon, Etc. – Location, Colors, Size and Number)

Menorah Lighting; Live Music

TUESDAY, DECEMBER 16, 2025	
Start of Set Up:	1:00 PM
Start Time of Event:	5:30 PM
End Time of Event:	9:00 PM
Cleanup Completed By:	10:00 PM

SPECIAL CONDITIONS

The EVENT was approved by Town Commission on November 18, 2025 with the following conditions:

1. All applicable fees pertaining to this event have been waived – Application fee (\$275), Plaza Use Fees (\$215), and electric fee (\$50) for a total of \$540.00
2. Marine Turtle Protection: If any of the activities take place on the beach sand, the Event organizers shall ensure a minimum buffer of 10 feet is kept clear around any marked sea turtle nests, or any areas that appear to be a new nest. All proposed event activities will stay clear of all active nests. No activities adjacent to a nest that might directly or indirectly disturb the area within the staked circle. No holes are to be dug in the sand west of the high tide line.



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

3. Road Closures, Lane Closures, and Parking Spaces:
 - a. The entrance and exit lanes of the horseshoe from El Mar to the Pavilion may be blocked from 5:00 p.m. until 9:00 p.m. Pier parking lot traffic shall use the south alley entrance located just south of the pier. Aruba Beach Café traffic shall use the North alley entrance.
 - b. The Event may load / unload between Dunes and Connie Hoffman Plazas between the hours of approximately 1:00 p.m. and 5:00 p.m. and from 9:00 p.m. until 10:30 p.m.
 - c. Six (6) undesignated parking passes are granted to the permit holder to allow parking from 3:00 p.m. – 10:00 p.m. on the day of the event.
 - d. Parking will otherwise operate according to normal parking regulations.
4. Setup:
 - a. Chairs shall be placed to provide the appropriate and required pedestrian walkways (one 8' aisle in the center). All chairs used in the plaza shall have protective (rubber or plastic) feet.
 - b. Tables, chairs, stage, equipment, etc. shall not interfere with pedestrian walkways, ingress or egress.
 - c. Sidewalks next to the Event site and within the Event shall remain open and clear for pedestrian traffic.
 - d. Stage is required to have two sets of steps for egress.
 - e. The Event shall be organized in a safe manner to protect attendees. All electric cords and similar material shall be covered to not pose a hazard to the public or event staff.
5. Broward Sheriff Office (BSO):
 - a. BSO shall specify the number of detail officers needed for traffic and crowd control. The Permit Holder shall contract with BSO directly for the necessary BSO personnel within ten (10) days of receiving event approval.
 - b. BSO shall approve the Event's traffic plan, if one is required.
6. Signage
 - a. One banner is to be set on the stage. The location of the signage is subject to the approval of Town Staff and BSO.
7. Restrooms on El Mar will be utilized for attendees of the Event.
8. Permit Holder is approved to use Town electric for the Event. Power use will not exceed Town's power supply of 20 amps.
9. The Event and its approved sound systems will be operated so as not to violate the Town's code, including section 13-6, Noise Limitation.
10. The Permit Holder shall provide written notice to all properties within a one-block radius of the event by December 1, 2025. The notice and distribution shall be approved by Town Hall prior to distribution.



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

11. A clean up deposit may be imposed, based on the final Site Plan, and due two weeks prior to the Event. Clean up fee starting at \$150 will be charged if the area is not cleaned to the Town's standards by 10:30 p.m. the day of the Event.
12. Final Site Plan must be presented to Town Staff for approval at least 48 hours in advance of the Event. The Permit Holder shall arrange for an inspection of the event site to occur two hours before the start of the event. This inspection shall include Town's Event Manager or designee, and the Event's dedicated on-site representative for the purpose of ensuring the event is organized in a safe manner.
13. The cost of any inspections or work required by Town Staff after normal working hours will be billed to the Event and must be paid within two weeks of invoice date.
14. Insurance:
 - a. At least thirty (30) days prior to the Event, the Permit Holder shall provide a Certificate of Liability written in comprehensive form naming the Town as additional insured in the amount of:
 - \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury; and
 - \$1,000,000 per occurrence and \$2,000,000 general aggregate for property damage with thirty (30) days written notice for cancellation
 - b. No required policy shall have a deductible or self-insurance retention greater than \$15,000
 - c. All policies must be issued by companies authorized to do business in the State of Florida and rated A- or better per Best's Key Rating Guide, latest edition. The certification of insurance will provide for the Town to receive 30 days' written notice prior to any cancellation, non-renewal or material change in the coverage provided, unless the insurance company refuses to provide such notice, as evidenced by affidavit of the policy holder or written documentation from the insurance company. In any event, the EVENT will be held responsible for providing the Town notice of any change in insurance coverage. The Town shall be named as an additional insured on all required insurance policies, and an endorsement reflecting this requirement will be issued as part of any required policies. Failure to comply with these requirements will justify a denial, suspension or revocation of the requested approval by the Interim Town Manager or designee.
15. In the event that control of any applicable event or activity, by contract or other arrangement, becomes the responsibility of a party other than the Event (the "Subcontractor"), the Subcontractor shall be required to meet the insurance and indemnification requirements of set forth in the Permit and this Approval, under which the EVENT is applying, as if they were the Event and will be held responsible for compliance with the Town Code as if the Subcontractor for the Event.
16. In the event that insurance certificates, licenses and other material requirements are not provided by the required dates, the approval for the Event shall expire unless the Town Manager finds there are extenuating circumstances that the Event sponsors have cured or can immediately cure without compromising the health, welfare and safety of the



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

citizens of the Town of Lauderdale-By-The-Sea and those attending the Event, without increasing the administration costs of the Town.

17. The Event shall owe no monies to the Town at the time of the event or have any code citations or violations. There shall be no code violations or monies due such as fines, fees, taxes or other charges, permits or licenses outstanding or owed to the Town by the current or past property owners or operators of the Event unless all monies due are paid, permits/paperwork received, and code issues resolved 14 days prior to the Event.
18. The Town Manager may suspend permission for this event or require changes in the site plan due to conflicting activities, failure of the Event to comply with the terms and conditions of the Town's event permit, for health or safety issues, or for the best interests of the Town.
19. The Town Manager may approve minor logistical changes that are consistent with the Commission's policy direction on special events if deemed necessary by the Town or upon the EVENT proposing a valid reason.
20. Permission for the Event may be suspended or modified by the Commission, Town Manager, or designated Staff.
21. The Town Manager or onsite Town representative may terminate the Event or Event's participation due to the Event not complying with the terms and conditions of the Town's event permit, for health or other safety reasons.
22. If any Condition is not met by the EVENT, the Town may charge a \$500 fee for each occurrence of a violation of these Conditions.



TOWN OF LAUDERDALE-BY-THE-SEA SPECIAL EVENT PERMIT

DOCUMENTS AND PERMITS REQUIRED

Insurance Needed

SIGNATURES REQUIRED

PERMIT HOLDER: I agree to comply with all conditions of this permit	
SIGNATURE OF PERMIT HOLDER:	DATE:
 RABBI BENZION SINGER PRINTED NAME	

TOWN REPRESENTATIVE:	
SIGNATURE:	DATE:
 KATIE ANDERSON, EVENTS & MARKETING MANAGER PRINTED NAME & AFFILIATION TO EVENT	

TOWN REPRESENTATIVE:	
SIGNATURE:	DATE:
 COURTNEY EASLEY, ASSISTANT TO TOWN MANAGER PRINTED NAME & AFFILIATION TO EVENT	



Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Katie Anderson, Events & Marketing Manager

Submitting Department: Administration

Item Type: Action Item

Agenda Section: NEW BUSINESS

Subject Title: Party in the Park Series

Explanation:

Staff is thrilled to propose a new Town event — the Party in the Park series.

Building on the excitement surrounding the newly renovated Friedt Family Park, this series aims to introduce more family-friendly activities that showcase this wonderful community space. Party in the Park will feature a collection of pop-up style events offering light entertainment, giveaways, special character appearances, and more. Each event will celebrate a unique monthly theme, creating fresh and engaging experiences for residents throughout the year.

Each event will range in budget from approximately \$1,500 or less, and come out of the Special Events budget line item (001-519100-500495).

The first event is the series, Party in the Park: Friedt is Frozen (**Exhibit 1**), is anticipated to be held Thursday, December 18, 2025 from 5:30PM-7:30PM. Key features of this event look to include a visit from the beautiful Princess Elsa and her snowy companion Olaf, light background music, and winter themed treats.

Town Staff looks forward to coordinating additional enhancements with the various Town Associations pending approval of the Event.

Recommendation: Staff recommends approval of the Friedt is Frozen event.

Exhibits:

1. LBTS Parties in the Park Flyer

Exhibit 1

Introducing...



Friedt is “Frozen”

Thursday, December 18, 2025
from 5:30 p.m. to 7:30 p.m.

Enjoy an evening in the park with us!
Meet your favorite princess and
snowman, sip hot chocolate,
and enjoy the fun.



Stay tuned for our next party!
www.discoverlbts.com
(954) 640-4200



Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Ken Rubach, Town Manager

Submitting Department: Administration

Item Type: Resolution

Agenda Section: RESOLUTIONS – PUBLIC COMMENTS

Subject Title: RESOLUTION 2025-35: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING A FIRST AMENDMENT TO A PIGGYBACK AGREEMENT WITH ONE PARKING INC. FOR PARKING OPERATIONS AND ENFORCEMENT SERVICES, UTILIZING THE TERMS AND CONDITIONS OF THE CITY OF DELRAY BEACH AGREEMENT AWARDED PURSUANT TO RFP 2022-038; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE PIGGYBACK AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Explanation: A majority of the Town's parking operations are contracted out to One Parking Inc. via an agreement which was approved by the Commission in December 2023 (Resolution 2023-50), as they are able to provide the services more cost efficiently than we would be able to do so in-house. Two full-time positions are currently held in-house, the Parking Services Supervisor, which falls under the oversight of one of the Public Works Supervisors, and the Parking Coordinator position. With the loss of our Assistant to the Public Works Director, staff offered the position to the Parking Services Coordinator and she accepted. Her knowledge of Town operations and familiarity with the staff allowed her to slip into the role seamlessly to hit the ground running.

With a vacancy in this position, staff began to analyze whether it made sense to retain the position in-house or seek to contract out the position. The position initially was an extremely technical, hands-on position requiring the ability to fix and replace meter heads as well as service the pay stations. As we have transitioned fully away from traditional meters and have relied more on mobile payment options, the need to have this expertise is no longer needed therefore this role has transitioned into more a forward facing, customer interacting position as well as backend work within the parking system software. Staff worked with One Parking to find a suitable staff person among their ranks, which would also provide us with a cost-savings opportunity. This will require a change to the contract as the amount of the contract will increase by \$77,000 this fiscal year. However, the overall savings we will realize by contracting out the position will be approximately \$15,000 in FY26. Below are the amended costs associated with this change. This does not alter the length of the contract, which runs through 2028.

FISCAL YEAR	PREVIOUS CONTRACTUAL AMOUNT	NEW CONTRACTUAL AMOUNT
2026	\$296,731.39	\$373,533
2027	\$302,543.32	\$384,553
2028	\$311,619.62	\$396,089

Recommendation: Approve Resolution 2025-35:

Exhibits:

1. Reso 2025-35- Approving A First Amendment To A Piggyback Agreement With One Parking
2. EX A- Amended One Parking Agreement

RESOLUTION NO. 2025-35

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING A FIRST AMENDMENT TO A PIGGYBACK AGREEMENT WITH ONE PARKING INC. FOR PARKING OPERATIONS AND ENFORCEMENT SERVICES, UTILIZING THE TERMS AND CONDITIONS OF THE CITY OF DELRAY BEACH AGREEMENT AWARDED PURSUANT TO RFP 2022-038; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE PIGGYBACK AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on March 28, 2023, the City of Delray Beach ("Delray Beach") adopted Resolution No. 57-23 competitively awarding a contract to One Parking Inc. (the "Contractor") for the Services pursuant to Request for Proposals No. 2022-038 (the "Delray Beach Agreement"); and

WHEREAS, Section IV.E. "Cooperative Purchasing (Piggybacking)" of the Town's Purchasing Manual provides that purchases made under the provisions of another government's purchasing contracts shall be exempt from the competitive bidding requirements provided that certain criteria set forth are all satisfied; and

WHEREAS, on December 12, 2023, the Town of Lauderdale-By-The-Sea (the "Town") contracted with One Parking, Inc. (the "Contractor") for the provision of parking operations and enforcement services (the "Services") within the Town pursuant to Resolution No. 2023-50 (the "Agreement"); and

WHEREAS, as the Town has transitioned away from traditional meters toward mobile payment systems, the Parking Coordinator position has evolved from a technical maintenance role to one primarily focused on customer service and software administration; and

WHEREAS, Town staff worked with the Contractor to identify a qualified staff person from among its existing personnel to assume the responsibilities of the Parking Coordinator position, providing for greater operational efficiency and long-term cost savings; and

WHEREAS, the additional services would increase the contract amount by \$77,000 for the current fiscal year, as detailed in the fee schedule attached hereto as Exhibit “1”; and

WHEREAS, the Town desires to amend the existing Piggyback Agreement with the Contractor, in substantially the form attached hereto as Exhibit “A,” to incorporate the additional services under the same or better terms and conditions as the Delray Beach Agreement (the “First Amendment”); and

WHEREAS, the Town Commission finds that approving the First Amendment to the Agreement with the Contractor serves the best interests of the Town and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:

Section 1. Recitals. Each “WHEREAS” clause set forth is true and correct and herein incorporated by this reference.

Section 2. Approval of Amendment. The Town Commission hereby approves the First Amendment to the Piggyback Agreement with the Contractor, in substantially the form attached hereto as Exhibit “A.”

Section 3. Authorization to Execute Amendment. The Town Manager is hereby authorized to execute the First Amendment to the Piggyback Agreement with the Contractor, attached hereto as Exhibit “A,” together with such non-substantial changes as are deemed necessary by the Town Manager and approved as to form and legal sufficiency by the Town Attorney.

Section 4. Authorization to Implement. The appropriate Town officials are authorized to execute all necessary documents and to take any necessary action to effectuate the intent of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this _____ day of November, 2025.

Mayor Edmund Malkoon

Attest:

Courtney Easley, Acting Town Clerk

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney

**FIRST AMENDMENT TO
THE SERVICES AGREEMENT
BETWEEN
THE TOWN OF LAUDERDALE-BY-THE-SEA
AND
ONE PARKING INC.**

THIS FIRST AMENDMENT to the Services Agreement (the “First Amendment”) is entered into as of the ___ day of November 2025 (the “Effective Date”), by and between the **TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA**, a Florida municipal corporation (the “Town”) and **ONE PARKING INC.**, a Florida limited liability company (the “Contractor”).

WHEREAS, on December 12, 2023, the Town of Lauderdale-By-The-Sea (the “Town”) and One Parking, Inc. (the “Contractor”) entered into a Piggyback Agreement (the “Agreement”) for the provision of parking operations and enforcement services within the Town (the “Services”); and

WHEREAS, as the Town has transitioned away from traditional meters toward mobile payment systems, the Parking Coordinator position has evolved from a technical maintenance role to one primarily focused on customer service and software administration; and

WHEREAS, Town staff worked with the Contractor to identify a qualified staff person from among its existing personnel to assume the responsibilities of the Parking Coordinator position, providing for greater operational efficiency and long-term cost savings; and

WHEREAS, the additional services would increase the contract amount by \$77,000 for the current fiscal year, as detailed in the fee schedule attached hereto as Exhibit “1”; and

WHEREAS, the Town and Contractor wish to modify the terms of the Agreement in accordance with the terms and conditions set forth in this First Amendment.

NOW, THEREFORE, for and in consideration of the mutual promises set forth herein, the Town and Contractor agree as follows:

A. **Recitals Incorporated.** The above recitals are true and correct and incorporated herein.

B. **Amendment of Section 1(c) of the Piggyback Agreement.** Section 1(c) of the Piggyback Agreement is amended as follows:

C. The Total operating cost shall be in an amount not to exceed ~~\$1,469,940.43~~ 1,716,041.10 for the initial five (5) year period, which includes an annual management fee of ~~\$30,000 per year.~~

1. Fiscal Year 24: Contractor shall be paid in an amount not to exceed \$

276,870.00.

2. Fiscal Year 25: Contractor shall be paid in an amount not to exceed \$285,176.10.
3. Fiscal Year 26: Contractor shall be paid in an amount not to exceed ~~\$293,731.39~~ \$373,353.
4. Fiscal Year 27: Contractor shall be paid in an amount not to exceed ~~\$302,543.32~~ \$384,553.
5. Fiscal Year 28: Contractor shall be paid in an amount not to exceed ~~\$311,619.62~~ \$396,089.

C. **Noncoercive Conduct Affidavit.** Pursuant to Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes. By entering into this Agreement, the Contractor acknowledges that it has read Section 787.06, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

D. **PROHIBITION ON CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN.**

If this contract contemplates the Town giving access to an individual's personal identifying information, then the following applies:

Pursuant to Section 287.138, Florida Statutes, a governmental entity may not accept a bid on, a proposal for, or a reply to, or enter into, a contract with an entity which would grant the entity access to an individual's personal identifying information unless the entity provides the governmental entity with an affidavit signed by an officer or representative of the entity under penalty of perjury attesting that the entity does not meet any of the criteria of Section 287.1838, Florida Statutes. By entering into this Agreement, the Contractor acknowledges that it has read Section 287.138, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

E. **Conflict; Amendment Prevails.** In the event of any conflict or ambiguity between the terms and provisions of this First Amendment and the terms and provisions of the Agreement, the terms and provisions of this First Amendment shall control.

F. **Agreement Ratified.** Except as otherwise specifically set forth or modified herein, all terms in the Agreement are hereby ratified and affirmed and shall remain unmodified and in full force and effect in accordance with its terms.

G. **Defined Terms.** All initial capitalized terms used in this First Amendment but not otherwise defined herein shall have the same meaning ascribed thereto in the Agreement.

H. **Counterparts.** This First Amendment may be executed in counterparts, each of

which shall be deemed an original, but all of which, when taken together, shall constitute one and the same instrument. An executed facsimile or electronic copy of this First Amendment shall have the same force and effect as an original hereof.

IN WITNESS WHEREOF, the parties hereto have made and executed this First Amendment to the Agreement on the respective dates under each signature: the Town of Lauderdale-By-The-Sea, signing by and through its Town Manager, authorized to execute same, and by the duly authorized representative of the Contractor, to execute same.

TOWN:

TOWN OF LAUDERDALE-BY-THE-SEA, a Florida municipal corporation

By: _____
Ken Rubach, Town Manager

By: _____
Lucila Lang, Finance Director

CONTRACTOR:

ONE PARKING INC., a Florida limited liability company.

By: _____
Name:
Title:

ATTEST:

Courtney Easley, Acting Town Clerk

**APPROVED AS TO LEGAL FORM
AND SUFFICIENCY:**

Susan L. Trevarthen, Town Attorney

**AFFIDAVIT ATTESTING TO
NONCOERCIVE CONDUCT FOR LABOR OR SERVICES**

Effective July 1, 2024, Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with the Town is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.

By signing below, **I hereby affirm under penalty of perjury that:**

1. I have read Section 787.06, Florida Statutes, and understand that this affidavit is provided in compliance with the requirement that, upon execution, renewal, or extension of a contract between a nongovernmental entity and the Town, the nongovernmental entity must attest to the absence of coercion in labor or services.
2. I am an officer or representative of _____, a nongovernmental entity.
3. _____ does not use coercion for labor or services as defined in the relevant section of the law.

In the presence of:

**Under penalties of perjury, I declare that I
have read the foregoing and the facts stated in
it are true:**

Witness #1 Print Name: _____

Print Name: _____

Title: _____

Witness #2 Print Name: _____

Entity Name: _____

OATH OR AFFIRMATION

State of Florida

County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20____, by _____ (name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

Notary Public (Print, Stamp, or Type as
Commissioned)

Personally known to me; or

Produced identification (Type of Identification: _____)

Did take an oath; or

Did not take an oath

**AFFIDAVIT REGARDING PROHIBITION ON CONTRACTING WITH
ENTITIES OF FOREIGN COUNTRIES OF CONCERN**

Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), the Town may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by the government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern.

This affidavit must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with the Town which would grant the entity access to an individual's personal identifying information.

1. _____ ("entity") does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, F.S.

In the presence of:

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

Witness #1 Print Name: _____

Print Name: _____

Title: _____

Witness #2 Print Name: _____

Entity Name: _____

OATH OR AFFIRMATION

State of Florida

County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20____, by _____ (name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

Notary Public (Print, Stamp, or Type as
Commissioned)

Personally known to me; or

Produced identification (Type of Identification: _____)

Did take an oath; or

Did not take an oath

Lauderdale By The Sea Budget

11.3.25

FY26 October 2025 - September 2026

Monthly Average	\$31,113

Payroll	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Total
EXPENSES													
Wages (see table below)	\$17,044	\$17,044	\$17,044	\$21,305	\$17,044	\$17,044	\$21,305	\$17,044	\$21,305	\$17,044	\$17,044	\$21,305	\$221,572
Payroll Taxes and Workers Comp (16%)	\$2,770	\$2,770	\$2,770	\$3,462	\$2,770	\$2,770	\$3,462	\$2,770	\$3,462	\$2,770	\$2,770	\$3,462	\$36,005
TOTAL LABOR COSTS	\$19,814	\$19,814	\$19,814	\$24,767	\$19,814	\$19,814	\$24,767	\$19,814	\$24,767	\$19,814	\$19,814	\$24,767	\$257,577
Operational Expenses	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Total
Human Resources and Screening Expense	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$900
Employee Benefits	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$5,400
Insurance	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$389	\$4,668
Third Party Payroll Processing	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$3,600
Permits & Licenses	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Administrative	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$430	\$5,160
UpSafety Equipment Amortization	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$2,125	\$25,500
Management Fee	\$2,575	\$2,575	\$2,575	\$2,575	\$2,652	\$2,652	\$2,652	\$2,652	\$2,652	\$2,652	\$2,652	\$2,652	\$31,516
PCI/Tech	\$2,500	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$16,800
Annual Up Safety Saas Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,852	\$0	\$0	\$0	\$0	\$10,852
Vehicle	\$0	\$0	\$0	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$350
Supplies	\$150	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$1,470
Utilities/telephone 5G	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$230	\$2,760
Miscellaneous	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000
TOTAL OPERATING EXPENSES	\$10,524	\$8,494	\$8,494	\$8,494	\$8,571	\$8,921	\$8,571	\$19,423	\$8,571	\$8,571	\$8,571	\$8,571	\$115,776
TOTAL EXPENSES	\$30,338	\$28,308	\$28,308	\$33,261	\$28,385	\$28,735	\$33,338	\$39,237	\$33,338	\$28,385	\$28,385	\$33,338	\$373,353

STAFFING SCHEDULE / WAGES					
WAGES	Hours a week	Hourly/Wage	Weeks	Weekly Payroll	Yearly Payroll
Project Manager Allocation				\$307	\$16,000
On-Site Manager	40	\$28.85	52	\$1,154	\$60,008
Enforcement Officer	80	\$18.00	52	\$1,440	\$74,880
Enforcement Officer	80	\$17.00	52	\$1,360	\$70,720
Total Payroll				\$4,261	\$221,608

PAYROLL SCHEDULE								
STAFF	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total Hours
Project Manager	8am to 5pm	8am to 5pm	8am to 5pm	8am to 5pm	8am to 5pm	Off	Off	40
Project Manager								40
Enforcement Officer #1	7am to 3pm	7am to 3pm	7am to 3pm	7am to 3pm	7am to 3pm	7am to 3pm	7am to 3pm	
Enforcement Officer #2	2pm to 10pm	2pm to 10pm	2pm to 10pm	2pm to 10pm	2pm to 10pm	2pm to 10pm	2pm to 10pm	
Enforcement Total								



Agenda Item No: 19.a.

Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Jhanelle Campbell, Development Services Director

Submitting Department: Development Services

Item Type: Quasi Judicial Public Hearings

Agenda Section: QUASI JUDICIAL PUBLIC HEARINGS

Subject Title: Pursuant to Chapter 30, "Unified Land Development Regulations," Section 30-510(b)(2), "New Mid-Century Modern Style Signs," of the Town's Code of Ordinances ("Town Code"), the Applicant has requested a Conditional Use Permit (2025-CUS-02) to allow a new trademarked Mid-Century Modern style wall sign with 26-inch sign lettering where 12 inches is required by Town Code Section 30-506(a)(6)(a) within the B-1 Zoning District for the property at 112-112A Commercial Boulevard. (Sushi Sake)

Explanation: The Town Commission established Mid-Century Modern as the Town's preferred architectural style in 2011. To support the Mid-Century Modern style, the Commission also established a process in Sec. 30-510 of the Town code (**Exhibit 1**) to approve new Mid-Century Modern style signs that exceed the code requirements.

Figure 1- Proposed Sign



Sushi Sake is located at 112-112A E. Commercial Blvd. The property owner's representative submitted an application for Conditional Use on July 25, 2025, to permit the proposed sign (**Figure 1**), which has been installed on the facade wall of the building to exceed the maximum allowed letter height and design style. The sign letters are 26 inches in height, where the code only allows for a maximum letter height of 12 inches. However, the total square footage of the sign is 26 square feet, which is within the maximum 32 square feet allotment by the Town Code (**Exhibit 2 - General Design Standards**).

Citizen Participation Meeting

A citizen participation meeting was held on October 15, 2025. A summary of the meeting is attached as: **Exhibit 3**. No residents appeared for or against the proposed sign.

Notification was sent to all neighboring residents within 300 feet of the project. The property was also posted and notice of the application was also posted on the Town’s website. Two inquiries regarding the application have been received and, after an explanation of the project, there was no objection to the request.

Staff has reviewed the application and determined that it is eligible for a Section 30-510 waiver. The Town’s consulting architect, Arthur Marcus, reviewed the application and found that the submittal has characteristics of Mid-Century Modern architectural style and therefore qualifies for the exemption (**Exhibit 4**). The characteristics of the proposed sign that meet the Mid-Century Modern architectural style are:

- 1. The use of a range of colors
- 2. Singularity of design
- 3. Creative composition of sign components
- 4. Non-traditional lettering
- 5. Expressive, free-form style
- 6. The signage itself is an important feature of the architectural design.

The relief requested by the applicant is shown in Table 1.

Table 1

	Code Req.	Request	Difference
Sign Style	Section 30-506(6)(d)(2	Trademark Design	Style & Design
Letter size	12”	26”	14”

Staff has corresponded with the applicant and has obtained proof of the trademarked design for the proposed sign style (**Exhibit 5**), which will not exceed the 26-inch measurements provided in Figure 1. The proposed sign will cover approximately 4.7% of the building facade, which is in compliance with the maximum facade coverage of 15% allowed per the Town code.

Recommendation: RECOMMENDATION: Staff recommends approval of the attached development order (**Exhibit 6**), which approves the wall sign with the following conditions:

1. The sign shall be in the form, size and font as provided in the sign drawing attached as Exhibit A to the Development Order.
2. The wall sign show shall not exceed 26 inches in letter height for the trademarked sign.
3. The façade coverage shall not exceed 4.7%
4. This conditional use waiver permit is specific to this sign and any other signage for this building would be required to comply with the sign code at the time of the application.
5. The sign shall meet all requirements of the Florida Building Code and a building permit shall be obtained no later than May 18, 2026.

Exhibits:

1. Exhibit 1 - Sec. 30-510. - Landmark and Mid-century Modern Signs
2. Exhibit 2 - Sec. 30-506. - General Design Standards
3. Exhibit 3 - Sushi Sake Citizen Participation Summary
4. Exhibit 4 - Sushi Sake Architectural Review Approval
5. Exhibit 5 - Sushi Saki Trademark
6. Exhibit 6- Development Order 112 A E COMMERCIAL BLVD 2025-CUS-02- sushi sake-final
7. Exhibit 6- Exhibit A- Plans- Sushi Sake

Sec. 30-510. - Landmark and Mid-century Modern signs.

- (a) *Landmark signs.* The Town Commission may, following a public hearing, grant a waiver of the Town Code related to signage for a landmark business upon a finding that the waiver requested or approved is the minimum waiver necessary to provide for signage consistent with, but not necessarily identical to, signage historically utilized in the Town which maintains the landmark identity and character of the business and Town.
- (1) A business may be designated as a landmark business by the Town Commission following a public hearing.
 - (2) The designation of a landmark is a function of not just a building, but the business within that building that has created a unique sense of place that is significant and prominent in the identity and history of the Town. A landmark business designation is unique to the designated business at the designated location. Neither the business nor the location independently shall be considered a landmark business.
 - (3) The Town Commission may designate by resolution a business as a landmark business upon application by the business owner and consideration of the following factors:
 - a. History of operation for a minimum of 35 years at the same location; and
 - b. Establishment of an identity and business awareness of such character and reputation as to be considered an identifiable landmark within the Town.
- (b) *Mid-century Modern signs.*
- (1) *Existing Mid-century Modern style signs that do not meet the requirements of this article.* An application may be filed for administrative review, or with a site plan application, for the replacement of an existing Mid-century Modern style on-premise sign that meets the requirements of [section] 30-9 and the Town ADS but does not meet the requirements of this article, provided existing non-conformities are not increased.
 - (2) *New Mid-century Modern style signs.* An application may be filed for a conditional use permit or as part of a site plan application for a new Mid-century Modern style permanent on-premise sign, for a Mid-century Modern style building, that does not meet the requirements of this article. All signs proposed on the building shall be consistent in style. As part of a conditional use or site plan review, the Town Commission may waive any of the requirements of these sign regulations upon a finding that the proposed sign complies with the Mid-century Modern architectural style as addressed in section 30-51, architectural review standards, of this Code and the Town's architectural design guidelines.

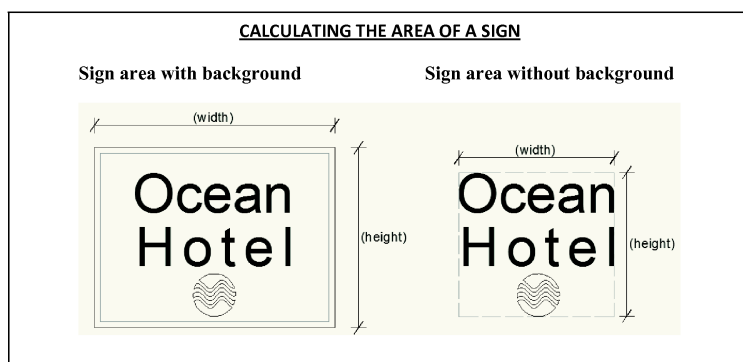
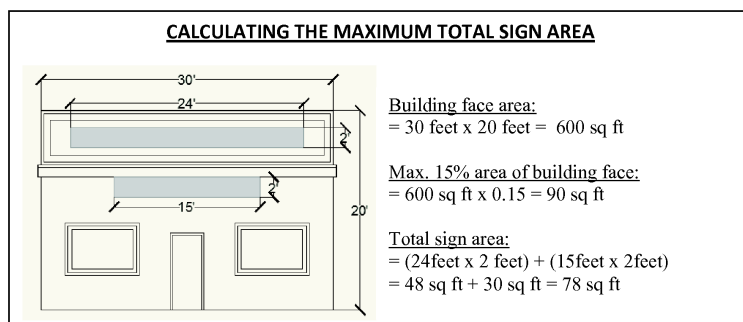
(Ord. No. 2012-04, § 2, 3-27-2012; Ord. No. 2013-07, § 2, 8-20-2013; Ord. No. 2014-13, § 2, 10-28-2014; Ord. No. 2015-21, § 2, 12-8-2015; Ord. No. 2020-04, § 2, 4-14-2020)

Sec. 30-506. - General design standards.

Illustrations are shown to provide interpretative assistance. In the event of a conflict between the text and an illustration, the text shall prevail.

(a) *Area and height measurements.*

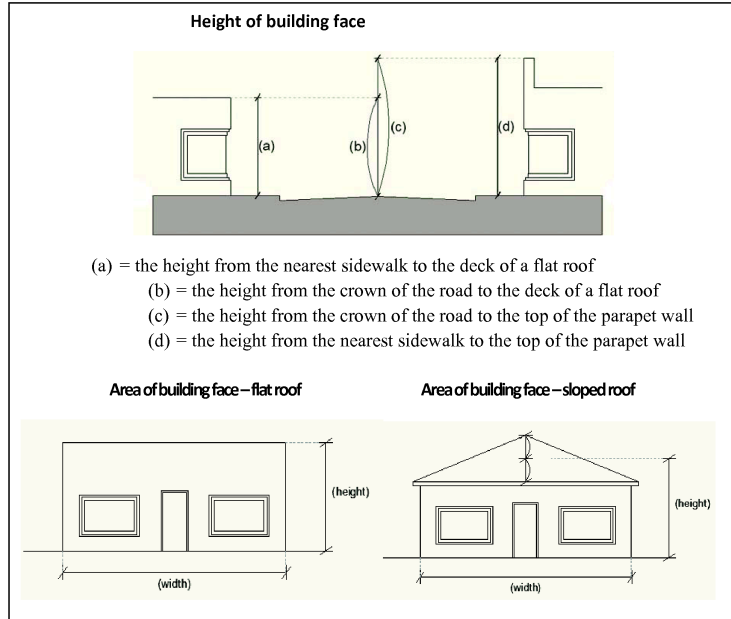
- (1) *Calculating the area of a sign when the sign contains a defined background:* The sign area is calculated by determining the total number of square feet, including the surface of the sign, which may include text, copy, symbols and corporate logos, and any framing, trim or molding that is definable as the sign background, but not including the supporting structure.
- (2) *Calculating the area of a sign when the sign does not contain a defined background:* The sign area is calculated by determining the total number of square feet of the smallest area of a square or rectangle encompassing all of the text, copy, symbols and corporate logos displayed on a sign.

(3) *Calculating the area of a double-faced sign:*

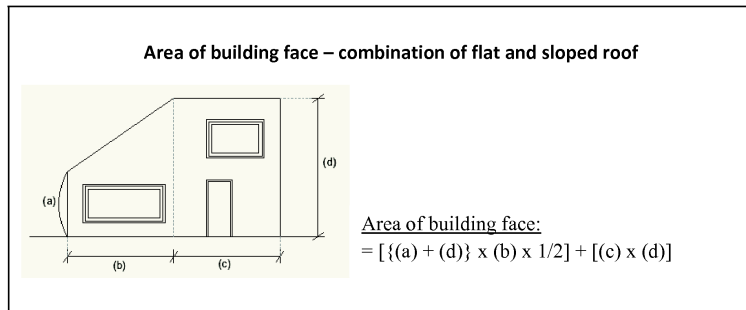
In determining the sign area of a double-faced sign, which is a sign with identical faces mounted on opposite and parallel sides of the same sign, only one of the two identical faces shall be used to calculate the sign area.

- (4) *Calculating the area of a building face:* The area of a building face shall be determined by multiplying the height of the building face by the width of the building face. In order to determine the area of a building face, the height of the building face shall be measured as follows:
 - a. In no case shall the total sign area of all signs attached to the wall, canopy and/or awnings of a building face exceed 15 percent of the area of that building face.

- b. In the case of a building with a flat roof, the height of the building face shall be measured from the elevation of the nearest sidewalk or crown of the road, whichever is higher, to either the deck of a flat roof or the top of the parapet wall, whichever is higher.
- c. In the case of a building with a sloped roof, the height of the building face shall be measured from the elevation of the nearest sidewalk or crown of the road, whichever is higher, to the midpoint of a sloped roof.

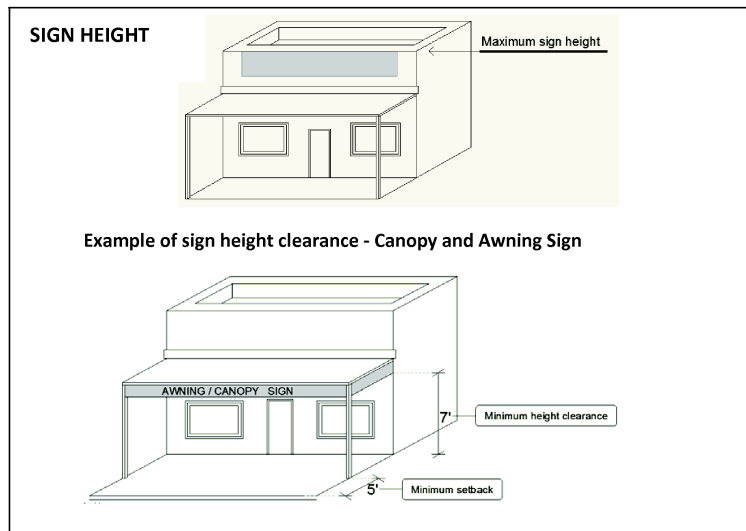


- d. In the case of a building with a combination of flat roof and sloped roofs, the height of the building face shall be measured for each area of roof type as described in subsections (4)b. and c. above, and the area of the building face shall be the combined sum as calculated for each portion of the building face.



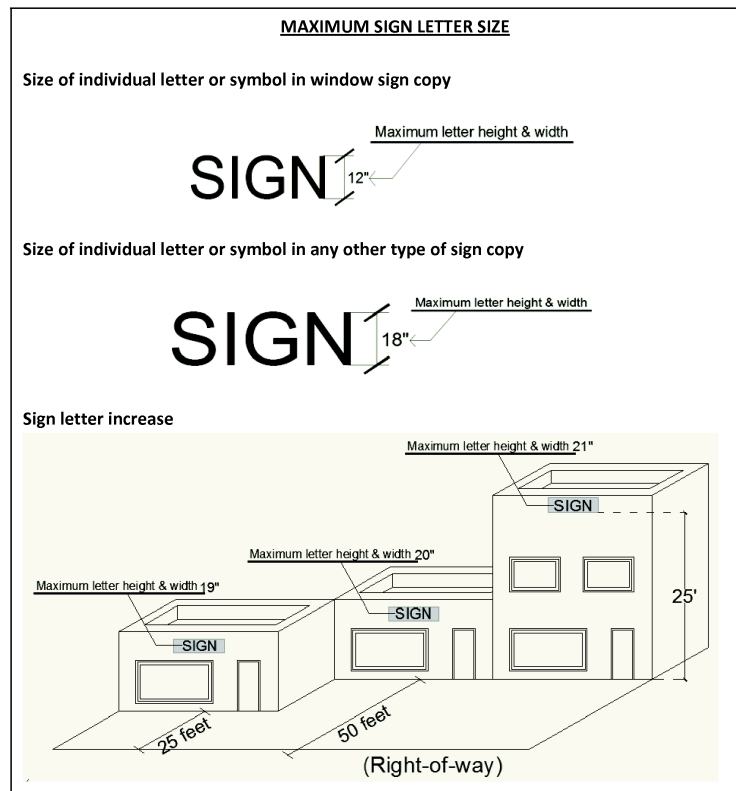
(5) *Sign height and sign height clearance:*

- a. The height of a sign shall be measured from the elevation of the nearest sidewalk or crown of the road, whichever is higher, to the highest point of the sign area.
- b. The maximum height of a sign and the minimum height clearance of a sign shall be as specified in section 30-507, "Restrictions and standards by sign type," and section 30-508, "Sign regulations by zoning district."



(6) *Maximum sign letter size.*

- a. The size of an individual letter or symbol in any type of sign copy shall not exceed 12 inches in height or width for businesses located east of North Ocean Drive (does not include businesses facing North Ocean Drive) and 18 inches in height or width for businesses located west of or facing North Ocean Drive and corner businesses facing Commercial Boulevard and Ocean Drive, except that:
 1. The sign letter size may be increased by one inch for each 25 feet that the sign is set back from nearest street right-of-way; and
 2. The sign letter size may be increased by one inch for each 25 feet that the sign is mounted above the elevation of the nearest sidewalk or crown of the road, whichever is higher. (For example, the lettering may be one inch larger if the sign is posted at 25 feet above the crown of the road or sidewalk, and two inches larger if the sign is posted at 50 feet above the crown of the road or sidewalk.)



(b) *Construction.*

- (1) All permanent signs shall be constructed of durable, weather-resistant and fade-resistant materials. All permanent, temporary and exempt signs shall be professionally constructed or manufactured.
- (2) All permanent signs, except those on single-family and duplex lots, shall be installed by a licensed contractor.
- (3) All permanent signs shall be constructed and installed to conform to the requirements of the building code.
- (4) All temporary signs shall be constructed and installed in a workman-like manner, shall not pose any safety hazard, and shall be removed upon the expiration of the temporary sign permit or upon the issuance of a severe weather warning.
- (5) A separate electrical permit is required for any illuminated sign.
- (6) Stenciled signs are permitted for use as permanent signs.
- (7) Professionally painted signs that are applied directly to the window, wall of a building face, canopy or awning are permitted.

(c) *Colors.*

- (1) No florescent, phosphorescent, iridescent or reflective colors or paint may be used in any sign, except governmental informational, directional, traffic control or warning signs.
- (2) Letters and numerals contained within the sign area of each individual sign shall be limited to no more than three colors.
- (3) White shall not be counted as a color when used as the background of the sign.

- (4) All permanent signs on the same building shall use the same color scheme.
 - (5) Sign color(s) shall be compatible with the color(s) of any building or wall upon which the sign is mounted.
 - (6) Trademarks are exempt from the color requirements of this article. An applicant must file a color copy of the registered trademark with the sign permit application to qualify for this exemption.
 - (7) Any freestanding sign shall utilize the same color scheme of the building to which it is related.
 - (8) The actual color samples to be used, as well as written authority from the landlord or agent (unless applicant is owner) to use the submitted colors and layout, must accompany all permit applications.
- (d) *Layout.*
- (1) The size, location, and style of permanent signs, excluding window signs, shall be compatible with the buildings or locations where they are placed.
 - (2) Multiple signs of the same type for the same business and on the same building shall be consistent in terms of style.
 - (3) During the site plan review process, hotel, motel, business, apartment buildings, condominiums and institutional buildings shall be designed to incorporate locations for wall signage meeting the requirements of these regulations as part of the overall design of the building. Signs shall be reviewed, all code requirements met, and sign permits obtained prior to placement of any signs on the premises.
- (e) *Sign and building illumination.*
- (1) Illuminated signs may be indirectly or internally illuminated.
 - (2) All lighting elements or bulbs for signs and/or buildings which are visible from any other public or private property must be fully recessed or shielded within opaque or translucent covers.
 - (3) Wooden signs shall not be internally illuminated nor have electrical fixtures attached directly to the sign panel.
 - (4) The intensity of illumination shall be limited to no more than 90 foot lamberts or ten foot-candles within residential districts or if visible within 200 feet from first floor residential property.
 - (5) The intensity of illumination shall be limited to no more than 150 foot lamberts or 25 foot-candles if visible within 200 to 500 feet from first floor residential property.
 - (6) The intensity of illumination shall be limited to a maximum of 250 foot lamberts or 50 foot-candles within non-residential districts.
 - (7) All transformer boxes, outlets and conduits relating to sign illumination shall be screened from exterior view.
 - (8) A separate electrical permit is required for any sign illumination.
 - (9)

Architectural lighting designed to illuminate building walls, architectural features or landscaping is a not regulated as a sign.

- (f) *Prohibiting location of signs in sight visibility triangles and in utility or drainage easements.* No sign shall be located within any utility or drainage easement, or within any sight visibility triangle or safe recovery area for a street.

(Ord. No. 2012-04, § 2, 3-27-2012; Ord. No. 2013-07, § 2, 8-20-2013; Ord. No. 2014-10, § 2, 10-28-2014; Ord. No. 2015-21, § 2, 12-8-2015; Ord. No. 2020-04, § 2, 4-14-2020)



Conditional Use Sign Application

4350 N Ocean Drive

Lauderdale-By-The-Sea, FL 33308

Citizen Participation Meeting Summary on October 15, 2025

Table of Contents

Application and Development Summary (page 3)

 Project Summary (page 4)

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 Attendee List (page 6)

Appendix (page 7)

 Project Presentation (pages 8 -16)

Application and Developmental Summary

Project Summary

The applicant, Sushi Sake, is requesting Conditional Use approval to permit new exterior signage associated with its upcoming restaurant location at 4350 North Ocean Drive, Lauderdale-by-the-Sea.

The proposed signage reflects the established Sushi Sake brand identity while remaining compatible with the Town's coastal aesthetic and sign regulations. The design includes a single wall-mounted sign on the building facade, featuring individual channel letters with internal illumination. The illumination will be subtle and energy-efficient, intended to enhance nighttime visibility without creating glare or light spillover to neighboring properties.

The signage will replace a prior tenant's sign. Materials and colors are consistent with the approved building palette, maintaining a professional and cohesive appearance along the commercial corridor.

The applicant has engaged with Town staff to ensure compliance with Chapter 30 – Zoning Code and applicable signage design standards. No deviations from midcentury modern or variances are requested.

The proposed sign serves to identify the new business clearly, support pedestrian and vehicular wayfinding, and complement the surrounding mixed-use environment while contributing to the revitalization of this commercial node.

Citizen Participation Summary

The Citizen Participation Meeting was held to present the proposed Sushi Sake restaurant signage and provide an opportunity for members of the public to review the design, understand the scope of the request, and offer feedback prior to formal submittal.

The meeting was publicly noticed in accordance with Town requirements. Presentation materials included a brief overview of the Sushi Sake brand, its community involvement, and a description of the proposed wall-mounted illuminated sign to be installed on the existing building facade at 4350 North Ocean Drive.

The presentation explained that the signage will feature individual channel letters with internal illumination, consistent with Town sign code standards.

No members of the public attended or signed the meeting sign-in sheet. Consequently, no verbal or written comments were received during or following the meeting.

Appendix

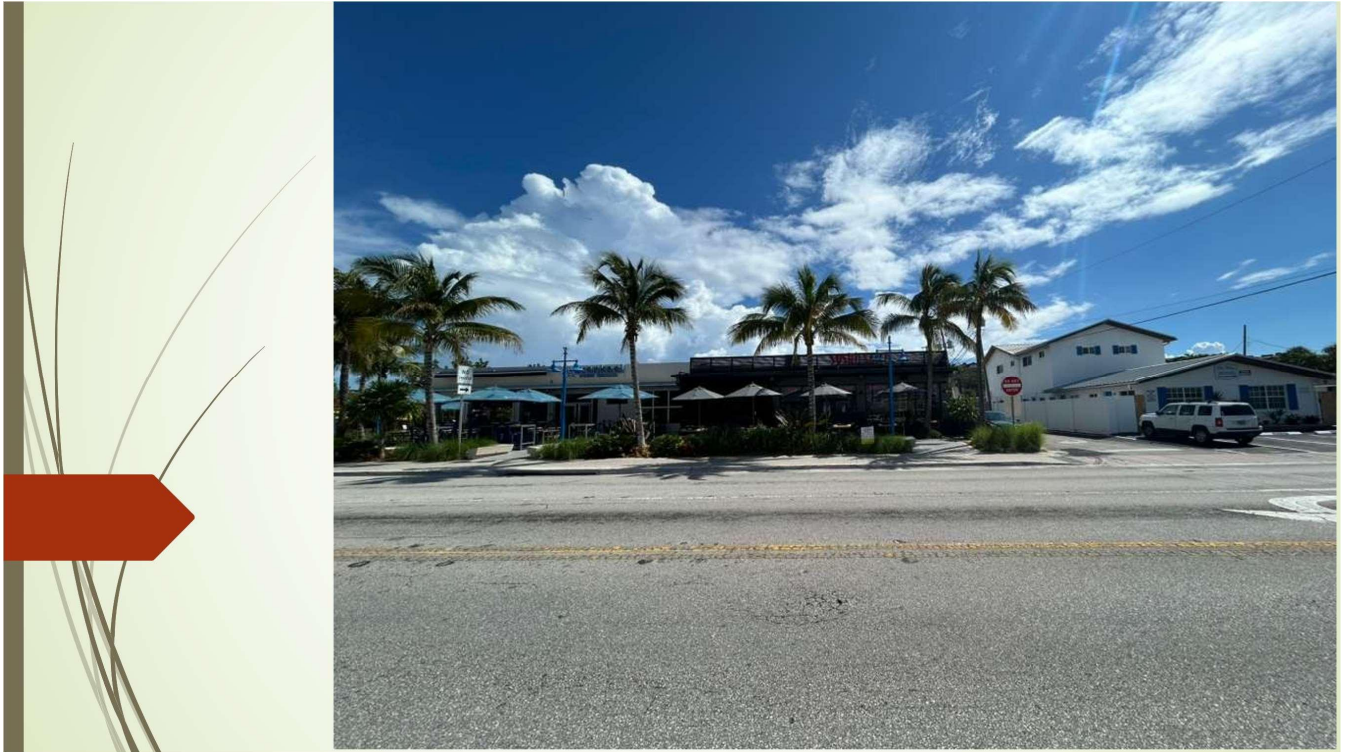
Project Presentation



Project Location

**4350 North Ocean Blvd Drive
Lauderdale by the Sea**















ARTHUR J. MARCUS ARCHITECT P.A.

1800 NORTH ANDREWS AVENUE #7F * FORT LAUDERDALE, FLORIDA 33311 * t:305-467-6141

email: arthur.marcus444@att.net * web: www.arthurmarcus.art

AA #26000962

July 30, 2025

Jhanelle Campbell, Development Services Director
 Town of Lauderdale-by-the-Sea
 4501 North Ocean Drive
 Lauderdale-by-the-Sea, FL 33308

Re: 4350 N Ocean Drive - Sushi Sake
 ARCHITECTURAL REVIEW

The Applicant is proposing to obtain a Conditional Use allowance for a sign exceeding the allowable measurements specified in the *Town of Lauderdale-by-the-Sea Code of Ordinances, Article VIII, sec 30-506 General Design Standards*. The basis for the conditional use is Sec.30-510 - Landmark and Mid-Century signs.

Per the LBTS Architectural Review Standards and new Mid-Century-Modern style signs: An application may be filed for a conditional use permit or as part of a site plan application for a new Mid-Century-Modern style permanent on-premise sign, for a Mid-Century-Modern style building, that does not meet the requirements of this article.

All signs proposed on the building shall be consistent in style. As part of a conditional use or site plan review, the Town Commission may waive any of the requirements of these sign regulations upon a finding that the proposed sign complies with the Mid-Century-Modern architectural style as addressed in section 30-51, Architectural Review Standards of their Code and the Town's Architectural Design Guidelines.

Signage has always been utilized as an important architectural element of Mid-Century-Modern architecture. In order to qualify for the conditional use cited above, the signage must meet the specified standards: It must be artistic and it must be a singularly-designed original font, or an artistic arrangement of letters commonly used in Mid-Century-Modern design. See *2015 Lauderdale-By-The-Sea Architectural Design Standards* for examples.

The proposed "Sushi Sake" signage meets both standards. It is stylized and artistic and also a singularly-designed original font.

Town Comments & Questions as noted in Plan Review are as continued:

The original application was dated 01.14.24 with the Plan Review dated 12.18.24.

#1-4 Provide dimension of thickness; distance from wall.

Town Comment: Sign thickness and distance from wall not noted.

#6-A Since lettering is 18" in height and exceeds the noted 12" height noted for this location
- the Applicant must apply for a Conditional Use Permit.

Town Comment: Lettering is noted on the drawing as being 26" high.

#b-1 *Provide material of sign and thickness. All permanent signs shall be constructed of durable, weather-resistant and fade-resistant materials. All permanent, temporary and exempt signs shall be professionally constructed or manufactured.*

Town Comment: Sign material and thickness not noted.

#5- Provide electrical permit number. See applications attached.

Town Comment: Electrical permit number not noted.

#c - For color items received for trademark.

Town Comment: Applicant to note where in the submitted Trademark documentation are the noted color(s)?

#e-6 - Provide intensity of illumination. *The intensity of illumination shall be limited to a maximum of 250 foot lamberts or 50 foot-candles within non-residential districts.*

Town Comment: Applicant to note where in the submitted Trademark documentation where is noted the *intensity of illumination*?

#7 - Provide location of related sign illumination equipment.

Town Comment: Location not noted.

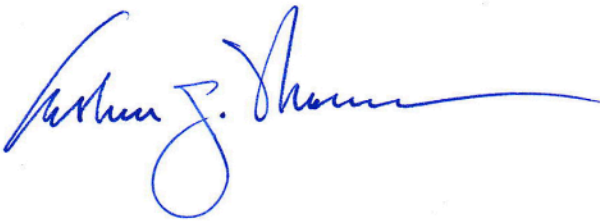
Town Comments & Questions as noted in Plan Review are as continued:

#8 - Proved electrical permit number. See applications attached.

Town Comment: Permit Review Number not noted.

The Applicant should also note that a Building Permit is required for this process at this time.

Yours truly,

A handwritten signature in blue ink, appearing to read "Arthur J. Marcus", with a long horizontal flourish extending to the right.

Arthur J. Marcus

Arthur J. Marcus Architect P.A.

United States of America

United States Patent and Trademark Office



Reg. No. 6,056,459

Registered May 19, 2020

Int. Cl.: 43

Service Mark

Principal Register

Sushi Sake, Inc. (FLORIDA CORPORATION)
14629 S.w. 42nd Street
Miami, FLORIDA 33175

CLASS 43: Restaurant and bar services

FIRST USE 10-1-2018; IN COMMERCE 10-1-2018

The mark consists of the words "SUSHI SAKE" in a stylized format.

SEC.2(F)

SER. NO. 88-383,174, FILED 04-12-2019



Andrei Iancu

Director of the United States
Patent and Trademark Office





**CONDITIONSAL USE DEVELOPMENT ORDER
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Development Order 2025-CUS-02**

PROJECT NAME: Sushi Sake

ADDRESS OF PROPERTY: 112-112 AA E Commercial Blvd

FOLIO #: [494318011220](#)

PROPERTY OWNER: WILLIAM V CIANI JR REV TR CIANI, WILLIAM V JR TRSTEE
ETAL

APPLICANT: Sushi Sake

APPLICANT ADDRESS: 112-112A E Commercial Blvd

REQUEST: Pursuant to Chapter 30, “Unified Land Development Regulations,” Article VIII, “Sign Regulations,” Section 30-510(b)(2), “Landmark and Mid-Century Modern Signs,” of the Town’s Code of Ordinances (“Town Code”), the Applicant has requested a Conditional Use Permit (2025-CUS-02) to allow a new trademarked Mid-Century Modern style wall sign with 26-inch sign lettering, where Town Code Section 30-506(a)(6)(a) requires 12 inches, for the property located within the B-1 Zoning District at 112–112A E Commercial Boulevard (the “Property”).

SECTION 1. FINDINGS. THIS MATTER came before the TOWN Commission of the TOWN of LAUDERDALE-BY-THE-SEA, Florida, on November 18, 2025, following due public notice. The TOWN Commission having considered the public testimony, evidence in the record, the testimony of the applicant, and the recommendation of the TOWN Planning and Zoning Board and administrative staff, finds that the application, as conditioned herein, is in compliance with the applicable standards and minimum requirements of Chapter 30 of the Town Code.

SECTION 2. APPROVAL. The request to approve a Conditional Use Permit for a new trademarked Mid-Century Modern style wall sign is hereby approved as shown on the plans submitted on July 25, 2025, attached as Exhibit 1, except as modifications may be required by this approval or the Building Official.

SECTION 3. CONDITIONS. The APPROVAL granted herein is subject to the following conditions:

1. The total approved sign letter size shall not exceed 26 inches in height.
2. This conditional use sign waiver permit is specific to this sign and any other signage for this building shall comply with the Sign Regulations at the time of the application.
3. The sign shall meet all requirements of the Florida Building Code; a building permit shall be obtained no later than May 18, 2026.
4. The Sign shall be in the form, size, and font as provided in the sign drawing attached as **Exhibit A** to the Development Order. The sign shall be in accordance with the submitted plans for the hearing incorporated into this document as **Exhibit A**, except as modifications may be required by the approved Site Plan and any changes required as part of the building permit and/or architectural review process.
5. The approved plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.
6. All applicable state and federal permits shall be obtained before commencement of construction.
7. Prior to issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes, or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is being issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

SECTION 4. VIOLATION OF CONDITIONS. Failure to adhere to the terms and conditions of this Development Order shall be considered a violation of the Town Code and persons found violating the conditions shall be subject to the penalties prescribed by the Town Code, including but not limited to, the revocation of any of the approval(s) granted in this Development Order. The Applicant understands and acknowledges that it must comply with all other applicable requirements of the Town Code before it may commence construction or operation, and that the foregoing approval in this Development Order may be

revoked by the Town at any time upon a determination that the Applicant is in non-compliance with the Town Code or the conditions of this Approval.

SECTION 5. APPEAL. In accordance with Section 30-140(d)(11) of the Town Code, the Applicant, or any aggrieved property owner in the area, may appeal the decision of the Town Commission in the Circuit Court of Broward County, Florida, in accordance with the Florida Rules of Appellate Procedure.

SECTION 6. EFFECTIVE DATE. This Development Order shall become effective upon Approval by the Commission.

APPROVED this ____ day of _____, 2025

MAYOR EDMUND MALKOON

ATTEST:

Courtney Easley, Acting Town Clerk

Approved as to form:

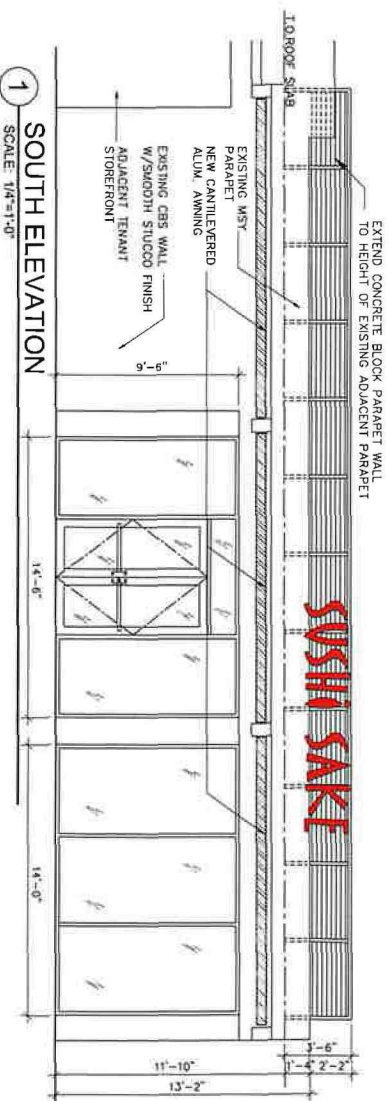
Susan L. Trevarthen, Town Attorney

Individually Channel Letters Internally Illuminated - LED

26"

SUSHI SAKE

AREA SIGN 26 Sq Ft
SOUTH ELEVATION



CONTRACTOR INFO

PROFESSIONAL SIGN

6460 SW 35 ST. Miami, FL. 33144



THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.



Contact: Jose Masella 786-306-9506



Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Jhanelle Campbell, Development Services Director

Submitting Department: Development Services

Item Type: Quasi Judicial Public Hearings

Agenda Section: QUASI JUDICIAL PUBLIC HEARINGS

Subject Title: Pursuant to Chapter 30, "Unified Land Development Regulations," Section 30-510(b)(2), "New Mid-Century Modern Style Signs" of the Town's Code of Ordinances ("Town Code"), the Applicant has requested a Conditional Use Permit (2025-CUS-03) to allow installation of a new Mid-Century Modern style wall sign with 24 inch sign lettering where 12 inches is required in the B-1 Zoning District for the property located at 107 E Commercial Blvd. (Burger VibeZ)

Explanation: The Town Commission established Mid-Century Modern as the Town's preferred architectural style in 2011. To support the Mid-Century Modern style, the Commission also established a process in Sec. 30-510 of the Town code (**Exhibit 1**) to approve new Mid-Century Modern style signs that exceed the code requirements.

Figure 1 — Proposed Sign



Burger Vibe is located at 107 E. Commercial Blvd. The property owner representative submitted an application (**Exhibit 2**) for Conditional Use on August 20, 2025, to permit the proposed sign (**Figure 1**), which is proposed to be located on the front facade of the building and exceeds the maximum allowed letter height of 12 inches. The proposed sign features 24-inch lettering and a total area of 31 square feet, which complies with the Town Code limitation of 32 square feet.

Citizen Participation Meeting

A citizen participation meeting was held on October 15, 2025. A summary of the meeting is attached as **Exhibit 3**. There were no attendees at the meeting that were for or against the requested sign.

Notice of the Town Commission meeting was sent to all neighboring residents within 300 feet of the project. The property was also posted and notice of the application was also posted on the Town’s website. No correspondence was received in support of or against the requested sign.

Staff has reviewed the application and determined that it is eligible for a Section 30-510 waiver. The Town’s consulting architect, Arthur Marcus, reviewed the application and found that the submittal has characteristics of Mid-Century Modern architectural style and therefore qualifies for the exemption (**Exhibit 4**). The characteristics of the proposed sign that meet the Mid-Century Modern architectural style are:

- 1. The use of a range of colors
- 2. Singularity of design
- 3. Creative composition of sign components
- 4. Non-traditional lettering
- 5. Expressive, free-form style
- 6. The signage itself is an important feature of mid century modern architectural design.

The relief requested by the applicant is shown in Table 1.

Table 1

	Code Maximum	Request	Difference
Letter size	12”	24”	12”

The building wall at this location measures 15 feet in height, where the Town Code permits a maximum sign height of 35 feet. The proposed sign occupies approximately 11.2% of the wall façade, which is in compliance with the Town’s maximum façade coverage limit of 15%.

Recommendation:

RECOMMENDATION: Staff recommends approval of the attached Development

Order (**Exhibit 5**), which approves the wall sign with the following conditions:

1. The sign shall be in the form, size and font as provided in the sign drawing attached as Exhibit A to the Development Order.
2. The wall sign shall not exceed 24 inches in letter height.
3. The façade coverage shall not exceed 11.2%
4. This conditional use waiver permit is specific to this sign and any other signage for this building would be required to comply with the sign code at the time of the application.
5. The sign shall meet all requirements of the Florida Building Code and a building permit shall be obtained no later than May 18, 2026.

Exhibits:

1. Exhibit 1 - Sec. 30-510. - Landmark and Mid-century Modern Signs
2. Exhibit 2 - Burger Vibe Application
3. Exhibit 3 - Burger Vibe Citizen Participation Summary Updated
4. Exhibit 4 - Burger Vibe Architectural Approval
5. Exhibit 5- Burger Vibe Sign Development Order 107 A E COMMERCIAL BLVD 20255-CUS-03
6. Exhibit 5- Exhibit A- Plans- Burger Vibe

Sec. 30-510. - Landmark and Mid-century Modern signs.

- (a) *Landmark signs.* The Town Commission may, following a public hearing, grant a waiver of the Town Code related to signage for a landmark business upon a finding that the waiver requested or approved is the minimum waiver necessary to provide for signage consistent with, but not necessarily identical to, signage historically utilized in the Town which maintains the landmark identity and character of the business and Town.
- (1) A business may be designated as a landmark business by the Town Commission following a public hearing.
 - (2) The designation of a landmark is a function of not just a building, but the business within that building that has created a unique sense of place that is significant and prominent in the identity and history of the Town. A landmark business designation is unique to the designated business at the designated location. Neither the business nor the location independently shall be considered a landmark business.
 - (3) The Town Commission may designate by resolution a business as a landmark business upon application by the business owner and consideration of the following factors:
 - a. History of operation for a minimum of 35 years at the same location; and
 - b. Establishment of an identity and business awareness of such character and reputation as to be considered an identifiable landmark within the Town.
- (b) *Mid-century Modern signs.*
- (1) *Existing Mid-century Modern style signs that do not meet the requirements of this article.* An application may be filed for administrative review, or with a site plan application, for the replacement of an existing Mid-century Modern style on-premise sign that meets the requirements of [section] 30-9 and the Town ADS but does not meet the requirements of this article, provided existing non-conformities are not increased.
 - (2) *New Mid-century Modern style signs.* An application may be filed for a conditional use permit or as part of a site plan application for a new Mid-century Modern style permanent on-premise sign, for a Mid-century Modern style building, that does not meet the requirements of this article. All signs proposed on the building shall be consistent in style. As part of a conditional use or site plan review, the Town Commission may waive any of the requirements of these sign regulations upon a finding that the proposed sign complies with the Mid-century Modern architectural style as addressed in section 30-51, architectural review standards, of this Code and the Town's architectural design guidelines.

(Ord. No. 2012-04, § 2, 3-27-2012; Ord. No. 2013-07, § 2, 8-20-2013; Ord. No. 2014-13, § 2, 10-28-2014; Ord. No. 2015-21, § 2, 12-8-2015; Ord. No. 2020-04, § 2, 4-14-2020)

ARCHITECTURAL REVIEW CHECKLIST



TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Department of Development Services
4501 N. Ocean Boulevard Lauderdale-By-The-Sea, FL 33308
Phone: 954-640-4210 Fax: 954-640-4654
Email: Planning@LBTS-FL.gov
www.LBTS-FL.GOV

2017-02-02 09:16

ARCHITECTURAL REVIEW CHECKLIST

In accordance with the Town of Lauderdale-By-The-Sea Unified Land Development Regulations Section 30-51 – Architectural Review, the following is a list of the required documentation required for development approval of an Architectural Review application.

Preliminary Review Items for Submittal:

- Deposit for Architectural Review (See Fee Schedule – updated once a year)
- A completed Development Application signed and notarized
- A boundary survey (if applicable)
- Two (2) hard copies of architectural elevations with the applicable dimensions
- If required, a site plan drawn to scale. On the plans, include required and proposed setbacks and landscape specifications (if applicable).
- Photographs of current conditions of the project area and overall site
- Label and photograph adjacent properties from the north, south, east and west
- Photographs of existing signage and signs for adjacent tenants (as applicable)
- Digital copies of the above referenced documents – via email, disk or thumb drive

Once the Applicant has been approved for Preliminary Review, the Applicant may proceed and apply for Final Review.

Final Review Items for Submittal:

- Additional fee for Final Review (discuss cost recovery with Town Planner)
- The exterior colors for all improvements which include color swatches, samples and manufacturer colors and specifications. All colors need to be identified as to the location on the building, sign or other improvement
- Cut sheet for light fixtures (if applicable)
- Photometric plan (if applicable)
- Roof plan (if applicable)
- A letter of authorization provided by the owner of the subject property indicating approval of specific color palette for signage (maximum of 3 colors may be used for ALL building signage)
- Completion of the Architectural Review Table – see attached
- Upon resubmittal of the plans, include a letter response to the Town comment. This is done by providing the comment received from the Town followed by a response by the applicant
- Digital copies of the above referenced documents – via email, disk or thumb drive

Application #: _____
BTR#: _____



TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Department of Development Services
4501 N. Ocean Boulevard Lauderdale-By-The-Sea, FL 33308
Phone: 954-640-4210 Fax: 954-640-4654
www.lbts-fl.gov

2015.02.03

DEVELOPMENT APPLICATION

In accordance with Section 30.111-30.113 of the Town's Unified Land Development Regulations: Development applications are required to be provided before any development permit is issued. Please refer to the Town's website to obtain a copy of the corresponding Application Checklist. Please also refer to the Fee Schedule, updated annually by the Town, as provided on the website which will indicate the cost per application type. Please check the development approval being requested:

- | | | |
|---|---|--|
| ☐ Abandonment | ☒ Conditional Use-Sign | ☐ Preliminary Site Plan |
| ☐ Administrative Adjustment-Level 1 | ☐ Conditional Use-Transfer Fee | ☐ Sidewalk Cafe |
| ☐ Administrative Adjustment-Level 2 | ☐ Construction Time Extension | ☐ Sidewalk Cafe Modification |
| ☒ Architectural Review-Preliminary | ☐ Development Order Extension | ☐ Site Plan |
| ☐ Architectural Review-Final | ☐ Encroachment Application | ☐ Site Plan Modification-Level 1 |
| ☐ Bicycle Racks | ☐ Landscape Plan | ☐ Site Plan Modification-Level 2 |
| ☐ Conditional Use | ☐ Landscape Plan Amendment | ☐ Tree Removal |
| ☐ Conditional Use Amendment-Level 1 | ☐ Parking Reduction-Level 1 | ☐ Variance-Single Family |
| ☐ Conditional Use Amendment-Level 2 | ☐ Parking Reduction-Level 2 | ☐ Variance - Other |
| | | ☐ Other _____ |

Based on approval being requested, refer to the corresponding checklist and supplemental requirements.

Project Name: Burger Vibe Paint Colors Folio Number(s): 494318011190

Street Address: 107A Commercial Blvd, Lauderdale by the Sea FL 33308

Subdivision Name: LAUDERDALE BY THE SEA 6-2 B Block(s): 6 BLK 13 Lot(s): LOT 5 E 6 FT

1617 MIDDLE RIVER DR FORT LAUDERDALE FL 33305-3531

Name of Property Owner: William Ciani (Bill) Address of Property Owner: _____

Property Owner's Phone Number: (954) 445-4402 Property Owner's Email Address: bill@perfectpoolsfl.com

Name of Applicant: Jeremiah Adler Address of Applicant: 503 SE 18th Ave, Pompano Beach FL 33060

Applicant Phone Number: 310-980-0644 Applicant Email Address: jeremiahadler@gmail.com

Name of Agent (e.g. Contractor) Representing the Project: Jeremiah Adler

Agent's Address: 503 SE 18th Ave, Pompano Beach FL 33060 Agent's Phone: 310-980-0644 Email Address: jeremiahadler@gmail.com

Land Use Plan Designation: 60 - Commerce Zoning District: B-1

Existing/Type of Use of the Subject Property: restaurant

Proposed Use of the Subject Property: restaurant

As applicable, answer the following:

Existing Number of Units: _____ Proposed Number of Units: _____

Existing Square Footage: 1,053 sf Proposed Square Footage: _____



DEVELOPMENT APPLICATION SIGNATURE PAGE

Print Name of Property Owner: William Ciani

Date: July 29, 2025

Signature of Property Owner: *Bill Ciani*

State of Florida: _____

County: Broward

SWORN AND SUBSCRIBED before me this 29 day of July, 2025

The person signing is ☒ personally known to me or ☐ has produced identification _____

Print Notary Name: Ana Carrillo

Notary Signature: *Ana Carrillo*

My Commission expires: 04-30-2027



Print Name of Applicant: Jeremiah Adler

Date: July 29, 2025

Signature of Property Applicant: *Jeremiah Adler*

State of Florida: _____

County: Broward

SWORN AND SUBSCRIBED before me this 29 day of July, 2025

The person signing is ☒ personally known to me or ☐ has produced identification _____

Print Notary Name: Ana Carrillo

Notary Signature: *Ana Carrillo*

My Commission expires: 04-30-2027



FOR ADMINISTRATIVE USE ONLY:

Date Application submitted: _____

Date Application found complete: _____

Pre-Application meeting date: _____

Non-refundable Application Fee: _____

Cost Recovery Fee: _____

ARCHITECTURAL REVIEW TABLE

Application #: _____

Project Name: Burger Vibe Paint Colors

Fill in the blank based upon the proposed material and the color per building element:

Element/Feature	Material	Color	Note:
Roof			
Fascia	paint	dark teal	Also painting top of awning a light aqua color
Walls	paint	dark teal	Also painting top of awning a light aqua color
Columns			
Dumpster			
Gates			
Dumpster Enclosure			
Gable Ends			
Railings			
Doors			
Mechanical Screen			
Glass			
Storefront			

Awning paint light aqua color

Administrative Use Only

CITIZEN PARTICIPATION MEETING SUMMARY
CONDITIONAL SIGN PROPOSAL

for

BURGER VIBES

BREWS | FRIES | SHAKES

107A Commercial Blvd, Lauderdale by the Sea FL 33308

TABLE OF CONTENTS

Project Summary	1
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PROJECT SUMMARY

We are requesting conditional approval for a sign exceeding the 12-inch height limit to complement our new burger restaurant in Lauderdale-by-the-Sea. Our goal is to create a visually appealing and welcoming storefront that enhances the charm and character of the block. The proposed sign has been thoughtfully designed to reflect the town's signature midcentury modern aesthetic, blending seamlessly with its unique architectural identity. We believe this design will not only elevate the appearance of our property but also contribute positively to the overall streetscape, helping to create a more vibrant and attractive community destination.

CITIZEN PARTICIPATION MEETING SUMMARY

The Citizen Participation meeting was held on October 15, 2025, at 6:00pm in Jarvis Hall located at 4505 N. Ocean Drive in Lauderdale By-The-Sea, FL 33308. There were no attendees at the meeting other than the applicants and town staff. No objections were raised in the meeting.

[illegible]

Attendee List - Sign Up Sheet

APPENDIX

NOTICE OF MEETING

Notice of Meeting was placed in front of the business ahead of the meeting.



PROJECT PRESENTATION

EXISTING SIGNAGE



PROPOSED SIGN DESIGN

COLOR OF SIGNS

Top row of lettering will be dark pink (HEX #EC67A6). Bottom row will be light pink (HEX #F5B4D6).

"BREWS FRIES SHAKES" SIGN

10" for the letters, 143 1/4" wide. Middle lines 13 5/8" tall.
Font: Lemon Milk

"BURGER VIBEZ" SIGN

24" by 112"
Font: Firecracker -
Vintage Typeface Regular

PAINTED AWNING

Paint the top of the awning a light aqua shade
Benjamin Moore 2041-50

BLUE/TEAL PAINT

Paint the edge of the roof, front of awning, and front of building a blue shade
Benjamin Moore 2062-40



MIDCENTURY MODERN SIGN FONTS



Line 1 Font: Firecracker - Vintage Typeface (Regular)

Line 2 Font: Lemon Milk

Full name "Burger Vibez Brews | Fries | Shakes" registered as DBA.

FIRECRACKER - VINTAGE TYPEFACE



Firecracker - Vintage Typeface is described [here](#) as a font based on the "exciting era of the 1950s and 1960s."

LEMON MILK

LEMON MILK

THE QUICK BROWN FOX JUMPS OVER THE LAZY DOG

AA BB CC DD EE FF GG HH II JJ KK LL MM

NN OO PP QQ RR SS TT UU VV WW XX YY ZZ

1234567890 (.,!/?#\$%&*\/\@;:)

PENULTIMATE

THE SPIRIT IS WILLING BUT THE FLESH IS WEAK

Lemon Milk is described [here](#) as a font with, "thin strokes [that] give off a bold mid century architectural vibe."

ILLUMINATED SIGN



Style of sign will be an illuminated channel letter sign, similar to Vinnie's across the street. Color of lettering will be pink. Top line will be a dark pink (HEX #EC67A6) and bottom will be light pink (HEX #F5B4D6).

Details on Illumination:

- Sign will be on a dimmer, and will not exceed the brightness allowed by the town.
- All letters will be internally illuminated, so no external illumination equipment.



Vinnie's extra large illuminated sign across the Street, which was granted the conditional use.

LETTERING MEASUREMENTS



ADJACENT PROPERTIES

WEST



DIAMONDS & DOGGIES

SOUTH



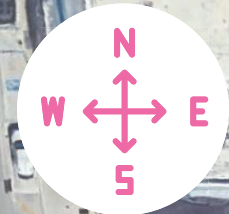
VINNIE'S BY THE SEA
(EXTRA LARGE SIGN)

NORTH
PARKING LOTS

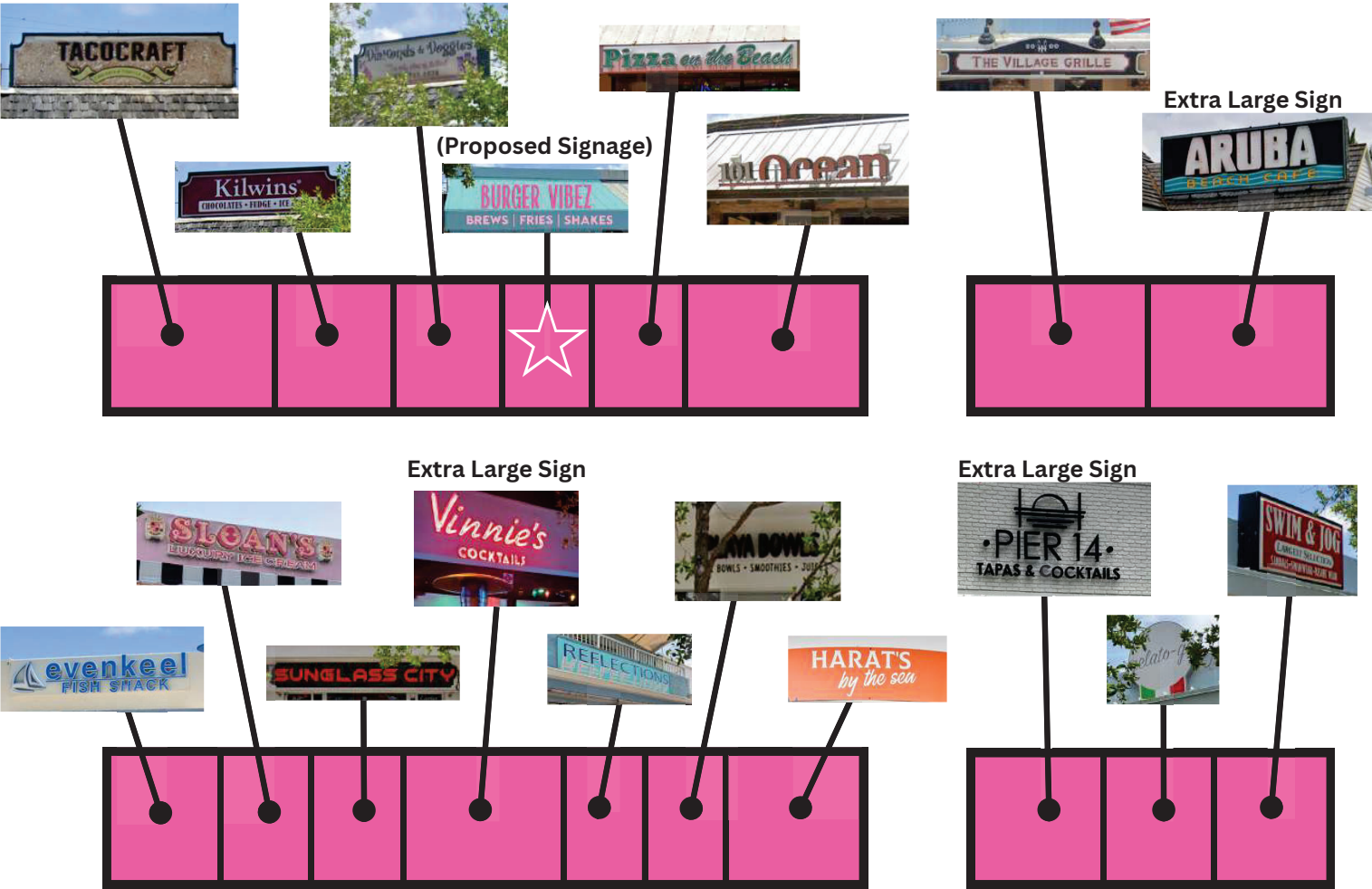
EAST



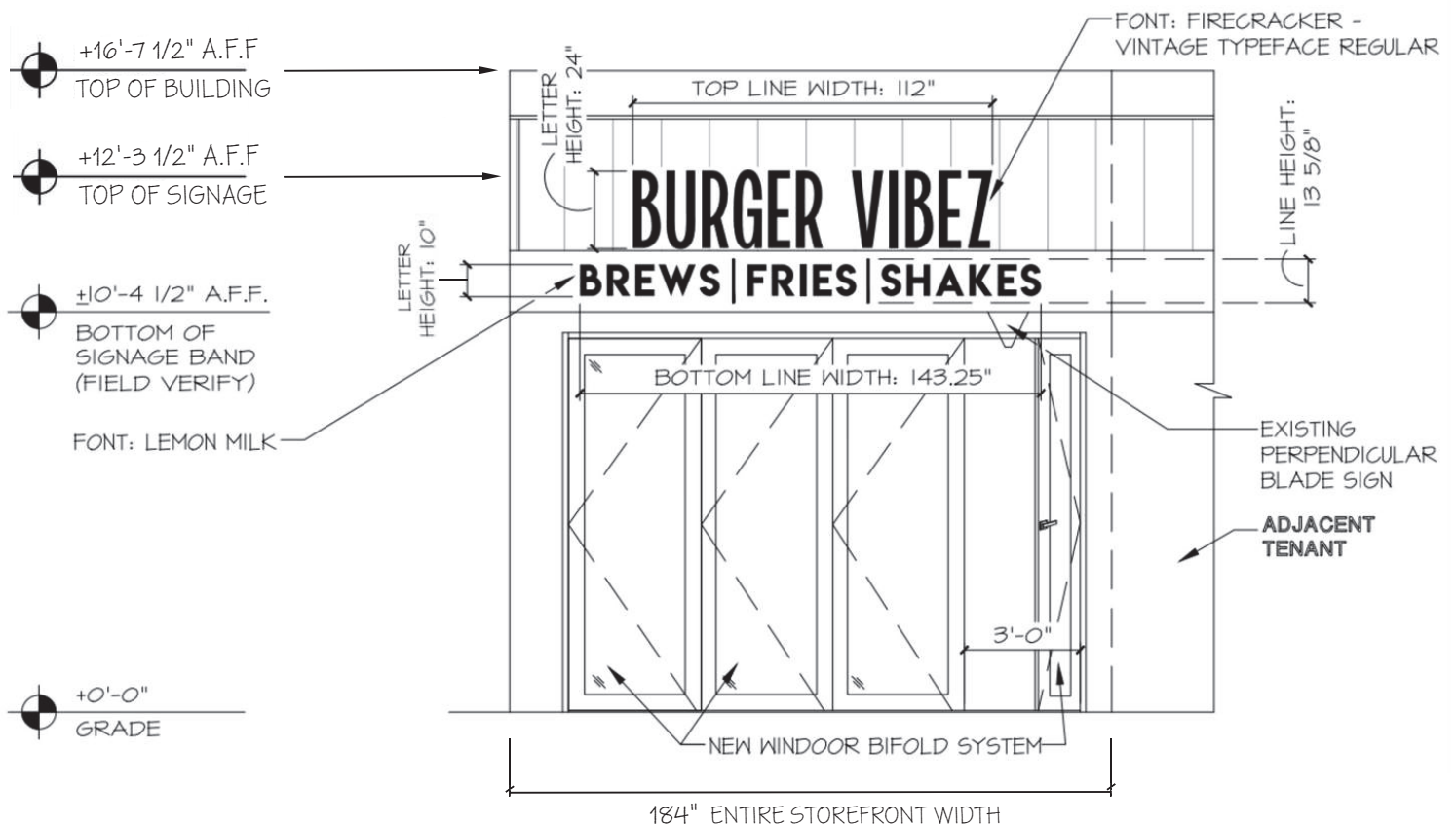
PIZZA ON THE BEACH



NEIGHBORING SIGNAGE - E. COMMERCIAL BLVD



ARCHITECTURAL ELEVATIONS



ARTHUR J. MARCUS ARCHITECT P.A.

1800 NORTH ANDREWS AVENUE #7F * FORT LAUDERDALE, FLORIDA 33311 * t:305-467-6141

email: arthur.marcus444@att.net * web: www.arthurmarcus.com

AA #26000962

September 15, 2025

Jhanelle Campbell, Development Services Director
 Town of Lauderdale-by-the-Sea
 4501 North Ocean Drive
 Lauderdale-by-the-Sea, FL 33308

Re: 107A East Commercial Blvd - Burger Vibes
ARCHITECTURAL REVIEW #2

The Applicant is proposing to obtain a Conditional Use allowance for a new sign and new exterior colors as specified in the *Town of Lauderdale-by-the-Sea Code of Ordinances, Article VIII, sec 30-506 General Design Standards*. The basis for the conditional use is Sec.30-510 - Landmark and Mid-Century signs.

Per the LBTS Architectural Review Standards and new Mid-Century-Modern style signs: An application may be filed for a conditional use permit or as part of a site plan application for a new Mid-Century-Modern style permanent on-premise sign, for a Mid-Century-Modern style building, that does not meet the requirements of this article.

All signs proposed on the building shall be consistent in style. As part of a conditional use or site plan review, the Town Commission may waive any of the requirements of these sign regulations upon a finding that the proposed sign complies with the Mid-Century-Modern architectural style as addressed in section30-51, Architectural Review Standards of their Code and the Town's Architectural Design Guidelines.

Signage has always been utilized as an important architectural element of Mid-Century-Modern architecture. In order to qualify for the conditional use cited above, the signage must meet the specified standards: It must be artistic and it must be a singularly-designed original font, or an artistic arrangement of letters commonly used in Mid-Century-Modern design. See *2015 Lauderdale-By-The-Sea Architectural Design Standards* for examples.

The proposed "Burger Vibez" signage meets both standards. It is stylized and artistic and also a singularly-designed original font with colors that complies with the LBTS Color Code.

LBTS COMMENTS:

1. LETTERING SIZE

The lettering "BURGER VIBEZ" has a height of 24". This exceeds the Code required maximum letter height of 18" for businesses located west of or facing North Ocean Drive.

The Applicant stated in their 9.12.25 narrative that the lettering font size will be coordinated separately during the Conditional Review with the Town of LBTS.

2. SIGNAGE COLORS & FONT

The signage colors conform with the LBTS Color Code and the font appears inspired by the mid century modern style and these are approved.

3. EXTERIOR WALL & AWING PAINT COLORS

The revised paint colors on the front elevation as submitted on 9.12.25 conforms with the LBTS Color Code and are approved.

4. AWNING COLORS

The awning colors conform with the LBTS Color Code and are approved.

5. INTENSITY of ILLUMINATION

The Applicant stated in their 9.12.25 narrative that the Conditional sign proposal on page 7 that the sign will be on a dimmer and will not exceed the brightness level permitted by the Town of LBTS.

6. LOCATION OF RELATED SIGN ILLUMINATION EQUIPMENT

The Applicant stated in their 9.12.25 narrative that all letters will be internally illuminated with no external illumination equipment to be required.

7. ACCORDION GLAZED DOORS

These proposed accordion doors will provide a welcome indoor / outdoor experience to the dining scene along Commercial Boulevard. They are in character with adjacent businesses along Commercial Boulevard.

8. FRONT ELEVATION WALL HEIGHT

Applicant has noted that this front elevation height is 16' - 7.5" tall.

In regards to LBTS Codes Section 30-506: (a)(4)(a):

In no case shall the total sign area of all signs attached to the wall, canopy and/or awnings of a building face exceed 15 percent of the area of that building

face.

Calculations: Based upon: (1 sq. Foot = 144 sq. Inches)

ITEM	.CALCULATIONS	TOTALS
Signage on Awning	(10.0" x 143.25")	1,432.0 sq. Inches 9.94 sq. Feet (SF) (D)
Signage on Roof.	(112.0" x 24.0")	2,688.0 sq. Inches 18.66 SF (C)
Total Area of Signage	4,120.0 sq. Inches (C) + (D) = 28.60 SF (A)	

Area of Front Elevation:

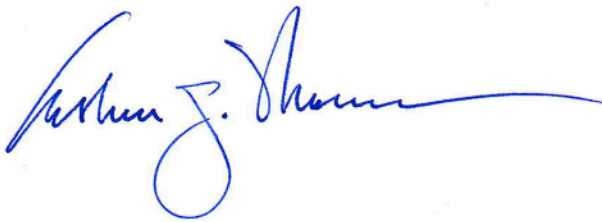
(184'-0" wide x 16'.70" tall) 3,074.0 sq. Inches
15.33' wide x 16.60 ' tall = **254.48 SF (B)**

28.60 SF (A) divided by **254.48 SF (B)** = 11.2%

The area of the proposed signage is 11.2% of the total area of the front elevation. Thus the proposed signage does not exceed the maximum allowable 15%.

The Applicant should also note that a Building Permit will be required for construction.

Yours truly,



Arthur J. Marcus
Arthur J. Marcus Architect P.A.



**CONDITIONSAL USE DEVELOPMENT ORDER
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Development Order 2025-CUS-03**

PROJECT NAME: Burger Vibez

ADDRESS OF PROPERTY: 107A E Commercial Blvd

FOLIO #: 4943 18 01 0080

PROPERTY OWNER: WILLIAM V CIANI JR REV TR CIANI, WILLIAM V JR TRSTEE
ETAL

APPLICANT: Jeremiah Adler

APPLICANT ADDRESS: 107A E Commercial Blvd

REQUEST: Pursuant to Chapter 30, “Unified Land Development Regulations,” Article VIII, “Sign Regulations,” Section 30-510(b)(2), “Landmark and Mid-Century Modern Signs,” of the Town’s Code of Ordinances (“Town Code”), the Applicant has requested a Conditional Use Permit (2025-CUS-03) to allow installation of a new Mid-Century Modern style wall sign with 24 inch sign lettering where Town Code Section 30-506(a)(6)(a) requires 12 inches, for the Property located within the B-1 Zoning District at 107 E Commercial.

SECTION 1. FINDINGS. THIS MATTER came before the TOWN Commission of the TOWN of LAUDERDALE-BY-THE-SEA, Florida, on November 18, v2025 following due public notice. The TOWN Commission having considered the public testimony, evidence in the record, the testimony of the applicant, and the recommendation of the TOWN Planning and Zoning Board and administrative staff, finds that the application, as conditioned herein, is in compliance with the applicable standards and minimum requirements of Chapter 30 of the Town Code.

SECTION 2. APPROVAL. The request to approve a Conditional Use for a sign is hereby approved as shown on the plans submitted on August 20, 2025, attached as Exhibit 1, except as modifications may be required by this approval or the Building Official.

SECTION 3. CONDITIONS. The APPROVAL granted herein is subject to the following conditions:

1. The total approved sign letter size shall not exceed 24 inches in height.
2. This conditional use sign waiver permit is specific to this sign and any other signage for this building shall comply with the Sign Regulations at the time of the application.
3. The sign shall meet all requirements of the Florida Building Code; a building permit shall be obtained no later than May 18, 2026.
4. The Sign shall be in the form, size and font as provided in the sign drawing attached as **Exhibit A** to the Development Order. The sign shall be in accordance with the submitted plans for the hearing incorporated into this document as **Exhibit A**, except as modifications may be required by the approved Site Plan and any changes required as part of the building permit and/or architectural review process.
5. The approved plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that result in a violation of federal or state law.
6. All applicable state and federal permits shall be obtained before commencement of construction.
7. Prior to issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes, or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is being issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

SECTION 4. VIOLATION OF CONDITIONS. Failure to adhere to the terms and conditions of this Development Order shall be considered a violation of the Town Code and persons found violating the conditions shall be subject to the penalties prescribed by the Town Code, including but not limited to, the revocation of any of the approval(s) granted in this Development Order. The Applicant understands and acknowledges that it must comply with all other applicable requirements of the Town Code before it may commence construction or operation, and that the foregoing approval in this Development Order may be

revoked by the Town at any time upon a determination that the Applicant is in non-compliance with the Town Code or the conditions of this Approval.

SECTION 5. APPEAL. In accordance with Section 30-140(d)(11) of the Town Code, the Applicant, or any aggrieved property owner in the area, may appeal the decision of the Town Commission in the Circuit Court of Broward County, Florida, in accordance with the Florida Rules of Appellate Procedure.

SECTION 6. EFFECTIVE DATE. This Development Order shall become effective upon Approval by the Commission.

APPROVED this ____ day of _____, 2025

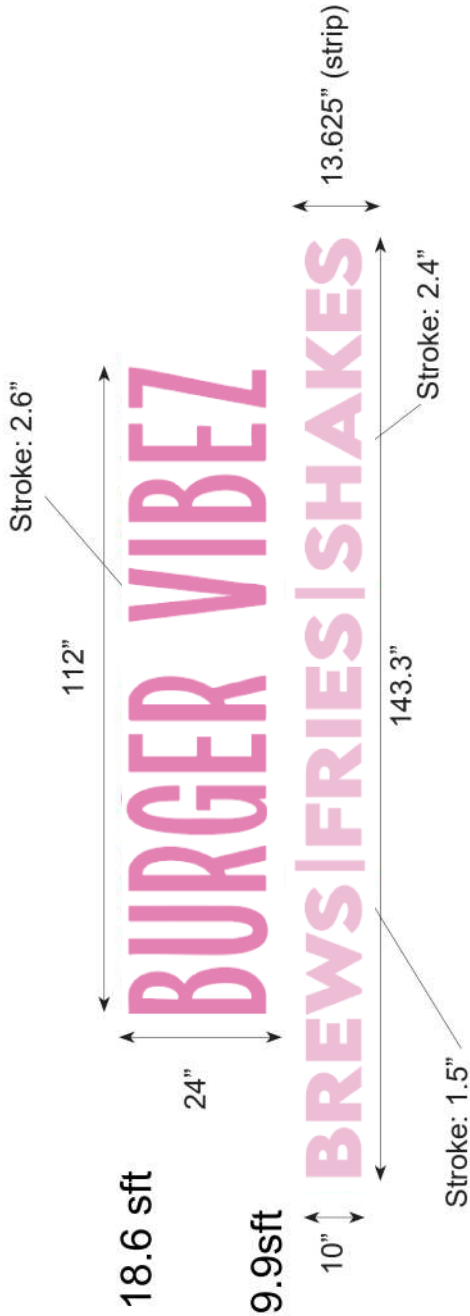
MAYOR EDMUND MALKOON

ATTEST:

Courtney Easley, Acting Town Clerk

Approved as to form:

Susan L. Trevarthen, Town Attorney



Colors:
Face: Pink
Trim: White
Return: White
LED: White

Total Signage Area 28.6 ft² 11.2% of store Total Store Area 255 ft²

JOB ADDRESS:
107A Commercial Blvd,
Lauderdale by the Sea FL 33308

P & B ELECTRICAL CORP.



06/27/25 12:42



Electrical
Ground and bonding as per NEC (2020) 250:
#12 min. THWN, AWG cooper wire, as required.
Approved, weather proof 20AMP
Electrical service disconnected switch
As per NEC 600-6 A 1, inside Bell Box.

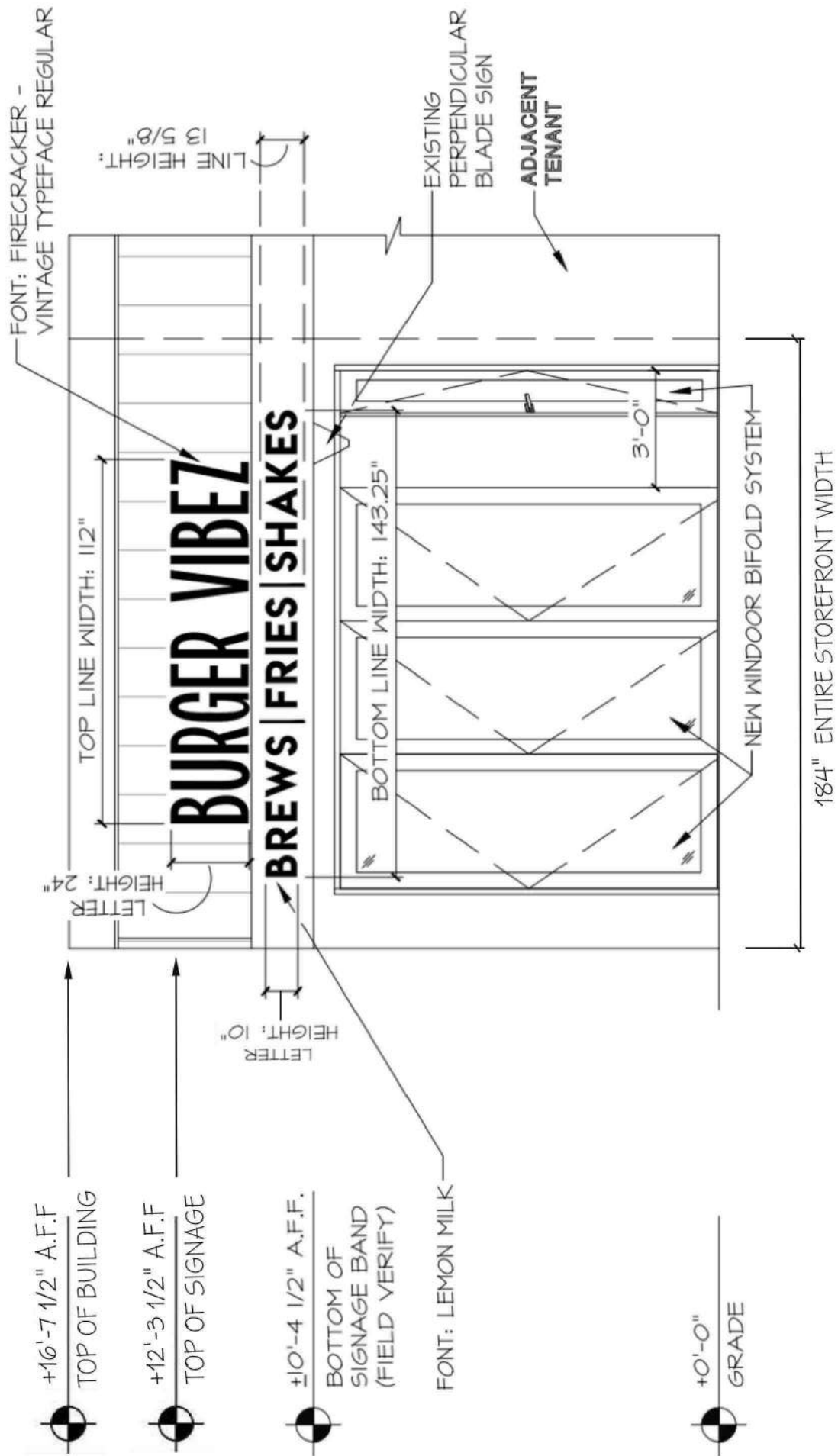
#12 Primary electrical hook-up to
electrical supply as per NEC 600,
inside 1/2 min. Type RW flexible conduit,
or approved equal.

THIS ENGINEER HAS NOT VISIT THE JOBSITE. DESIGN IS BASED ON CONTRACTOR SUPPLIED DATA IF ANY FIELD CONDITIONS OTHER THAN SPECIFIED HEREIN, THIS ENGINEER SHALL BE NOTIFIED.

ENGINEER AGK, LLC
DON ARPIN M.S.P.E.
STRUCTURAL ONLY PE.28585
4920 N DIXIE HWY
FT. LAUDERDALE FL 33334
954- 772-8345
COA#26073



ARCHITECTURAL ELEVATIONS





Town Commission Agenda Item Report

Meeting Date: November 18, 2025

Submitted By: Jhanelle Campbell, Development Services Director

Submitting Department: Development Services

Item Type: Quasi Judicial Public Hearings

Agenda Section: QUASI JUDICIAL PUBLIC HEARINGS

Subject Title: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town's zoning and land use requirements for property located at 231 Lake Court.

Explanation:

Request:

The Applicant, Michael George, seeks approval to renovate and expand an existing 4-unit multifamily structure on a 0.28-acre parcel at the end of Lake Court (**Exhibit 1- Application**). The proposal includes interior reconfiguration, architectural upgrades, and site improvements related to parking and access.

Project Overview:

The property currently consists of three one-bedroom units and one two-bedroom unit. The proposed renovation project consolidates the four existing units into one three-bedroom unit and two one-bedroom units, resulting in a reduction in overall density on the property. It includes a new second-floor addition and a rooftop terrace designed for passive recreation in compliance with the Town Code. The design incorporates Mid-Century Modern architectural elements and raises the structure to meet FEMA flood elevation standards. In accordance with

the Town Code, the application also underwent architectural review and received approval from the Town's architect (**Exhibit 2**).

Existing legal non-conformities are maintained without increasing their severity, and the site will provide a minimum of five parking spaces consistent with code requirements and maintaining. Additionally, the applicant will be required to obtain the necessary tree removal permits from Broward County and submit any future landscape changes to the Town for review and approval.

Public Participation:

A citizen participation meeting was held on **October 6, 2025**; one resident attended. A summary of the meeting is attached as **Exhibit 3**.

Planning and Zoning Board

The Planning and Zoning Board reviewed the application at its November 5 meeting (**Exhibit 4**). The Board recommended approval of the application with the following conditions;

Conditions of Approval (Exhibit 5 - Development Order):

1. Obtain a tree removal/relocation permit prior to building permit issuance.
2. Submit a trash management plan approved by the Town's solid waste vendor.
3. No signs or fences are approved under this order; separate permits are required.
4. Roof drainage is prohibited from connecting to seawall or new outfall.
5. Driveway modifications must meet current Town design and swale standards.
6. A building permit must be secured within six months of approval.
7. Construction must comply with approved plans and the Florida Building Code.
8. Approval does not exempt state or federal permit requirements.
9. Outstanding Town debts or fines must be satisfied before permit issuance.

Recommendation:

The proposed Site Plan Level 2 Modification aligns with Town Code requirements, improves the property's design and flood compliance, and reduces overall density. Staff recommends approval of the project as proposed.

Exhibits:

1. Exhibit 1 - 231 Lake Ct. Site Plan 2 Mod. Application
2. Exhibit 2 - 231 Lake Court Architectural Review Approval
3. Exhibit 3 - 231 Lake Ct. Citizen Participation Meeting Summary
4. Exhibit 4- Planning and Zoning Board Staff Report- final2
5. Exhibit 5 - 231 Lake Ct Development Order
6. Exhibit 5- Exhibit A- 231 Lake Ct Approved Plans

LAUDERDALE•BY•THE•SEA

SITE PLAN MODIFICATION LEVEL 2



4501 N. OCEAN DRIVE, LAUDERDALE-BY-THE-SEA, FL 33308
(954)-640-4210
ZONING@LBTS-FL.GOV
M-F 8:30-4:30 PM

For Administrative Purpose Only

Application Number: _____

BTR #: _____

Date Application Submitted: _____

Date Application Found Complete: _____

Pre-Application Meeting Date: _____

Non-Refundable Application Fee: _____

Cost Recovery Fee: _____

LAUDERDALE•BY•THE•SEA

SITE PLAN MODIFICATION LEVEL 2

If a Site Plan Modification Level 2 is required, as determined by the Town Manager, the project presents a significant change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties.

If it is found that there would be a change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties, the applicant will need to apply for a Site Plan Modification Level 2. In accordance with the Town of Lauderdale-By-The-Sea Unified Land Development Regulations Section 30-123, the following determines the criterion for a Site Plan Modification Level 2:

- Does the modification increase the buildable square footage of the development?
- Does the modification reduce the provided number of parking spaces below the required number of parking spaces?
- Does the modification cause the development to be below the development standards for the zoning district in which it is located or other applicable standards in the Land Development Regulations?
- Does the modification have an adverse effect on adjacent or nearby property or reduce required physical buffers, such as fences, trees, or hedges?
- Does the modification adversely affect the elevation design of the structure or reduce the overall design of the structure below the standards stated in article I, division 2, Architectural Review Requirements?
- Does the modified development meet the concurrency requirements of the Town of Lauderdale-By-The-Sea Comprehensive Plan?
- Does the modification alter the site layout so that the modified site plan does not resemble the approved site plan?

SECTION A: ITEMS FOR SUBMITTAL

Note: With the application, please submit the documents via email or thumb drive.

- Fee for Site Plan Modification Level 2 + Deposit (See Fee Schedule)
- Completed and notarized Universal Development Application
- Proof of Ownership (Deed, Title Work)
- Copy of Development Order originally approved by the Town
- Letter from the applicant that sets forth the requested changes, along with the following:
 - An exhibit showing the portion of the Site Plan which is to be changed in its present condition
 - An exhibit depicting the requested change
- Traffic Study (if required)
- One (1) copy of the plans at 11" x 17" in color (see specifications for site plan in Section E below)
- One (1) Copy of site plan previously approved by the Town (see specifications for site plan below)
- One (1) current survey, signed and sealed
- Two (2) copies of the proposed plans signed, sealed, and bounded at 24" x 36" (see specifications for site plan in Section E below)
- Photos of site and of adjacent properties

NOTE: If a resubmittal is requested, please submit the amended documents, the previous comments received from the Town, and the applicant's response to those comments.

SECTION B: SITE PLAN PROJECT CHARACTERISTICS

Is this a modification to a previously approved site plan? ____ Yes or X No

If yes, please provide the date and application number of the previous approval: _____

Existing Future Land Use Plan Designation: M-H-RES Existing Zoning Classification: RM-25

Existing Use of property (if vacant, state vacant): MULTI FAMILY

Number of units are existing (residential/motel/hotel): 4 res The date last occupied: 1-30-25

Will units be demolished: 1 Number of units to remain: 3

SECTION C: PROPOSED DEVELOPMENT: COMPLETE FOR RESIDENTIAL PROJECTS

UNIT TYPE	NUMBER OF UNITS		PLOT SIZE	DENSITY	
	Existing	Proposed		Existing	Proposed
Single-Family					
Duplex					
Townhouse					
Multi-family	4	3	.28 AC	4/.28	3/.28
Hotel/Motel Unit with kitchen					
Hotel/Motel Unit without kitchen					

SECTION D: PROPOSED DEVELOPMENT: COMPLETE FOR NON-RESIDENTIAL PROJECTS

LAND USE TYPE	GROSS FLOOR AREA		PLOT SIZE	NUMBER OF STORIES
	Existing	Proposed		
Commercial				
Office				
Restaurant				
Medical				
Other Uses				
Accessory Uses				

SECTION E: SPECIFICATIONS FOR SITE PLAN

Note: If the original site plan was not completed to the required specifications, please schedule a meeting with the Development Services Staff. Depending on the request, the following information may be requested:

- Detail Sheet
- Floor Plans
- Building Elevations
- Renderings or perspectives of proposed development
- Landscape Plans
- Parking
- Survey that identifies the following:
 - Distance of structure from property line
 - Distance between structures
 - Property lines
 - Existing setbacks
 - Easements
 - Adjacent Right-of-Way

Need assistance or clarification?

Please contact us at (954)-640-4210 or email Zoning@lbts-fl.gov



LAUDERDALE•BY•THE•SEA

Universal Development Application



4501 N. OCEAN DRIVE, LAUDERDALE-BY-THE-SEA, FL 33308

(954)-640-4210

ZONING@LBTS-FL.GOV

M-F 8:30-4:30 PM

Administrative Purpose

Application Number: _____

BTR #: _____

Date Application Submitted: _____

Date Application found Completed: _____

Pre-Application Meeting Date: _____

Non-Refundable Application Fee: _____

Cost Recovery Fee: _____

In accordance with Section 30.111-30.113 of the Town's Unified Land Development Regulations: Development applications are required to be provided before any development permit is issued. Please refer to the Town's website to obtain a copy of the corresponding Application Checklist and Fee Schedule.

Check appropriate application and block:

Appeal of Administrative Decision

Site Plan

Site Plan Level 1 Modification

X Site Plan Level 2 Modification

Conditional Use _____

Conditional Use _____
Modification _____

Administrative Adjustment _____

Variance _____

Plat _____

Architectural Review

Historic Designation

Certificate of Appropriateness

Zoning Relief

Rezoning

Right-of-Way Vacation

Comprehensive Plan Amendment

Payment in Lieu of Parking

Parking Reduction _____

Other: _____

Project Name: APARTMENT BLDG. ADDITION & RENOV

Folio 494318050460

m Folio

Street Address 231 LAKE CT

esc Legal SILVER SHORES UNIT A, BLK 3, LOT 5 Property Owner's Phone #: 516-946-5103

Name of Property Owner: 231 LAKE COURT GROUP LLC

Address of Property Owner 267 BOMBAY COURT

LAUDERDALE BY THE SEA, FL 33308 Applicant's Phone #: 516-946-5103

Property Owner's Email Address
michaelanthonygeorge1@gmail.com

Name of Applicant: Mark Thomas Budd, Architect
Applicant's Address: 224 Commercial Blvd. #302
Lauderdale by the Sea, FL 33308
Applicant's Email Address: marktbudd@gmail.com

5/28/2020
Universal Application

Name of Agent: Mark Budd

Agent's Email Address: marktbudd@gmail.com Agent's Phone #: 954-798-6570

Agent's Address: 224 Commercial Blvd. #302, Lauderdale by the Sea, FL 33308

Land Use Plan Designation: Med High Res Zoning District: RM-25

Existing Use of the Subject Property: 4 UNIT APT BLDG.

Proposed Use of the Subject Property: 3 UNIT APT. BLDG.

APPROVAL OF WAIVER OF TIME ALLOWED TO REVIEW APPLICATION

I (Applicant/ Property Owner) hereby waive my rights as to the required review time stated in House Bill 7103 as it relates to time limits to review applications for approval of a development permit or development order.

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

DEVELOPMENT APPLICATION SIGNATURE SECTION

Property Owner

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of ~~Florida~~: New York

County: Nassau

SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day 27th of MAY, 20 25.

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/2027

Notary Signature: Tamara S. Snayd

Applicant

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of Florida: New York

County: NASSAU



SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day
27th of May, 20 25.

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/27

Notary Signature: Tamara S. Snayd

TAMARA S. SNAYD
Notary Public State of NY
No. 01SN5075940
Qualified: Nassau County
Expires: April 7, 2027



ARTHUR J. MARCUS ARCHITECT P.A.

1800 NORTH ANDREWS AVENUE #7F * FORT LAUDERDALE, FLORIDA 33311 * t:305-467-6141

email: arthur.marcus444@att.net * web: www.arthurmarcus.art

AA #26000962

September 10, 2025

Jhanelle Campbell, Development Services Director
 Town of Lauderdale-by-the-Sea
 4501 North Ocean Drive
 Lauderdale-by-the-Sea, FL 33308

Re: 231 Lake Court
 ARCHITECTURAL REVIEW #4

The Applicant is proposing to renovate and provide additions to an existing 5-unit multi-family building to transform it into a 4-unit multi-family building and to obtain all approvals required by the Town of Lauderdale-By-The-Sea. The Town of Lauderdale-by-the-Sea Code of Ordinances includes Section 30 - 51: the Architectural Design Standards (ADS);

Note: Italic font indicates excerpts from LBTS / ADS.

(a) Purpose and intent. The purpose of this section and the Town's Architectural Design Standards (sometimes referred to as the "Town ADS") is to encourage the local adaptation of the Mid-Century Modern architectural style as the preferred architectural style of the Town, in that such architectural style is compatible with the essential character of the Town, supportive of efficient development, is architecturally and visually appealing, and fosters a sense of place in the preservation of the architectural and design characteristics of the Town's existing built environment.

These Architectural Plans have been submitted for compliance with the architectural standards and architectural review requirements provided by this section and the Town ADS. A separate Site Plan Preliminary Review dated 7.08.25 has also been conducted by Linda Strutt Consulting, Inc.

(3)(a) - The primary purpose of the Architectural Design Review shall be to determine whether or not the plans submitted comply with the architectural design features and materials typical of the Mid-Century Modern architectural style. with the relevant architectural style.

The Town shall determine whether the plans submitted substantially conform to the provisions of this section and the Town ADS in preserving the traditional aesthetic treatment of the community, and shall include such findings as part of the documentation required for development review and approval.

Comments and questions regarding this 4th Architectural Review of the revised drawings are as follows:

RAILINGS

The Applicant has revised the railing design along the two stairs to match the same pattern as on the horizontal balconies. This design is representative of the Mid Century style. The railings are also indicated to be painted white which is acceptable.

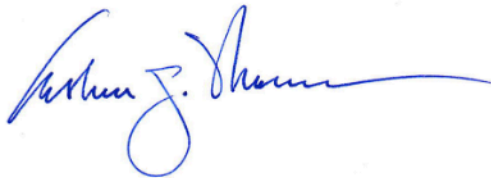
The cover sheet has been updated to reflect the latest design.

This proposed project is Approved.

Good Luck with the renovations.

Please respond directly to Jhanelle Campbell at LBTS with any questions and/or concerns.

Yours truly,

A handwritten signature in blue ink, appearing to read "Arthur J. Marcus", with a long horizontal flourish extending to the right.

Arthur J. Marcus
Arthur J. Marcus Architect P.A.



Mark Thomas Budd, Architect

231 Apartment Building- Additions & Remodeling

231 LAKE COURT, LAUDERDALE BY THE SEA, FL 33308
CITIZEN PARTICIPATION MEETING - OCT. 6, 2025

Citizen Participation Meeting Summary – Oct. 6, 2025
10-6-2025

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Project Summary

This project consists of converting an existing four-unit, two story Apartment Building into a 3-unit two-story Apartment Building with a two-car Garage and Penthouse additions proposed.

One three-bedroom unit with a Penthouse & Rooftop Terrace along with two one-bedroom units are proposed.

The ground level two-car Garage addition shall be located in the existing driveway area, while the existing two-car garage shall be converted into a one-bedroom apartment.

Site improvements beyond the existing footprint of the existing building consists of the new two-car Garage Addition along with a re-configured surface parking space. The existing swimming pool and deck are to remain.

This project is subject to the Architectural Review process has been designed in the Mid-Century Modern Architectural style.

Citizen Participation Meeting

The Citizen Participation Meeting was held on Monday, Oct. 6th 2025, 6:30 pm at the Jarvis Hall located on 4505 N. Ocean Drive, Lauderdale by the Sea, Florida 33308.

To the meeting assisted the parties interested in how the development could impact the neighborhood.

Attendees List

There was one member of the community that attended the Citizen Participation Meeting.

Mr. Peter Sampo 4300 E. Tradewinds Avenue 305-798-2633

Community Member Comments

Mr. Sampo is a resident directly across the canal to the west.

1. Two concerns were stated:
 - a. How long would construction take?
 - b. Is the Owner of the property going to live on the premises?

Applicant Response:

- a. Construction to start immediately upon issuance of a permit.
- b. Owner intends to live on the property.

Notice of Meeting



**LAUDERDALE
BY-THE-SEA**
RELAX...YOU'RE HERE

[illegible]

APPENDIX

[illegible]

HIGHT TABLE	NABD	FLEET
GRADE (IRC)	6.45'	
HIGHEST CROWN OF ROAD ADJACENT TO BUILDING	+8.95'	
18 INCHES ABOVE HIGHEST CROWN OF ROAD	+5.45'	
MINIMUM PERMITTED ELEVATION FOR HABITABLE FINISHED FLOOR	+7.42'	
HIGHEST BASE LEVEL FOR HEIGHT MEASUREMENTS (specify at grade, etc.)	+7.42'	
FIRST FLOOR LEVEL	+7.52'	
TOP OF ROOF DECK	+29.02'	22'
TOP OF PARAPET	+33.02'	26'
TOP OF HIGHEST ROOF STRUCTURE (PENTHOUSE)	+40.52'	33'

LOT 5, BLOCK 3, SILVER SHORES SECTION OF FORT LAUDERDALE BY THE SEA UNIT A
PLAT BOOK 28, PAGE 39, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

UNIT #1 - TWO-STORY - 2-BEDROOM	
FIRST FLOOR A/C AREA *	2,429 SF
SECOND FLOOR A/C AREA *	2,429 SF
TOTAL UNIT #1 A/C FLOOR AREA *	4,858 SF
UNIT #2 - SECOND FLOOR - 1-BEDROOM	
UNIT #2 A/C FLOOR AREA *	661 SF
UNIT #3 - SECOND FLOOR - 1-BEDROOM (FORMERLY 2-BEDROOM)	
UNIT #3 A/C FLOOR AREA *	661 SF
NEW PENTHOUSE A/C FLOOR AREA *	241 SF
TOTAL A/C FLOOR AREA *	6,381 SF
NEW GARAGE ADDITION:	568 SF
COV. ENTRY:	48 SF
TOTAL BUILDING AREA *	6,997 SF

[illegible]

**231 APARTMENT BUILDING
ADDITIONS & REMODELING
231 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA**

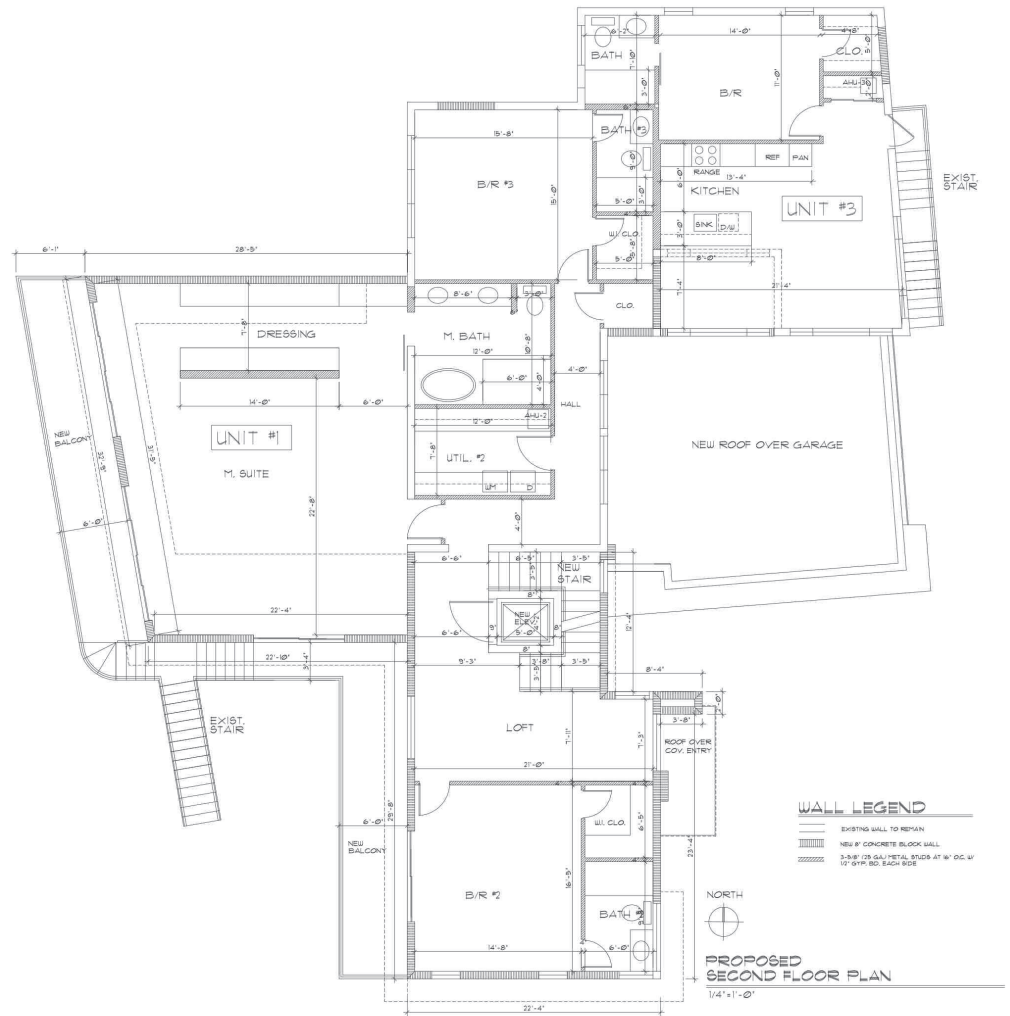


DATE: 8-12-19
REVISIONS:
1

SHEET
SP-1

OP 1





MARK THOMAS BUDD, ARCHITECTURE
1234 COMMERCIAL BLVD.
SUITE 200
MIAMI, FLORIDA 33130
(305) 798-5570
FAX: (305) 798-5571
www.mtbudd.com

FLA. REG. #AR-3649
STATE OF FLORIDA
REGISTERED PROFESSIONAL ARCHITECT

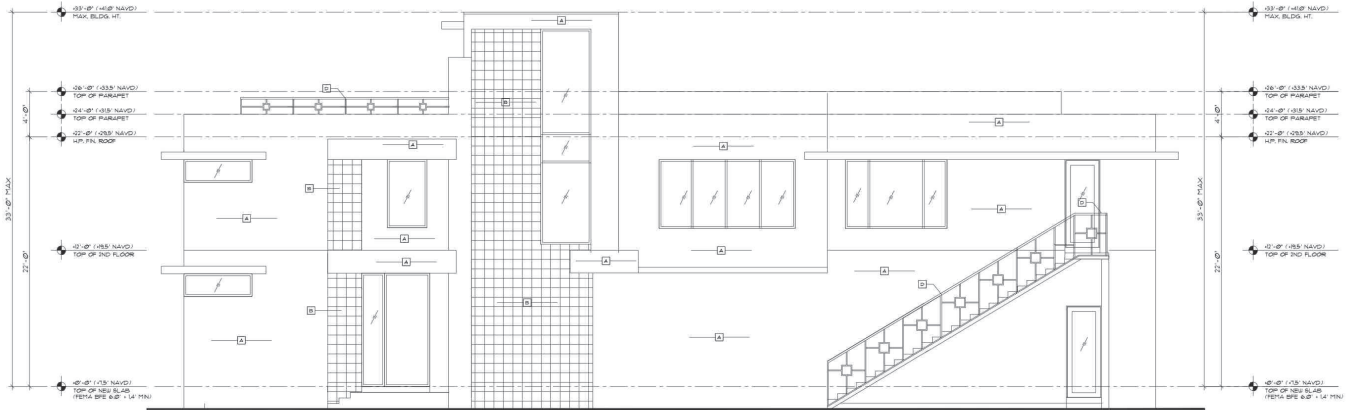
231 APARTMENT BUILDING
ADDITIONS & REMODELS
231 LAKE COUNTY ROAD
LAKE COUNTY, FLORIDA

DATE: 6-23-20
REVISIONS:

PROJECT
A - 2
OF 3

SHEET

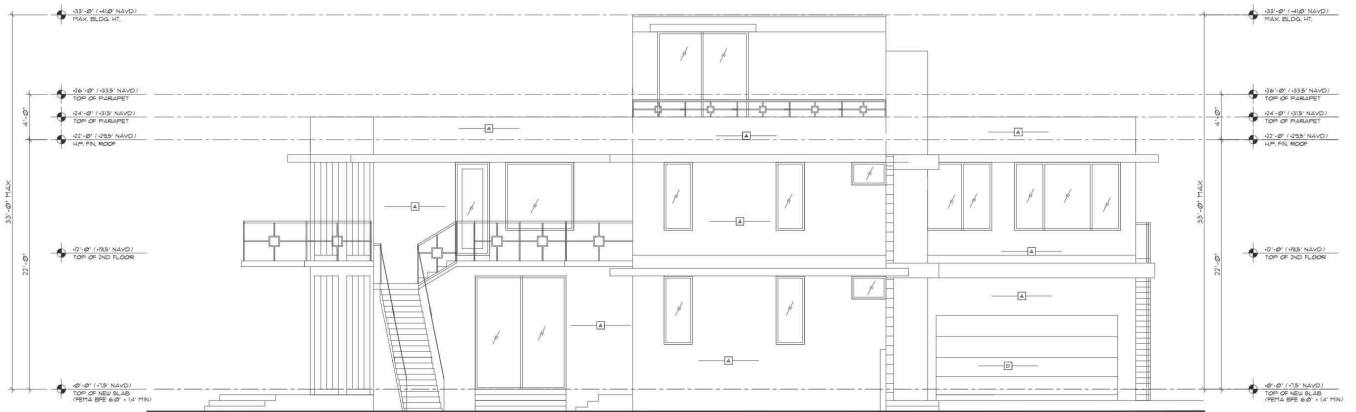




RIGHT SIDE / EAST

MATERIALS & COLOR SCHEDULE		
PLAN DESCRIPTION	MATERIAL	COLOR
[A] BRUSHY PAINTED STUCCO FINISH	STUCCO, PAINTED STUCCO (POSSIBLE)	BENI MOONE - CHARITABLE LAKE
[B] CORAL STONE VENEER	RETIKONE CORAL	BENI MOONE - CHARITABLE LAKE
[C] ALUM. BUTTER & CONDOR	ALUMINUM	WHITE
[D] ALUM. ON-BURNING DOOR	ALUMINUM	WHITE
[E] ALUMINUM & GLASS SCHEDULE	ALUMINUM FRAME 1/2" TYP. GL.	BENI MOONE - PINK

NOTE: ALL WINDOWS & DOOR FRAMES TO BE WHITE ALUMINUM



FRONT / SOUTH

EXTERIOR ELEVATIONS

1/4" = 1' - 0"

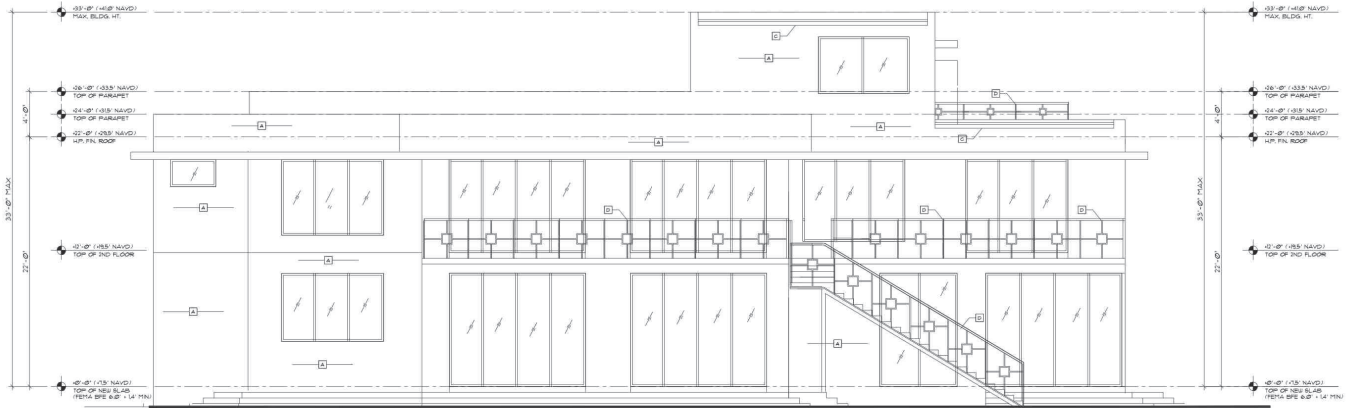


MARK THOMAS BUDD, ARCHITECTURE
254 COMMERCIAL BLVD.
SUITE 200
FORT LAUDERDALE, FLORIDA 33301
(954) 798-5970
FLA. REG. #AR-9549
DATE: 8-22-20
REVISIONS:
SHEET
A = 4
OF 5

PROJECT:
GEORGE REGENCY ADDITION
23 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA



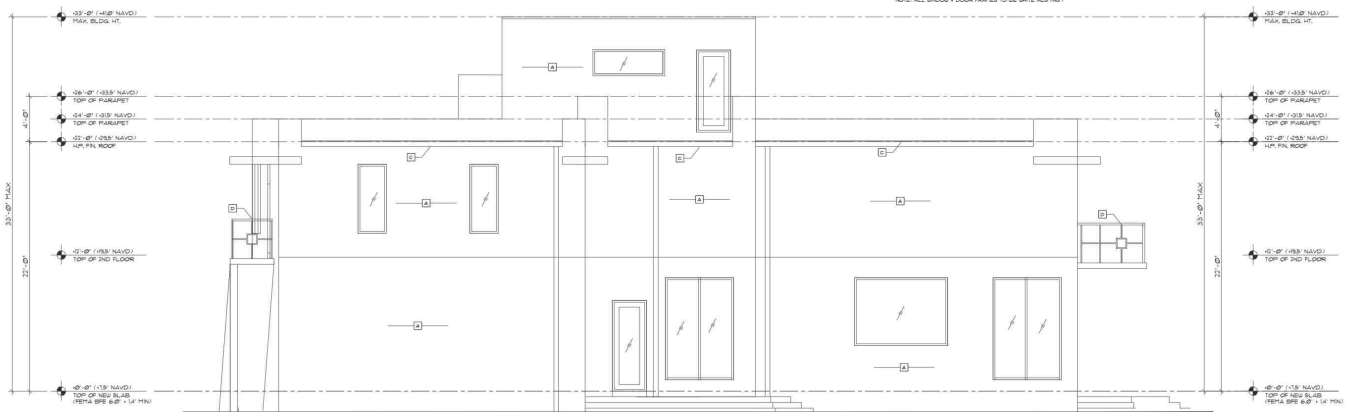
DATE: 8-22-20
REVISIONS:
SHEET
A = 4
OF 5



LEFT SIDE / WEST

MATERIALS & COLOR SCHEDULE		
PLAN DESCRIPTION	MATERIAL	COLOR
A. BRUSHY PAINTED STUCCO FINISH	STUCCO PAINTED STUCCO (POSSIBLE FINISH)	BENNY MOORE - CHARPALLY LAKE
B. CORAL STONE VENEER	VENETIAN CORAL	BENNY TAN
C. ALUM. BUTTER & CORDONNET	ALUMINUM	WHITE
D. ALUM. ON-GUARD DOOR	ALUMINUM	WHITE
E. ALUMINUM & GLASS SCHEDULE	ALUMINUM FRAME 1/2" TYP. GL.	BENNY MOORE - TAN

NOTE: ALL WINDOWS & DOOR FRAMES TO BE WHITE ALUMINUM



REAR / NORTH

EXTERIOR ELEVATIONS
1/4" = 1'-0"



MARK THOMAS BUDD, ARCHITECTURE
254 COMMERCIAL BLVD.
SUITE 200
FORT LAUDERDALE, FLORIDA 33301
(954) 798-5970
FLA. REG. #AR-9549
DATE: 8-10-20
REVISIONS:
A - 1
OP 8

PROJECT:
GEORGE REGENCY ADDITION
23 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA

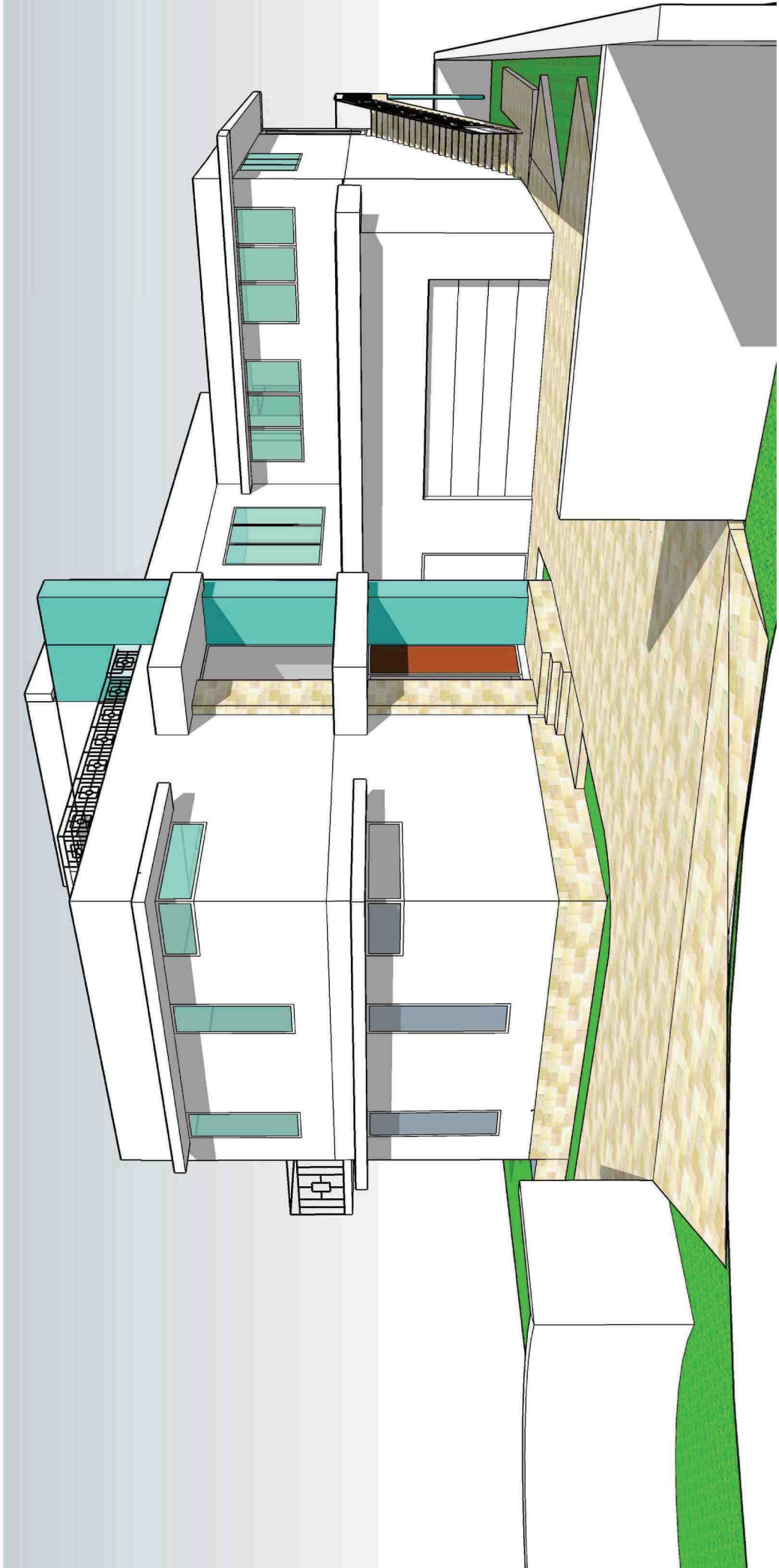


DATE: 8-10-20

REVISIONS:

A - 1

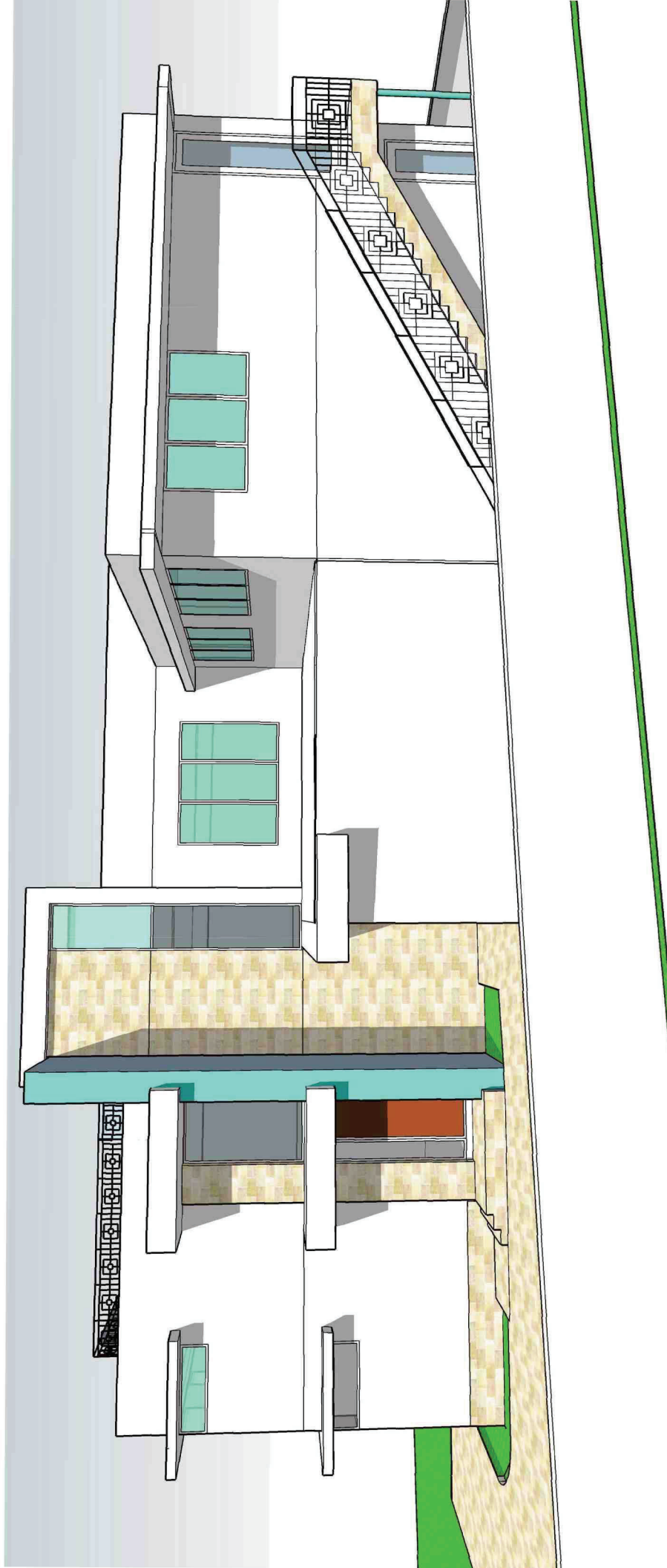
OP 8



FRONT / SOUTH VIEW



SE CORNER VIEW



EAST VIEW

NON APPROVED

**TOWN OF LAUDERDALE-BY-THE SEA
PLANNING AND ZONING BOARD MEETING MINUTES
JARVIS HALL, 4505 N OCEAN DRIVE, 33308
Wednesday, November 5, 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 6:03PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited. Before the Board got started with its business, Development Services Director (DSD) Campbell notified of the passing of Board Member William “Bill” Ferrante and a moment of silence was observed in remembrance of him. Board Member Piersante then announced that he would reclude himself from tonight’s only agenda item and explained why.

ROLL CALL & WELCOME

Board Clerk Megan Small called the roll and present in-person were Chair Karen Sylvester, Board Member Ron Piersante, Board Member Jeff Goldman and Board Member MaShawn Simpson. Vice Chair Leslie Richardson arrived present in-person late (approximately 6:14PM). 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 MINUTESa. Planning & Zoning (P&Z) Meeting Minutes – October 1, 2025

Board Member Goldman made a motion to approve the P&Z Minutes of October 1, 2025 as written and was seconded by Board Member Piersante. The motion to approve carried 4-0 (Vice Chair Richardson not present yet).

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 now.

5. NEW BUSINESS5.A.

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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town’s zoning and land use requirements for property located at 231 Lake Court.

Development Services Director (DSD) Campbell presented this Level 2 Site Plan Modification for 231 Lake Court. It would reconfigure an existing, multi-family building that currently has four units and reduce that to three units. This reconfiguration included things like an expansion, architectural upgrades to the façade of the building, rooftop terrace for passive recreation, removal of existing garage, constructing a new garage, etc. She also explained about the existing, legal non-conforming site conditions including the parking as it was today. The density would be reduced and remained compliant and the height would not exceed the Town's maximum of 33 feet. She explained the rules and regulations for the allowed rooftop terrace. Architectural Review was completed with approval received. A Citizen Participation Meeting was held on October 6th with one attendee and no opposition plus the Town did not receive any negative objections. She explained that the total parking requirement for this type of project would normally be six spaces but they would be deficient one space. They were maintaining the five spaces that they have had but reconfigured the parking in order to make it safer. The Town recommended approval as this project met all their requirements, enhanced the existing structure, and used Mid-Century Modern architecture. DSD Campbell called for Board questions.

Board Member Simpson asked if more people would now be occupying this building because there would be one extra bedroom and they were deficient one parking space already. DSD Campbell answered about the parking. *For the record, Vice Chair Richardson arrived.* DSD Campbell would have the applicant explain the number of bedrooms. Mark Budd, architect, and Michael George, owner, went to the podium. They explained the configuration of units and bedrooms. Vice Chair Richardson asked about the two requirements for the proposed rooftop deck and DSD Campbell put the wording from the code on the screen. Discussion ensued and everything was explained. Architect Budd spoke about this complicated project and praised the Town for holding the building height. There were no public comments. Chair Sylvester asked if this was a family home. Mr. George said this property would be his home where his family, in-laws, parent, and children would come to. There were no further comments/questions and the Chair called for a motion on the application as presented.

Vice Chair Richardson made a motion to approve this application as presented under New Business today for the property located at 231 Lake Court and the motion was seconded by Board Member Goldman. The motion to approve carried 4-0 (Board Member Piersante was recused and did not vote).

6. OLD BUSINESS
None.

7. UPDATES/BOARD MEMBER COMMENTS
None.

8. ADJOURNMENT
Vice Chair Richardson made a motion to adjourn at approximately 6:22PM and the motion was seconded by Board Member Goldman. The motion to adjourn carried 5-0.

Chair Karen Sylvester

ATTEST:

Date Accepted: _____



Planning and Zoning Board Agenda Item Report

Meeting Date: November 5, 2025

Submitted By: Jhanelle Campbell, Development Services Director

Submitting Department: Development Services

Item Type: Presentation

Agenda Section: NEW BUSINESS

Subject Title: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town's zoning and land use requirements for property located at 231 Lake Court.

Explanation:



Image 1- Location of subject property

I. REQUEST

The Applicant requests approval of a Site Plan Level 2 Modification pursuant to Chapter 30, Article IV, Division 2, Section 30-123 of the Town's Code of Ordinances to allow for the renovation and expansion of an existing multifamily structure located on a 0.28-acre parcel at the end of Lake Court. The proposal includes building modifications, interior reconfiguration, and minor site improvements related to parking and access. Pursuant to Town code, the proposed modification includes: (i) combining portions of existing Units 1, 2, and 4 on the ground-floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town's zoning and land use requirements.

II. PROPERTY DESCRIPTION

The subject property is located at the terminus of the Lake Court cul-de-sac and abuts a canal. The site contains an existing multifamily building constructed prior to the adoption of the current zoning code. The property is zoned RM-25 (Residential Multifamily) and is designated Residential High on the Future Land Use Map. The site is developed with four existing dwelling units and associated non-conforming parking areas.

III. PROJECT OVERVIEW

This application has been reviewed as a Site Plan Level 2 Modification based on the revised plan set dated June 27, 2025, and the corresponding site plan modification application (**Exhibit 1- Application and plans**). The project was reviewed by Town Staff, the Town's Planning Consultant and the Town Engineer as part of the review.

IV. ANALYSIS

A. Density and Unit Configuration:

The proposed modifications reduce the total number of dwelling units while slightly increasing the overall building footprint and floor area. The Applicant proposes to consolidate existing Units 1, 2, and 4 into a two-level three-bedroom unit and relocate Unit 2 into the existing garage area. The resulting configuration includes one three-bedroom unit and two one-bedroom units. This represents a decrease in density and maintains compliance with maximum allowable units under the RM-25 zoning designation.

B. Building Modifications and Height:

The Applicant proposes architectural renovations consistent with Mid-Century Modern design elements, along with structural adjustments to meet FEMA minimum elevation requirements. The slab elevation is being raised to meet floodplain regulations, which affects the base point used for height calculations. The site data table indicates an increase of approximately 4'-8" in height. Staff notes that the code allows the highest of three base elevation options (natural grade, 18 inches above road crown, or minimum finished floor elevation) (**Exhibit 2- Height definition**). The building elevation will not exceed 33 feet as outlined in the Town Code.

C. Rooftop Use:

A rooftop terrace is proposed above the new second-floor addition. Based on its design and accessibility, it is considered subject to passive recreational rooftop use regulations. Compliance with limitations on hours of use and any other applicable restrictions will be required and are documented as a condition of the proposed development order (**Exhibit 3- Rooftop regulations**).

D. Non-conformities:

The Applicant proposes to maintain existing legal non-conformities related to structure and site design. Per Town Code, modifications may not increase the degree of any existing nonconformity. Existing conditions that are maintained or improved through this modification will be recognized as legal non-conformities documented in the approved modified site plan.

E. Parking:

Existing parking on the site is non-conforming in both design and quantity. The approved historic site plans (1974 and 1983) show a total of five spaces for four units, one less than required by current code. The proposed reconfiguration will yield one three-bedroom unit and two one-bedroom units, requiring a total of five spaces. A minimum of four spaces is required to be provided to ensure the non-conformity is not worsened.

F. Landscaping:

No landscape plans were provided with the submittal. Although the site data table indicates no change to landscape materials or pervious area, the applicant will be required to obtain all required tree removal permits from Broward County and have landscape changes reviewed by the Town should the landscape be modified in the future.

G. Architectural Review:

Architectural review was conducted as part of the review process and approval was obtained (**Exhibit 4- Architectural Approval**).

H. A citizen participation meeting was held on October 6, 2025. There was only one attendee at the meeting. A copy of the citizen participation summary is attached as **Exhibit 5**.

V. PREVIOUS APPROVALS AND RECOMMENDATIONS

Approved site plans dated 1974 and 1983 are included in the record (**Exhibit 1**). Both prior approvals proposed additions based on a 1956 survey. The proposed modified plan, once approved, will supersede prior versions and serve as the official site plan of record. The proposed development order (**Exhibit 6**), if approved, will include the following conditions:

1. Prior to issuance of a building permit, the Applicant shall obtain a tree removal and/or relocation permit from Broward County for any proposed removal, relocation, or impact to existing trees. In addition, no changes to existing landscaping materials or layout shall occur without first submitting a revised landscape plan to the Town for review and approval in accordance with Chapter 30 of the Town Code. All approved landscaping shall be maintained in a healthy condition at all times.
2. The Applicant shall provide written verification from the Town's solid waste vendor confirming acceptance of a proposed trash management plan, including location and method of service, prior to issuance of any Building Permits. No permits shall be issued until proof of an acceptable trash plan is submitted to and approved by the Town.
3. No signs or fences are approved as part of this Development Order. Any proposed

signage or fencing shall require submittal and approval under a separate permit application.

4. Roof drainage shall not be connected to the seawall or discharged through any new outfall into the adjacent waterway. The Applicant shall revise drainage calculations to include the building area within the impervious surface calculations and update the swale area documentation accordingly to demonstrate compliance.
5. Although the existing driveway is noted as remaining, any modification, replacement, or reconstruction of the driveway shall be required to comply with the Town's current specifications for swale restoration, driveway setback, and maximum allowable driveway width and design standards prior to permit approval.
6. The Applicant shall secure a building permit for the project within six (6) months of the date of the development order approval.
7. The construction shall be in accordance with submitted plans (**Exhibit 1**). Such plans are subject to revisions based on any necessary changes that may be required for issuance of a building permit pursuant to the Florida Building Code.
8. The approved site plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for the issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.
9. Prior to the issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

VII. CONCLUSION

The Site Plan Level 2 Modification request involves reconfiguration of units, architectural improvements, and site changes which meet the Town Code. The application is presented for Planning and Zoning Board consideration and discussion with Staff's recommendation of approval of the project as proposed.

Recommendation: Staff recommends approval of the proposed project.

Exhibits:

1. Exhibit 1 - Application and Plans - 231 Lake Ct
2. Exhibit 2- Height and Grade Definition
3. Exhibit 3 - Rooftop Regulations
4. Exhibit 4 - Architectural Approval - 231 Lake Ct
5. Exhibit 5 - Citizen Participation Summary - 231 Lake Ct
6. Exhibit 6 - 231 Lake Court - Development Order Updated

LAUDERDALE•BY•THE•SEA

SITE PLAN MODIFICATION LEVEL 2

If a Site Plan Modification Level 2 is required, as determined by the Town Manager, the project presents a significant change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties.

If it is found that there would be a change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties, the applicant will need to apply for a Site Plan Modification Level 2. In accordance with the Town of Lauderdale-By-The-Sea Unified Land Development Regulations Section 30-123, the following determines the criterion for a Site Plan Modification Level 2:

- Does the modification increase the buildable square footage of the development?
- Does the modification reduce the provided number of parking spaces below the required number of parking spaces?
- Does the modification cause the development to be below the development standards for the zoning district in which it is located or other applicable standards in the Land Development Regulations?
- Does the modification have an adverse effect on adjacent or nearby property or reduce required physical buffers, such as fences, trees, or hedges?
- Does the modification adversely affect the elevation design of the structure or reduce the overall design of the structure below the standards stated in article I, division 2, Architectural Review Requirements?
- Does the modified development meet the concurrency requirements of the Town of Lauderdale-By-The-Sea Comprehensive Plan?
- Does the modification alter the site layout so that the modified site plan does not resemble the approved site plan?

SECTION A: ITEMS FOR SUBMITTAL

Note: With the application, please submit the documents via email or thumb drive.

- Fee for Site Plan Modification Level 2 + Deposit (See Fee Schedule)
- Completed and notarized Universal Development Application
- Proof of Ownership (Deed, Title Work)
- Copy of Development Order originally approved by the Town
- Letter from the applicant that sets forth the requested changes, along with the following:
 - An exhibit showing the portion of the Site Plan which is to be changed in its present condition
 - An exhibit depicting the requested change
- Traffic Study (if required)
- One (1) copy of the plans at 11" x 17" in color (see specifications for site plan in Section E below)
- One (1) Copy of site plan previously approved by the Town (see specifications for site plan below)
- One (1) current survey, signed and sealed
- Two (2) copies of the proposed plans signed, sealed, and bounded at 24" x 36" (see specifications for site plan in Section E below)
- Photos of site and of adjacent properties

NOTE: If a resubmittal is requested, please submit the amended documents, the previous comments received from the Town, and the applicant's response to those comments.

SECTION B: SITE PLAN PROJECT CHARACTERISTICS

Is this a modification to a previously approved site plan? ____ Yes or X No

If yes, please provide the date and application number of the previous approval: _____

Existing Future Land Use Plan Designation: M-H-RES Existing Zoning Classification: RM-25

Existing Use of property (if vacant, state vacant): MULTI FAMILY

Number of units are existing (residential/motel/hotel): 4 res The date last occupied: 1-30-25

Will units be demolished: 1 Number of units to remain: 3

SECTION C: PROPOSED DEVELOPMENT: COMPLETE FOR RESIDENTIAL PROJECTS

UNIT TYPE	NUMBER OF UNITS		PLOT SIZE	DENSITY	
	Existing	Proposed		Existing	Proposed
Single-Family					
Duplex					
Townhouse					
Multi-family	4	3	.28 AC	4/.28	3/.28
Hotel/Motel Unit with kitchen					
Hotel/Motel Unit without kitchen					

SECTION D: PROPOSED DEVELOPMENT: COMPLETE FOR NON-RESIDENTIAL PROJECTS

LAND USE TYPE	GROSS FLOOR AREA		PLOT SIZE	NUMBER OF STORIES
	Existing	Proposed		
Commercial				
Office				
Restaurant				
Medical				
Other Uses				
Accessory Uses				

SECTION E: SPECIFICATIONS FOR SITE PLAN

Note: If the original site plan was not completed to the required specifications, please schedule a meeting with the Development Services Staff. Depending on the request, the following information may be requested:

- Detail Sheet
- Floor Plans
- Building Elevations
- Renderings or perspectives of proposed development
- Landscape Plans
- Parking
- Survey that identifies the following:
 - Distance of structure from property line
 - Distance between structures
 - Property lines
 - Existing setbacks
 - Easements
 - Adjacent Right-of-Way

Need assistance or clarification?

Please contact us at (954)-640-4210 or email Zoning@lbts-fl.gov



In accordance with Section 30.111-30.113 of the Town's Unified Land Development Regulations: Development applications are required to be provided before any development permit is issued. Please refer to the Town's website to obtain a copy of the corresponding Application Checklist and Fee Schedule.

Check appropriate application and block:

Appeal of Administrative Decision

Site Plan

Site Plan Level 1 Modification

X Site Plan Level 2 Modification

Conditional Use _____

Conditional Use _____
Modification _____

Administrative Adjustment _____

Variance _____

Plat _____

Architectural Review

Historic Designation

Certificate of Appropriateness

Zoning Relief

Rezoning

Right-of-Way Vacation

Comprehensive Plan Amendment

Payment in Lieu of Parking

Parking Reduction _____

Other: _____

Project Name: APARTMENT BLDG. ADDITION & RENOV

Folio 494318050460

Folio

Street Address 231 LAKE CT

Legal SILVER SHORES UNIT A, BLK 3, LOT 5 Property Owner's Phone #: 516-946-5103

Name of Property Owner: 231 LAKE COURT GROUP LLC

Address of Property Owner 267 BOMBAY COURT

LAUDERDALE BY THE SEA, FL 33308 Applicant's Phone #: 516-946-5103

Property Owner's Email Address
michaelanthonygeorge1@gmail.com

Name of Applicant: Mark Thomas Budd, Architect
Applicant's Address: 224 Commercial Blvd. #302
Lauderdale by the Sea, FL 33308
Applicant's Email Address: marktbudd@gmail.com

5/28/2020
Universal Application

Name of Agent: Mark Budd

Agent's Email Address: marktbudd@gmail.com Agent's Phone #: 954-798-6570

Agent's Address: 224 Commercial Blvd. #302, Lauderdale by the Sea, FL 33308

Land Use Plan Designation: Med High Res Zoning District: RM-25

Existing Use of the Subject Property: 4 UNIT APT BLDG.

Proposed Use of the Subject Property: 3 UNIT APT. BLDG.

APPROVAL OF WAIVER OF TIME ALLOWED TO REVIEW APPLICATION

I (Applicant/ Property Owner) hereby waive my rights as to the required review time stated in House Bill 7103 as it relates to time limits to review applications for approval of a development permit or development order.

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

DEVELOPMENT APPLICATION SIGNATURE SECTION

Property Owner

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of ~~Florida~~: New York

County: Nassau

SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day 27th of MAY, 20 25.

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/2027

Notary Signature: Tamara S. Snayd

Applicant

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of Florida: New York

County: NASSAU

TAMARA S. SNAYD
Notary Public State of NY
No. 01SN5075940
Qualified: Nassau County
Expires: April 7, 2027

SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day
27th of May, 20 25

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/27

Notary Signature: Tamara S. Snayd

TAMARA S. SNAYD
Notary Public State of NY
No. 01SN5075940
Qualified: Nassau County
Expires: April 7, 2027





231 APARTMENT BUILDING ADDITIONS & REMODELING

231 LAKE COURT
 LAUDERDALE BY THE SEA, FLORIDA

SITE PLAN - LEVEL 2 SUBMISSION

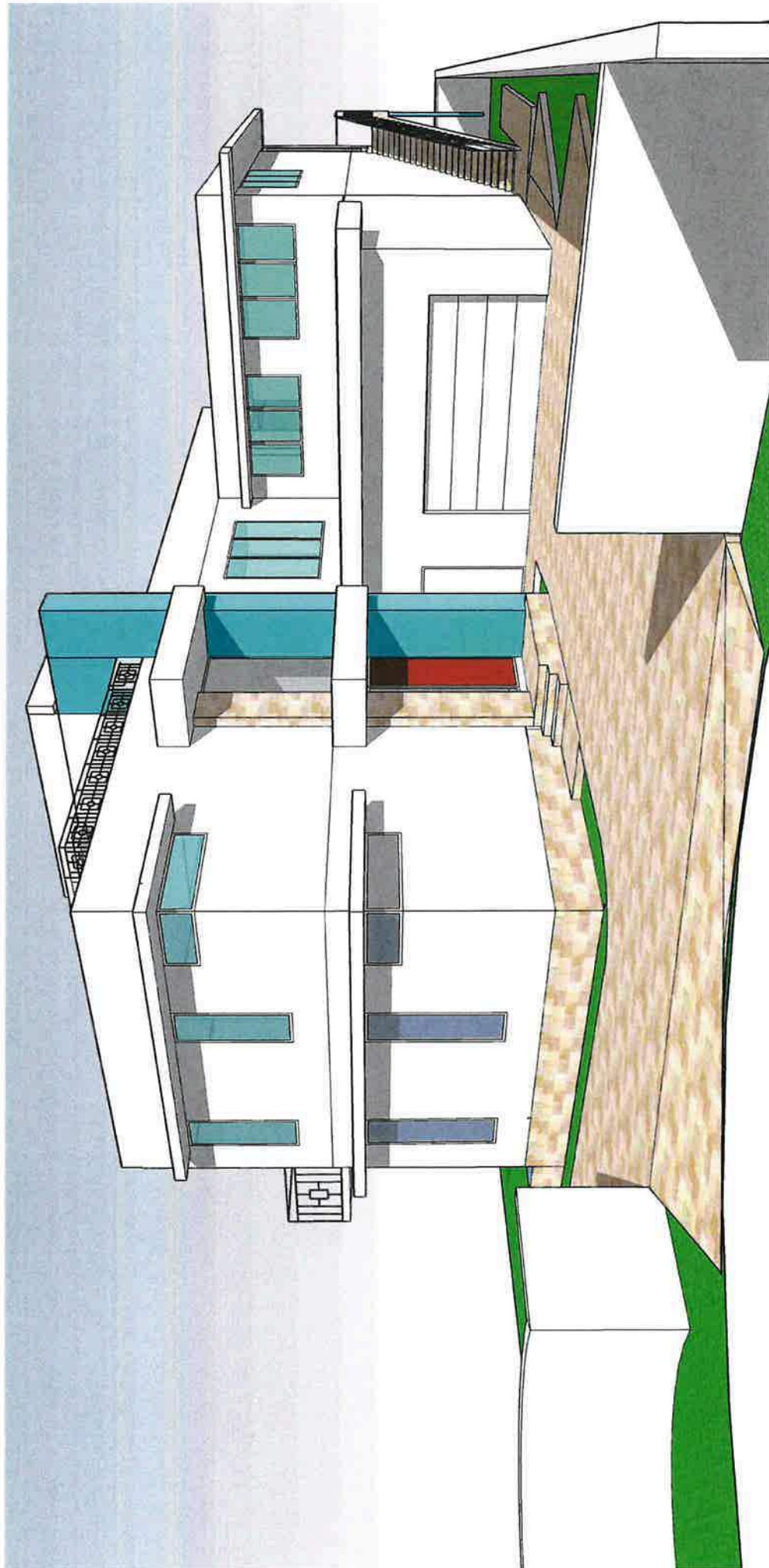


LOCATION MAP

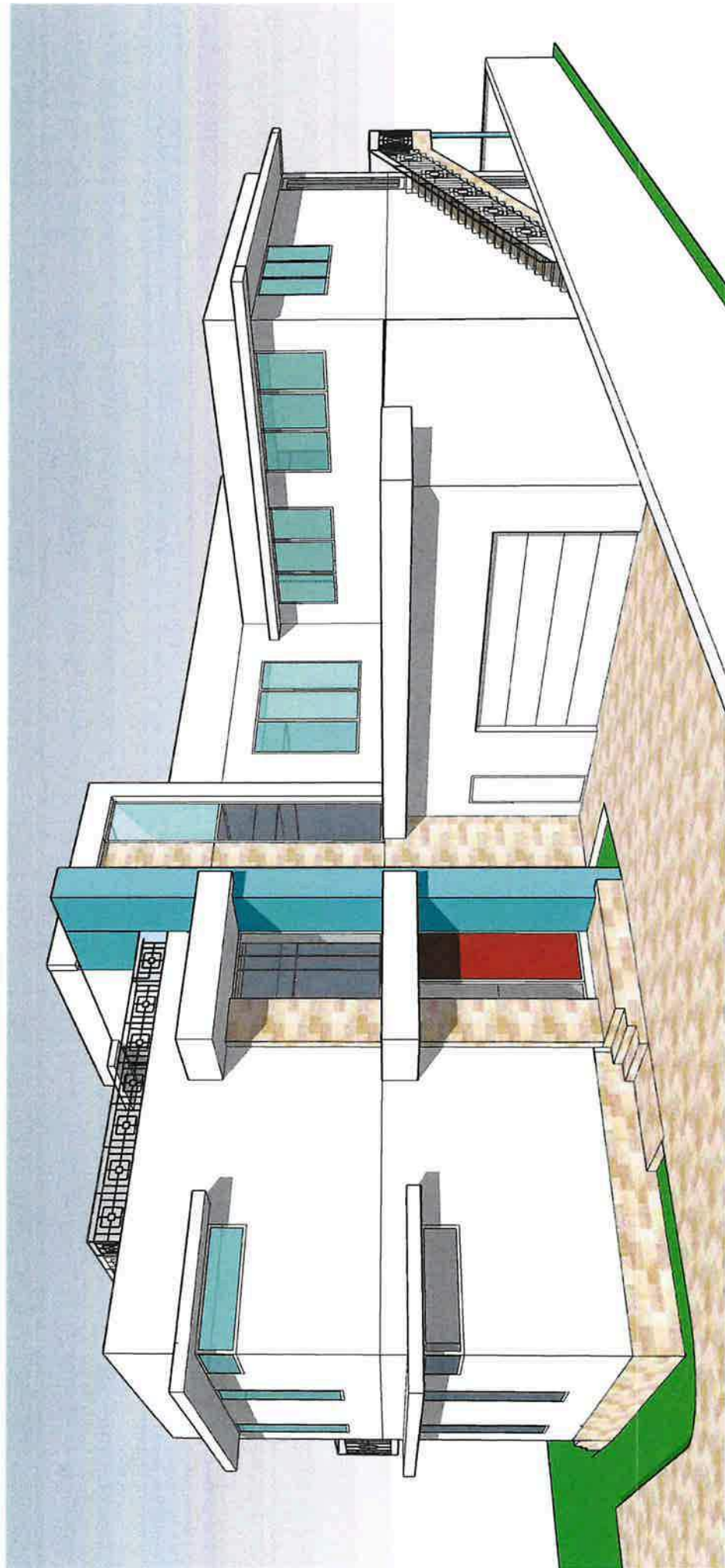


DRAWING INDEX:

- CV-1 COVER SHEET
- 1 OF 1 SURVEY
- SP-1874 EXISTING SITE PLAN - 1874
- SP-1883 EXISTING SITE PLAN - 1883
- PH-1 EXISTING SITE PHOTOS
- EX-1 EXISTING FIRST FLOOR PLAN
- EX-2 EXISTING SECOND FLOOR PLAN
- SP-1 SITE PLAN
- A-1 PROPOSED FIRST FLOOR PLAN
- A-2 PROPOSED SECOND FLOOR PLAN
- A-3 PROPOSED PENTHOUSE / ROOF PLAN
- A-4 EXTERIOR ELEVATIONS
- A-5 EXTERIOR ELEVATIONS



FRONT / SOUTH VIEW

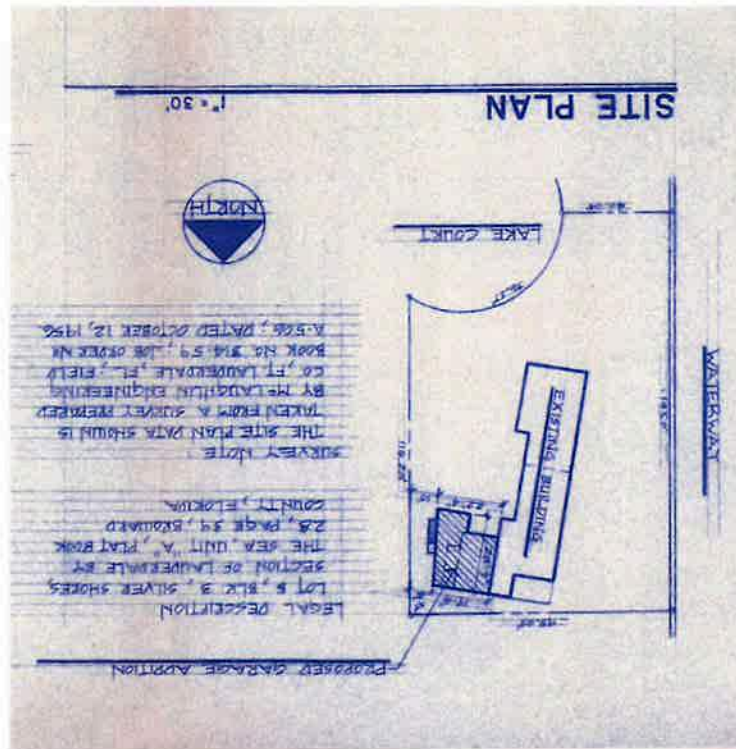


SE CORNER VIEW



EAST VIEW

[illegible]



SP-1983

ADJACENT PROPERTY - EAST



ADJACENT: PROPERTY - SOUTH



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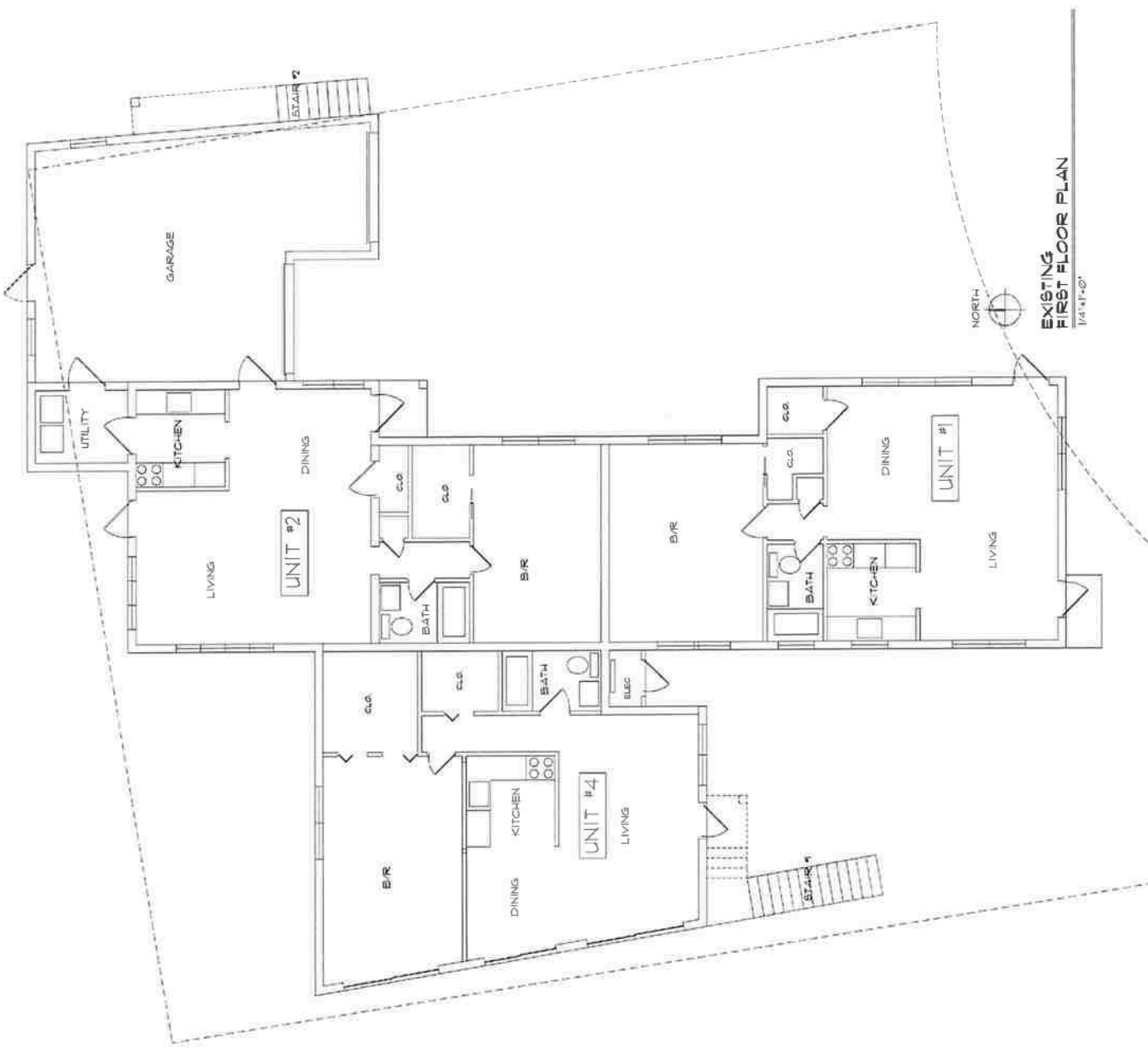


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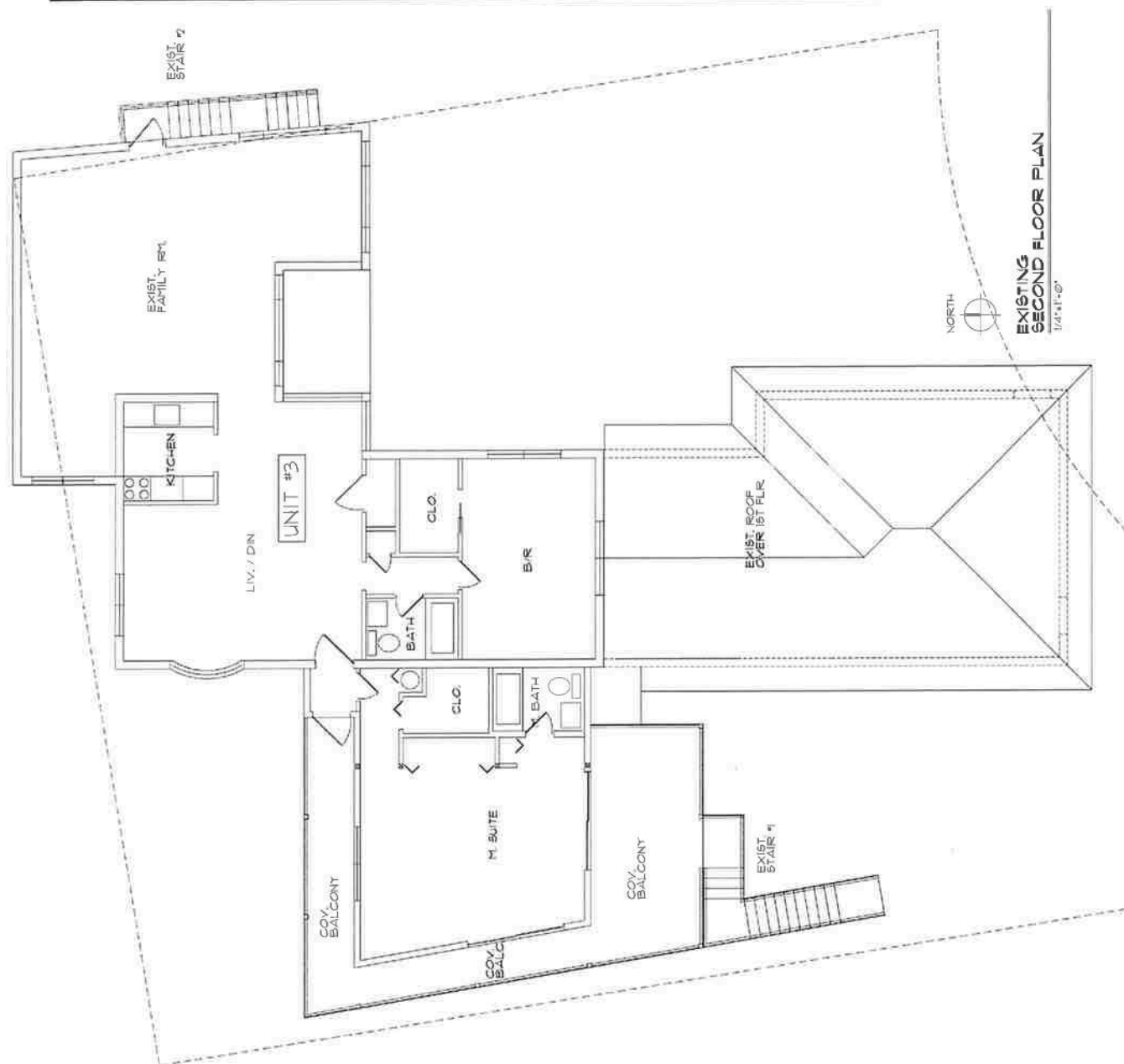
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Statistical analysis and definition

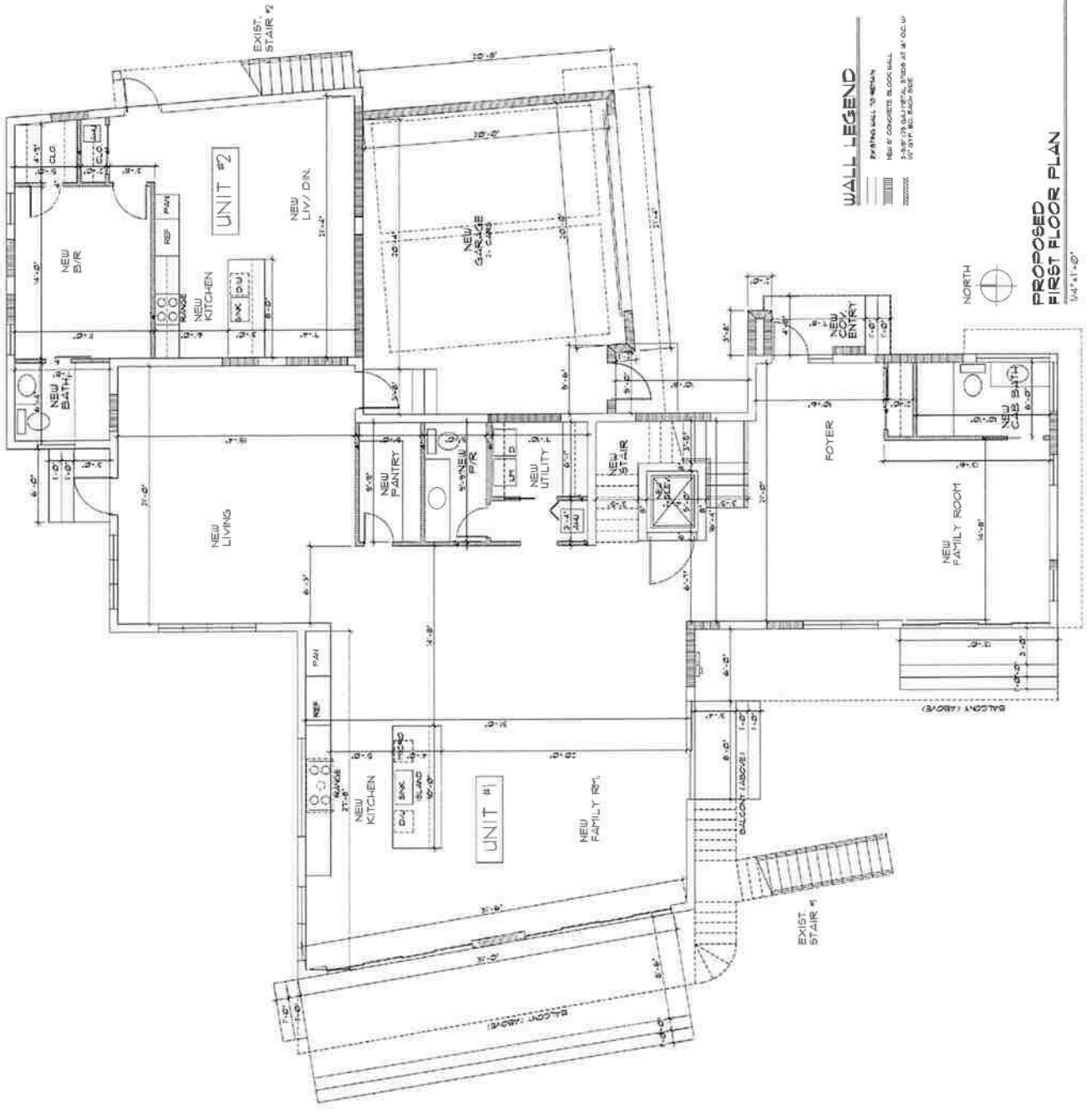


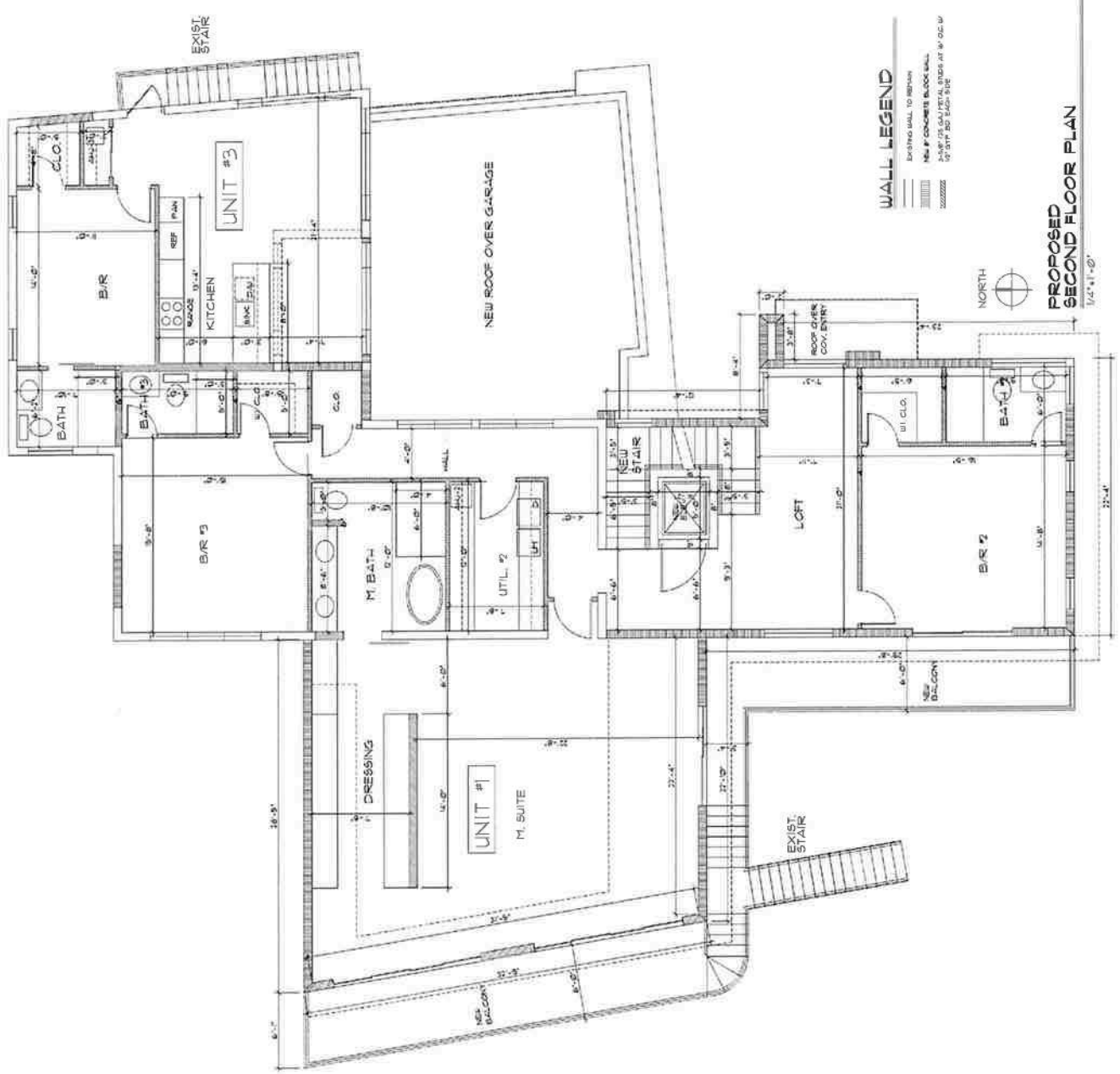


NORTH
 EXISTING
 FIRST FLOOR PLAN
 1/4" = 1'-0"



EXISTING
 SECOND FLOOR PLAN
 1/4"=1'-0"





Page 328 of 425



MARK THOMAS BUDD, ARCHITECTURE
204 COMMERCIAL BLVD.
LAUDERDALE BEACH, FLORIDA 33308
TEL: 954-788-0570
FAX: 954-788-0570

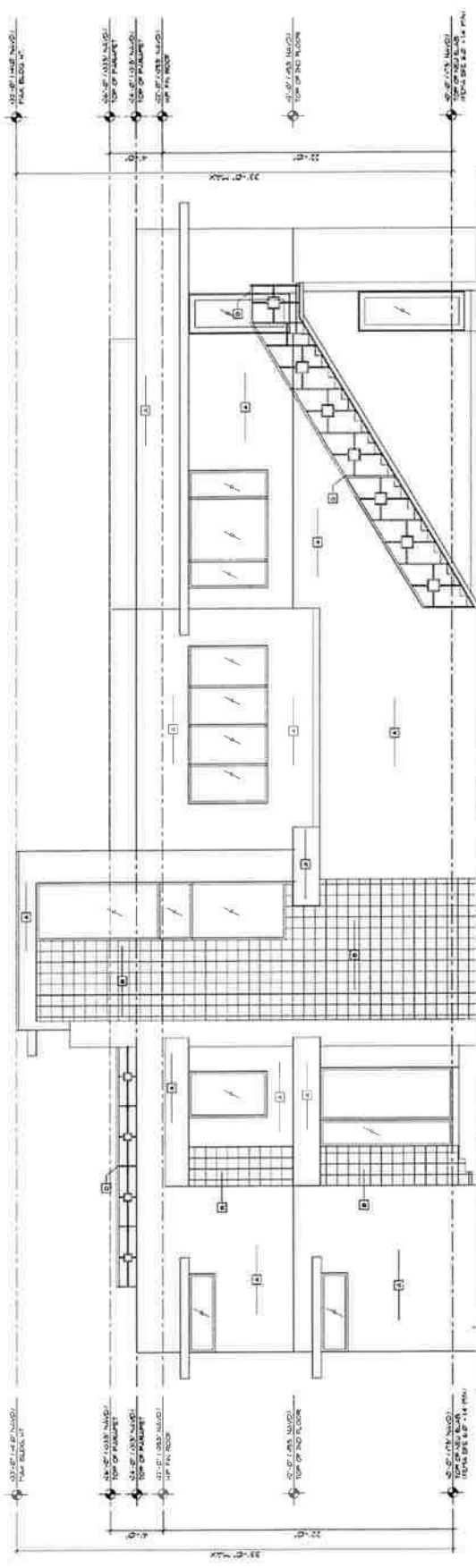
PROJECT: GEORGE RESIDENCE ADDITION
1291 LAKE COURT
LAUDERDALE BEACH, FLORIDA 33308



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REVISIONS:

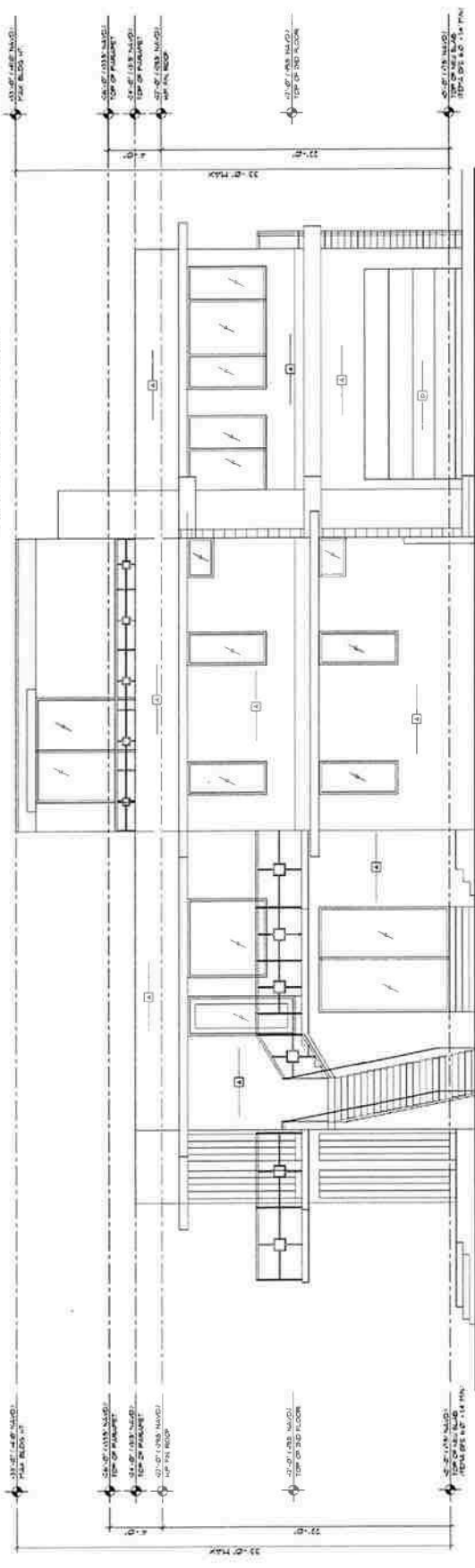
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OF 2



MATERIALS & COLOR SCHEDULE			
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10. SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK

RIGHT SIDE / EAST



FRONT / SOUTH

EXTERIOR ELEVATIONS
1/4"=1'-0"

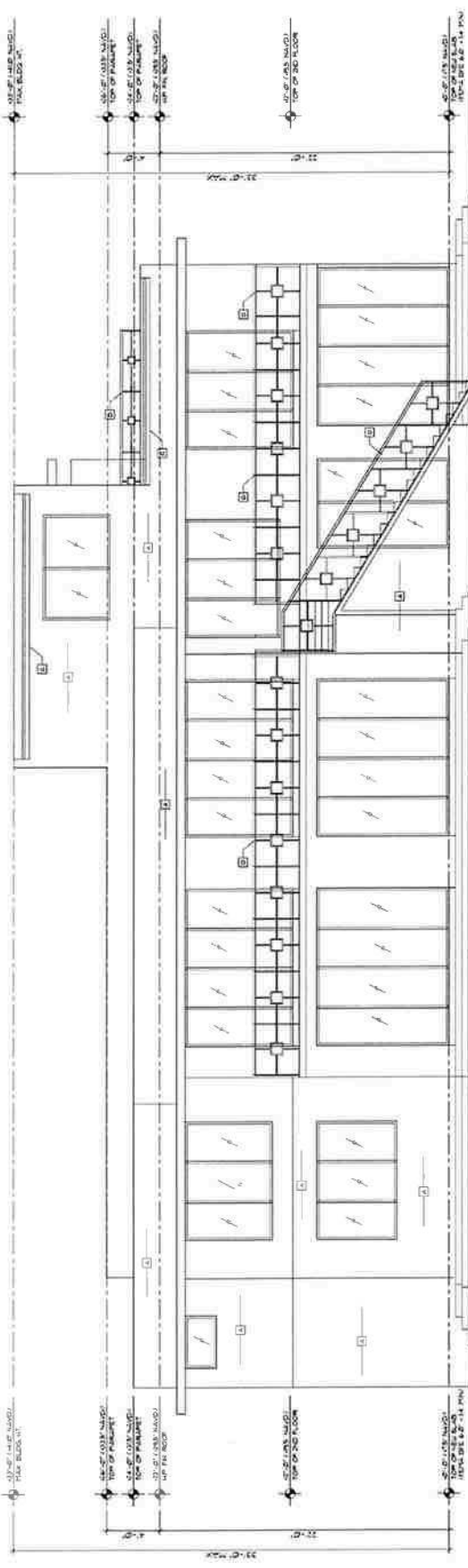


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PROJECT: GEORGIA RESIDENCE ADDITION
123 LAKE COURT
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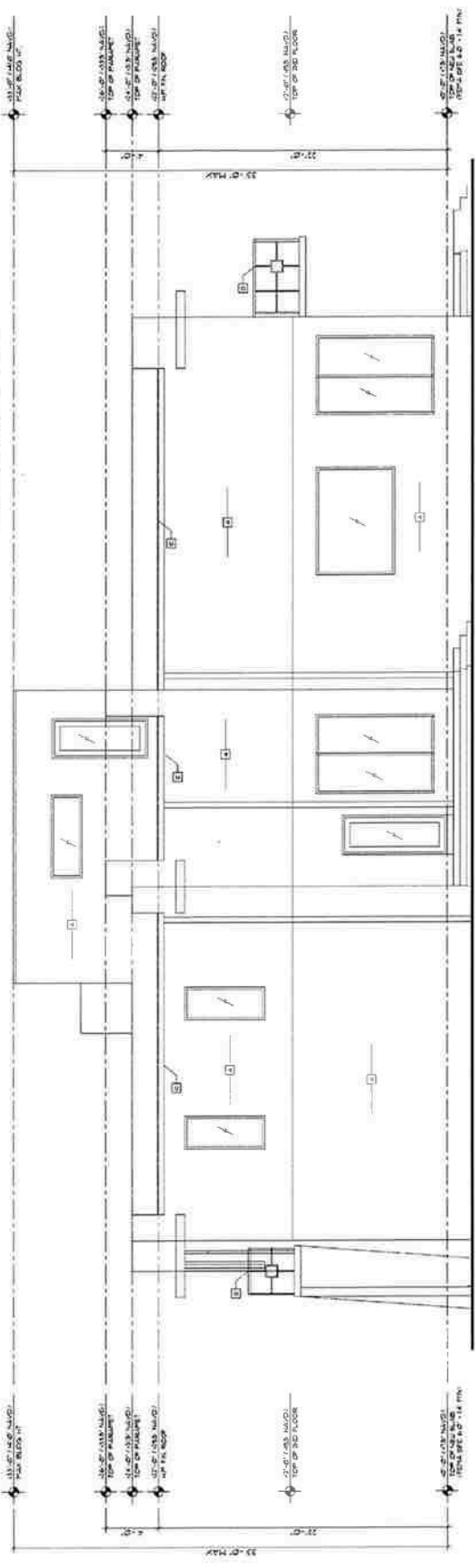
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LEFT SIDE / WEST

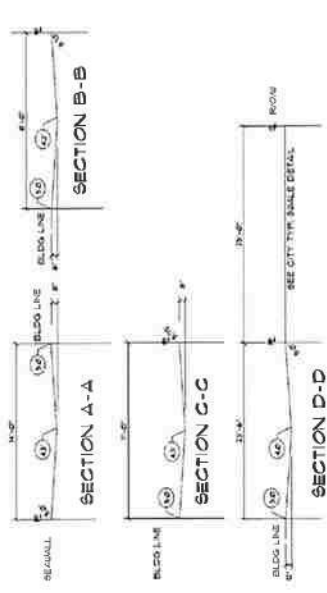
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3. ROOFING (FLASHING)	BLACK
4. ROOFING (DOWNSPOUTS)	BLACK
5. ROOFING (GUTTERS)	BLACK
6. ROOFING (DOWNSPUTS)	BLACK
7. ROOFING (DOWNSPOUTS)	BLACK
8. ROOFING (DOWNSPOUTS)	BLACK
9. ROOFING (DOWNSPOUTS)	BLACK
10. ROOFING (DOWNSPOUTS)	BLACK



REAR / NORTH

EXTERIOR ELEVATIONS

LAKE COURT



Sec. 30-11. - Definitions.

Height. The height of a building or structure is measured from grade to the highest point on a flat roof, or to the median elevation between the peak of a sloped roof and the lowest edge of the sloped roof. In accordance with the Florida Building Code, bulkheads and penthouses used solely to enclose stairways, tanks, elevator machinery or shafts or ventilation or air conditioning apparatus shall not be included in determining building height; all other roof structures, including parapet walls, shall not exceed four feet in height above the maximum allowed building height.

Grade.

a. For the purpose of calculating building height or structure, grade level shall mean:

1. The maximum height of buildings that are less than or equal to 33 feet in height shall be measured from whichever of the following three levels is highest:

- i. Above grade, as defined in the Florida Building Code, or
- ii. Above a horizontal plane 18 inches above the crown of the roadway at the highest point adjoining the property on which the building is located, or
- iii. Above the minimum elevation for a habitable, finished floor permitted under applicable Federal or Florida State regulations.

2. The maximum height of buildings that are greater than 33 feet in height shall be measured from whichever of the following two levels is highest:

- i. Above grade, as defined in the Florida Building Code, or
- ii. Above a horizontal plane 18 inches above the crown of the roadway at the highest point adjoining the property on which the building is located.

b. For the purpose of calculating the height of fences and privacy walls, grade shall mean the actual elevation of the ground adjacent to the exterior face of such fence or privacy wall.

(x) *Rooftop passive recreation.* The rooftop of a building located in the RM-25 district, or in the B-1 or B-1A district, may be used for passive recreation subject to the following.

(1) *Definitions.* For purposes of this section, the following definitions will apply:

- a. "Balcony" shall mean an unenclosed area that may or may not be covered in whole or in part by a roof, and that is directly accessible from, and an extension of the habitable space that is at least 100 square feet in floor area on the same floor level and is for the private use of that living area.
- b. "Passive recreation" shall mean activities such as walking, sitting, swimming, eating and scenic observation that can be carried out with no disruption to the atmosphere or ambiance in the area or impact on adjacent properties. Restaurant seating is not considered passive and is not permitted.
- c. "Rooftop" shall mean the exterior surface on the top of a building. "Rooftop" does not include:
 1. A balcony; or
 2. An enclosed space, as defined by the Florida Building Code, on the top floor of a building.
- d. "Rooftop activity area" shall mean an area of a rooftop that does not exceed 75 percent of the total square footage of the floor area below the rooftop, including balconies which may be used for passive recreation.

(2) *Setbacks.* Rooftop activity areas must be setback a minimum of five feet from the front building façade and five feet from any contiguous private property under separate ownership and shall be demarcated by physical barriers to restrict access to non-designated areas.

(3) *Structures permitted in the rooftop activity area.*

- a. Permanent awnings and canopies.
- b. Outdoor kitchens no larger than 30 square feet.
- c. Hot tubs.
- d. Swimming pools and pool decks-limited only to waterfront hotel uses permitted as a conditional use in the B-1 zoning district.

(4) *Temporary objects and furniture.*

- a. All parapets, railings and code-required safeguards shall remain free from towels or other temporary objects at all times.
- b. All temporary objects or furniture are the responsibility of the property owner and shall be secured or removed from the rooftop when not in use so as to prevent them from being blown from the roof. Temporary objects and furniture shall be removed from the roof any time the building will be unoccupied, whether temporarily or permanently, for more than 14 days.
- c. Upon the issuance of a "Hurricane Warning" or "Hurricane Watch" by the Broward County Office of Emergency Management, the permittee shall forthwith remove and place indoors all tables, chairs, planters, umbrellas and other temporary objects or furniture located on the rooftop.

or repairs or as otherwise regulated pursuant to a conditional use approval for a waterfront hotel use.

(6) *Zoning district limitations.* In addition to the requirements above, rooftop activities are only permitted in the following districts, subject to the specific requirements below:

a. RM-25 zoning district.

1. Commercial rooftop activities. The use of rooftops for restaurants and hotel bars are prohibited.

b. B-1 and B-1A zoning districts.

1. Commercial rooftop activities. The use of rooftops by commercial or business uses is prohibited, except for waterfront hotel uses permitted as a conditional use in the B-1 zoning district.

2. Mixed use rooftop activities. Rooftop activities in mixed use properties are permitted solely by the residential occupants for passive recreation.

c. All other zoning districts. Rooftop activity areas and the passive or active recreational use of a rooftop or the roof of a structure is prohibited.

Ord. No. 316, § 1, 1-9-1990; Ord. No. 326, § 1, 6-25-1991, Ord. No. 374, § 1, 3-7-1996; Ord. No. 402, § 2, 6-9-1998; Ord. No. 431, § 2, 1-25-2000; Ord. No. 485, § 2, 4-9-2002; Ord. No. 495, § 1, 12-10-2002; Ord. No. 500, § 2, 10-8-2002; Ord. No. 501, §§ 2, 3, 10-8-2002; Ord. No. 03-506, § 2, 2-11-2003; Ord. No. 03-508, § 2, 3-25-2003; Ord. No. 03-512, § 2, 4-22-2003; Ord. No. 03-515, § 2, 7-22-2003; Ord. No. 2005-06, § 2, 2-22-2005; Ord. No. 2005-10, § 2, 6-14-2005; Ord. No. 2007-14, § 2(Exh. A), 9-25-2007; Ord. No. 2008-03, § 1, 3-25-2008; Ord. No. 2009-10, § 7, 7-28-2009; Ord. No. 2009-35, § 2, 8-25-2010; Ord. No. 2011-02, § 2, 3-22-2011; Ord. No. 2010-16, § 2, 5-24-2011; Ord. No. 2011-03, § 2, 4-27-2011; Ord. No. 2011-06, § 2, 4-27-2011; Ord. No. 2012-11, § 2, 8-21-2012; Ord. No. 2012-15, § 3, 10-9-2012; Ord. No. 2012-16, § 2, 11-13-2012; Ord. No. 2013-03, § 2, 3-12-2013; Ord. No. 2014-13, § 2, 10-28-2014; Ord. No. 2015-09, § 4, 9-8-2015; Ord. No. 2017-03, § 4, 3-28-2017; Ord. No. 2017-12, § 2(Exh. A), 11-14-2017; Ord. No. 2018-24, § 3, 9-12-2018; Ord. No. 2018-27, § 2, 10-23-2018; Ord. No. 2019-05, § 2, 8-27-2019; Ord. No. 2019-07, § 3, 9-12-2019; Ord. No. 2020-08, § 4, 10-13-2020; Ord. No. 2020-09, § 2, 11-10-2020; Ord. No. 2022-08, § 2, 10-25-2022)

Editor's note— Ord. No. 2013-03, § 2, adopted March 12, 2013, set out provisions intending to amend subsection 30-313(26). To preserve the existing style of subsection numbering, and at the editor's discretion, these provisions have been included as amending subsection 30-313(m).

ARTHUR J. MARCUS ARCHITECT P.A.

1800 NORTH ANDREWS AVENUE #7F * FORT LAUDERDALE, FLORIDA 33311 * t:305-467-6141

email: arthur.marcus444@att.net * web: www.arthurmarcus.art

AA #26000962

September 10, 2025

Jhanelle Campbell, Development Services Director
 Town of Lauderdale-by-the-Sea
 4501 North Ocean Drive
 Lauderdale-by-the-Sea, FL 33308

Re: 231 Lake Court
 ARCHITECTURAL REVIEW #4

The Applicant is proposing to renovate and provide additions to an existing 5-unit multi-family building to transform it into a 4-unit multi-family building and to obtain all approvals required by the Town of Lauderdale-By-The-Sea. The Town of Lauderdale-by-the-Sea Code of Ordinances includes Section 30 - 51: the Architectural Design Standards (ADS);

Note: Italic font indicates excerpts from LBTS / ADS.

(a) Purpose and intent. The purpose of this section and the Town's Architectural Design Standards (sometimes referred to as the "Town ADS") is to encourage the local adaptation of the Mid-Century Modern architectural style as the preferred architectural style of the Town, in that such architectural style is compatible with the essential character of the Town, supportive of efficient development, is architecturally and visually appealing, and fosters a sense of place in the preservation of the architectural and design characteristics of the Town's existing built environment.

These Architectural Plans have been submitted for compliance with the architectural standards and architectural review requirements provided by this section and the Town ADS. A separate Site Plan Preliminary Review dated 7.08.25 has also been conducted by Linda Strutt Consulting, Inc.

(3)(a) - The primary purpose of the Architectural Design Review shall be to determine whether or not the plans submitted comply with the architectural design features and materials typical of the Mid-Century Modern architectural style. with the relevant architectural style.

The Town shall determine whether the plans submitted substantially conform to the provisions of this section and the Town ADS in preserving the traditional aesthetic treatment of the community, and shall include such findings as part of the documentation required for development review and approval.

231 LAKE COURT / LBTS
September 10, 2025

Comments and questions regarding this 4th Architectural Review of the revised drawings are as follows:

RAILINGS

The Applicant has revised the railing design along the two stairs to match the same pattern as on the horizontal balconies. This design is representative of the Mid Century style. The railings are also indicated to be painted white which is acceptable.

The cover sheet has been updated to reflect the latest design.

This proposed project is Approved.

Good Luck with the renovations.

Please respond directly to Jhanelle Campbell at LBTS with any questions and/or concerns.

Yours truly,



Arthur J. Marcus
Arthur J. Marcus Architect P.A.



Mark Thomas Budd, Architect

231 Apartment Building- Additions & Remodeling

231 LAKE COURT, LAUDERDALE BY THE SEA, FL 33308
CITIZEN PARTICIPATION MEETING - OCT. 6, 2025

Citizen Participation Meeting Summary – Oct. 6, 2025
10-6-2025

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Project Summary

This project consists of converting an existing four-unit, two story Apartment Building into a 3-unit two-story Apartment Building with a two-car Garage and Penthouse additions proposed.

One three-bedroom unit with a Penthouse & Rooftop Terrace along with two one-bedroom units are proposed.

The ground level two-car Garage addition shall be located in the existing driveway area, while the existing two-car garage shall be converted into a one-bedroom apartment.

Site improvements beyond the existing footprint of the existing building consists of the new two-car Garage Addition along with a re-configured surface parking space. The existing swimming pool and deck are to remain.

This project is subject to the Architectural Review process has been designed in the Mid-Century Modern Architectural style.

Citizen Participation Meeting

The Citizen Participation Meeting was held on Monday, Oct. 6th 2025, 6:30 pm at the Jarvis Hall located on 4505 N. Ocean Drive, Lauderdale by the Sea, Florida 33308.

To the meeting assisted the parties interested in how the development could impact the neighborhood.

Attendees List

There was one member of the community that attended the Citizen Participation Meeting.

Mr. Peter Sampo 4300 E. Tradewinds Avenue 305-798-2633

Community Member Comments

Mr. Sampo is a resident directly across the canal to the west.

1. Two concerns were stated:
 - a. How long would construction take?
 - b. Is the Owner of the property going to live on the premises?

Applicant Response:

- a. Construction to start immediately upon issuance of a permit.
- b. Owner intends to live on the property.

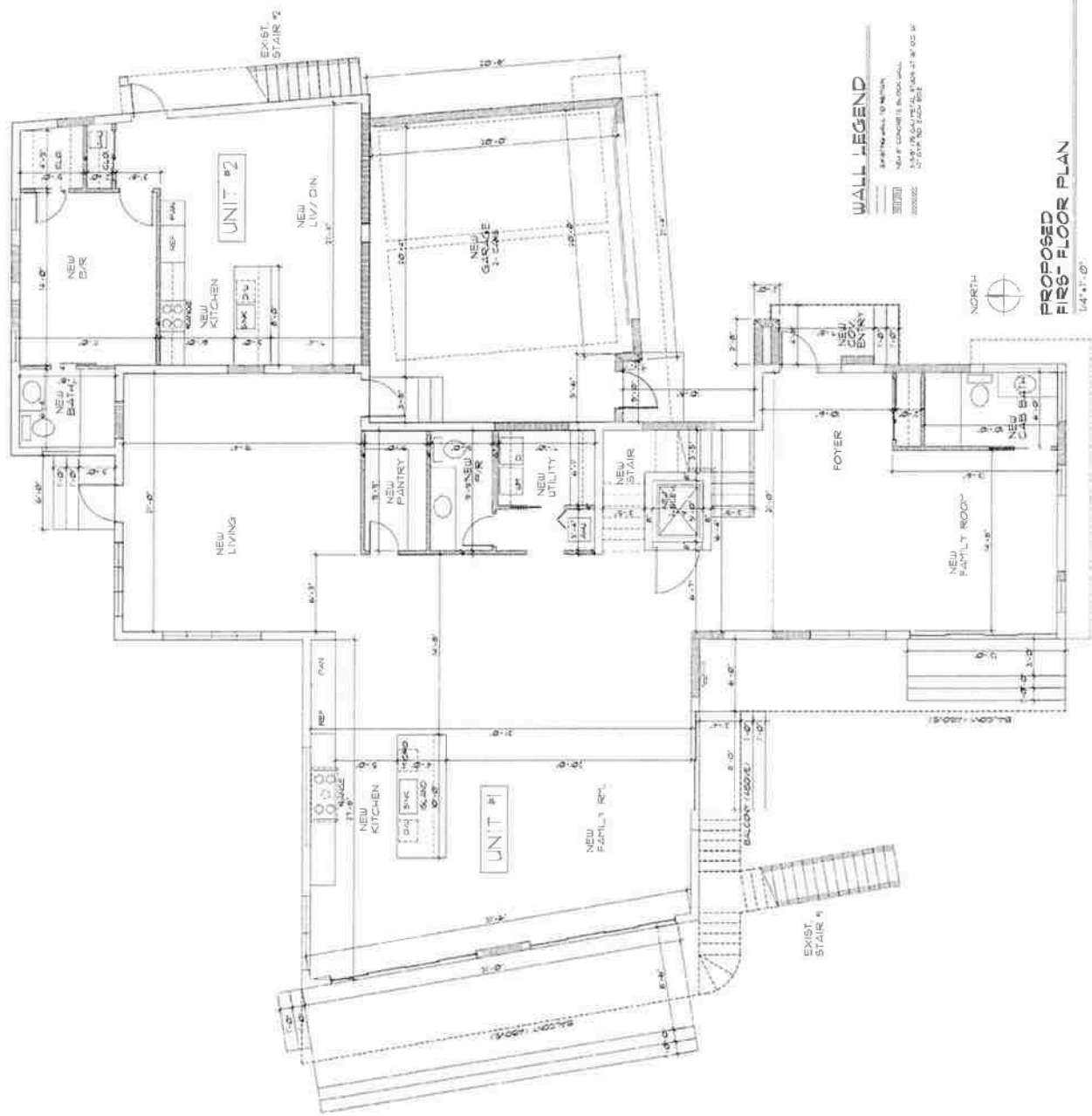
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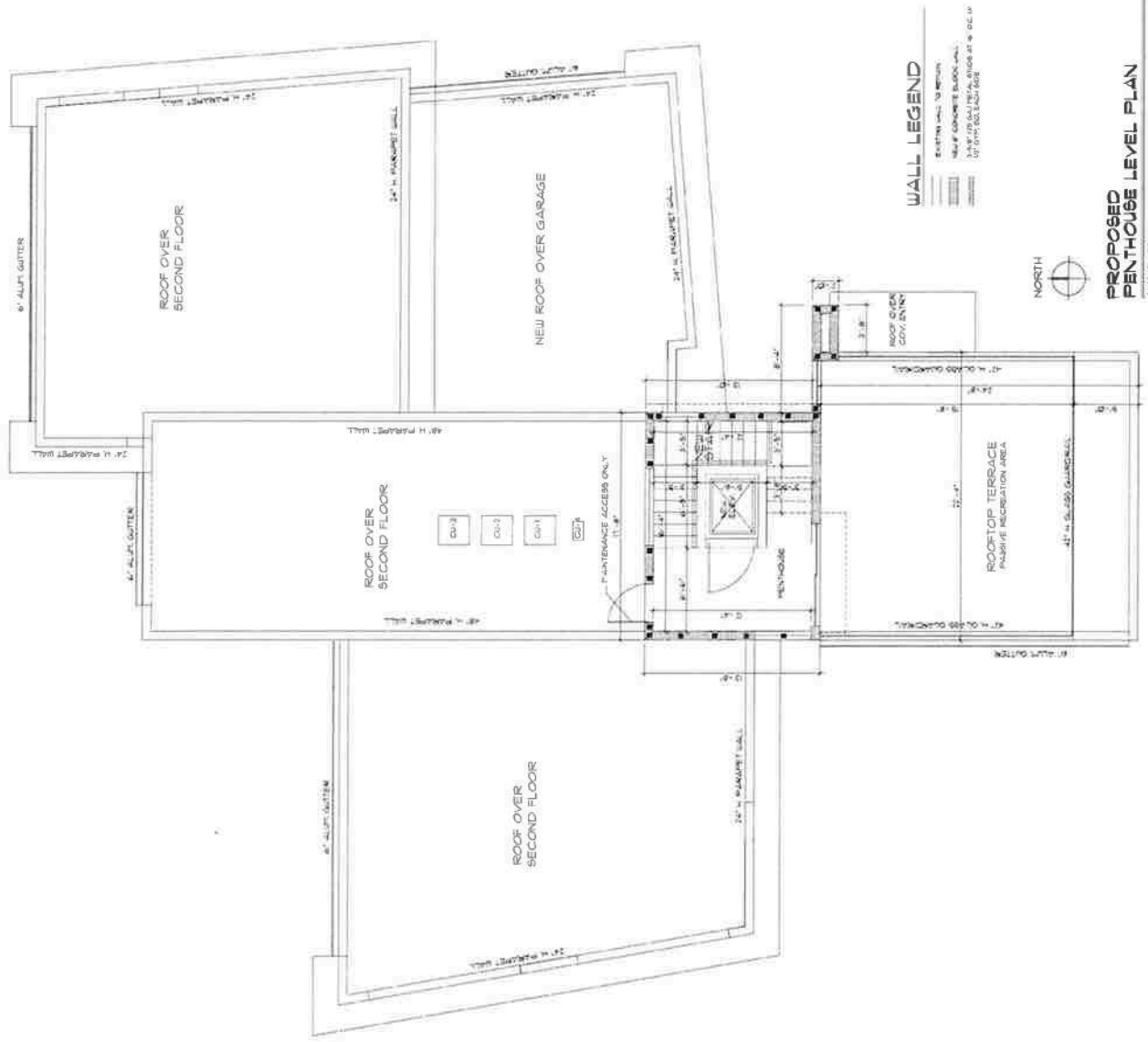


LAUDERDALE
BY THE SEA
BEACH CITY FL 33404

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APPENDIX



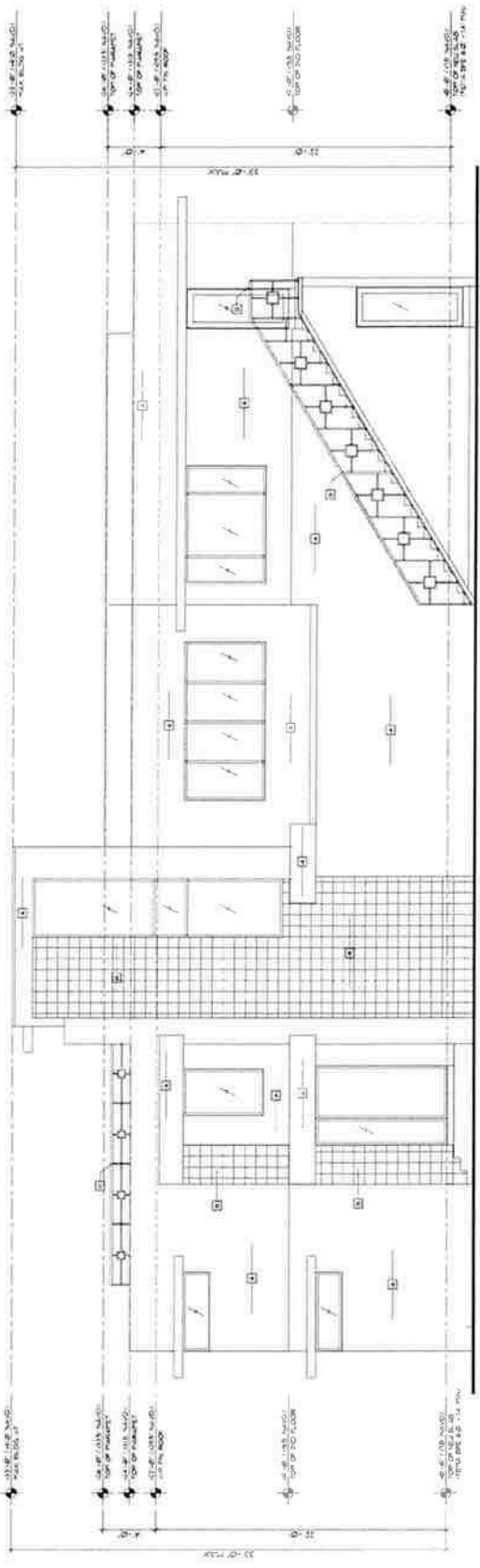




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PROJECT
GEORGE RESIDENCE ADDITION
231 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA

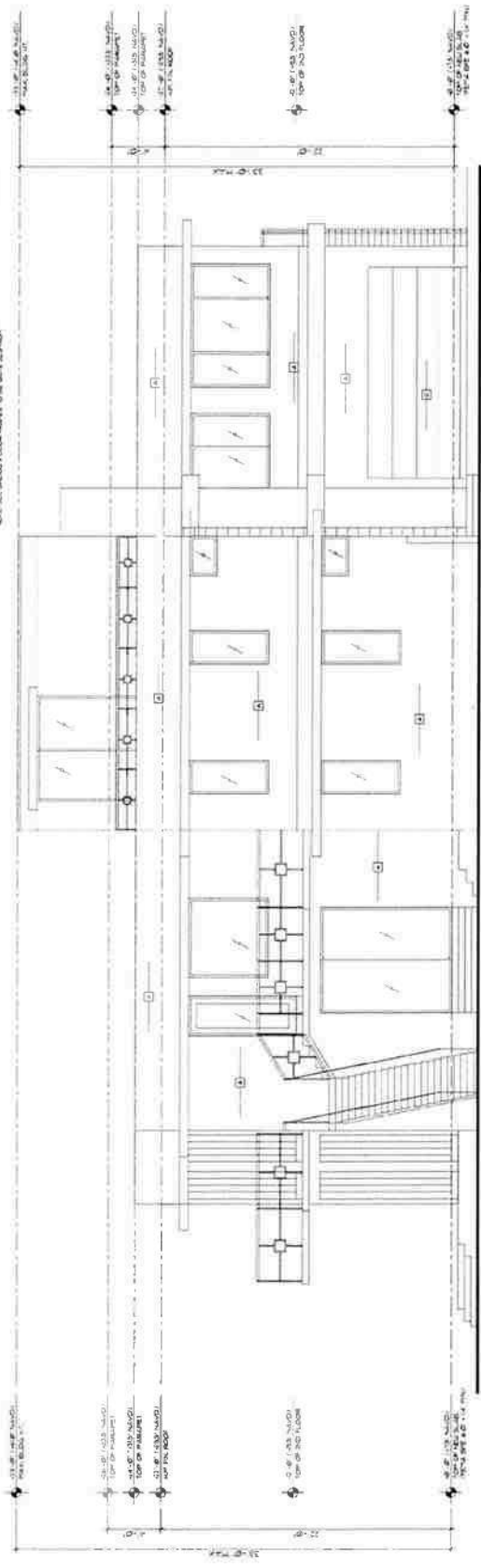
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BY: M.T.B.
REVISIONS:
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MATERIALS & COLOR SCHEDULE

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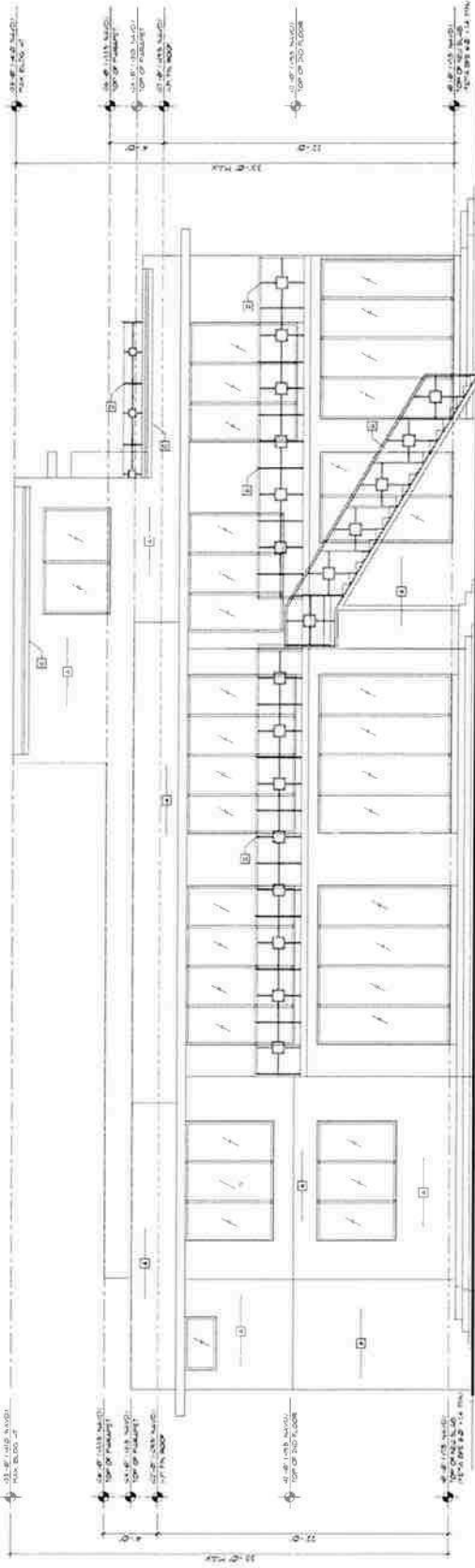


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PROJECT:
GEORGE RESIDENCE ADDITION
121 LAKE COURT
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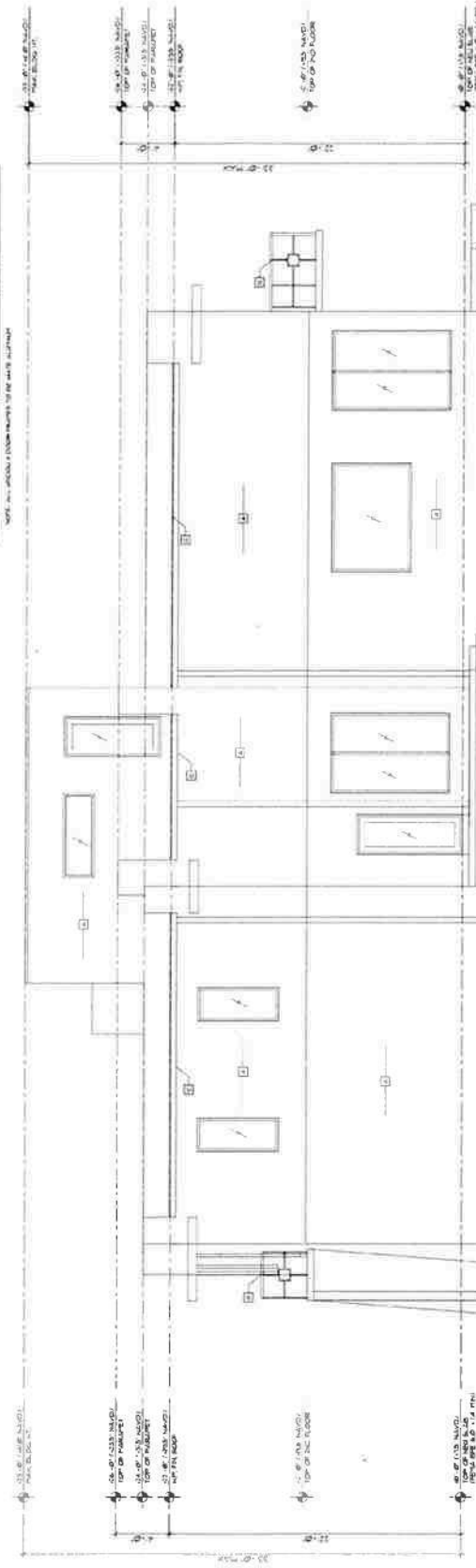


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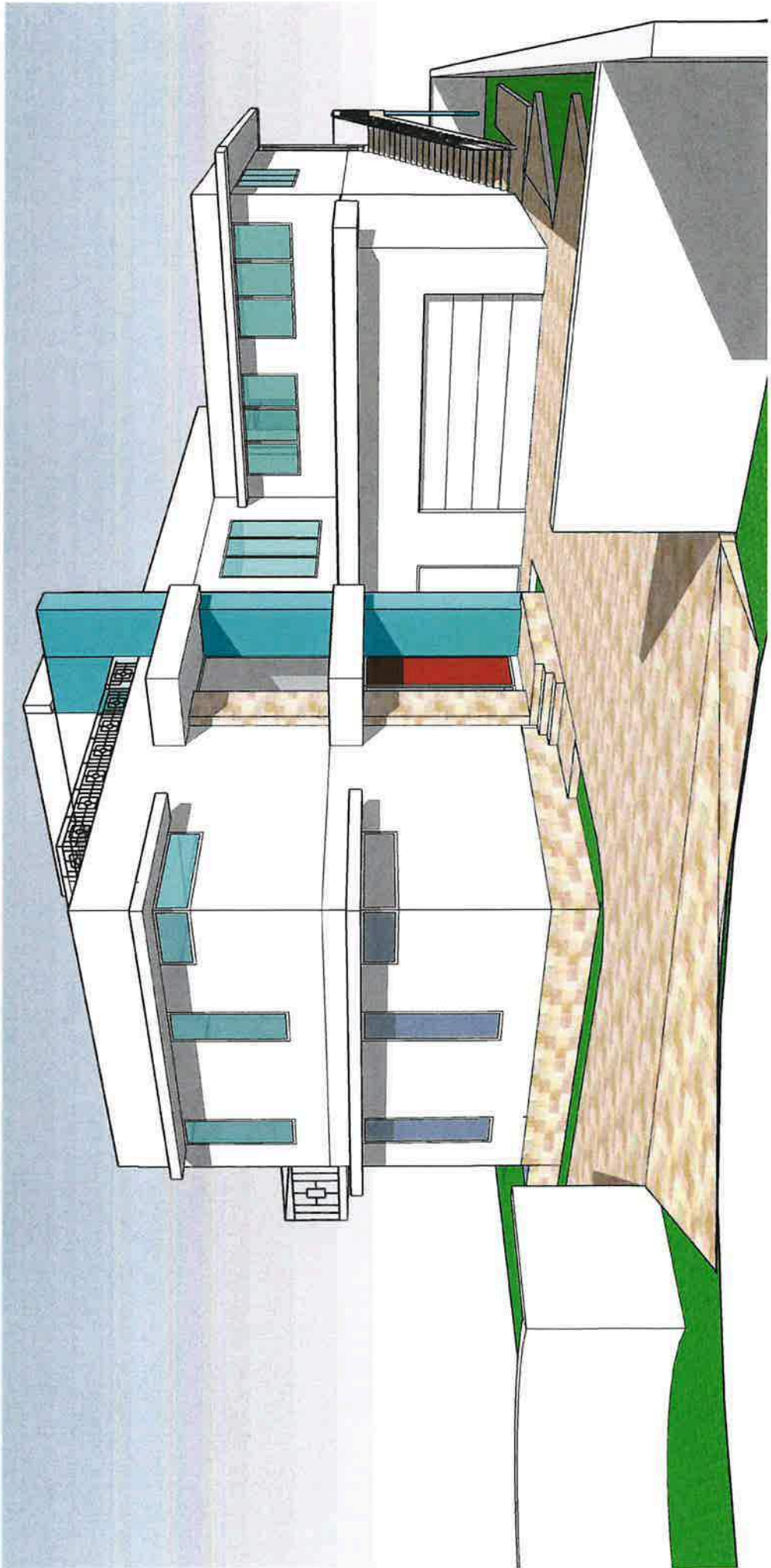
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MATERIALS / COLOR SCHEDULE			
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48	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
49	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
50	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
51	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
52	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
53	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
54	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
55	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
56	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
57	WOOD PAINTED FLOOR	WALNUT	SWAINSON WHITE
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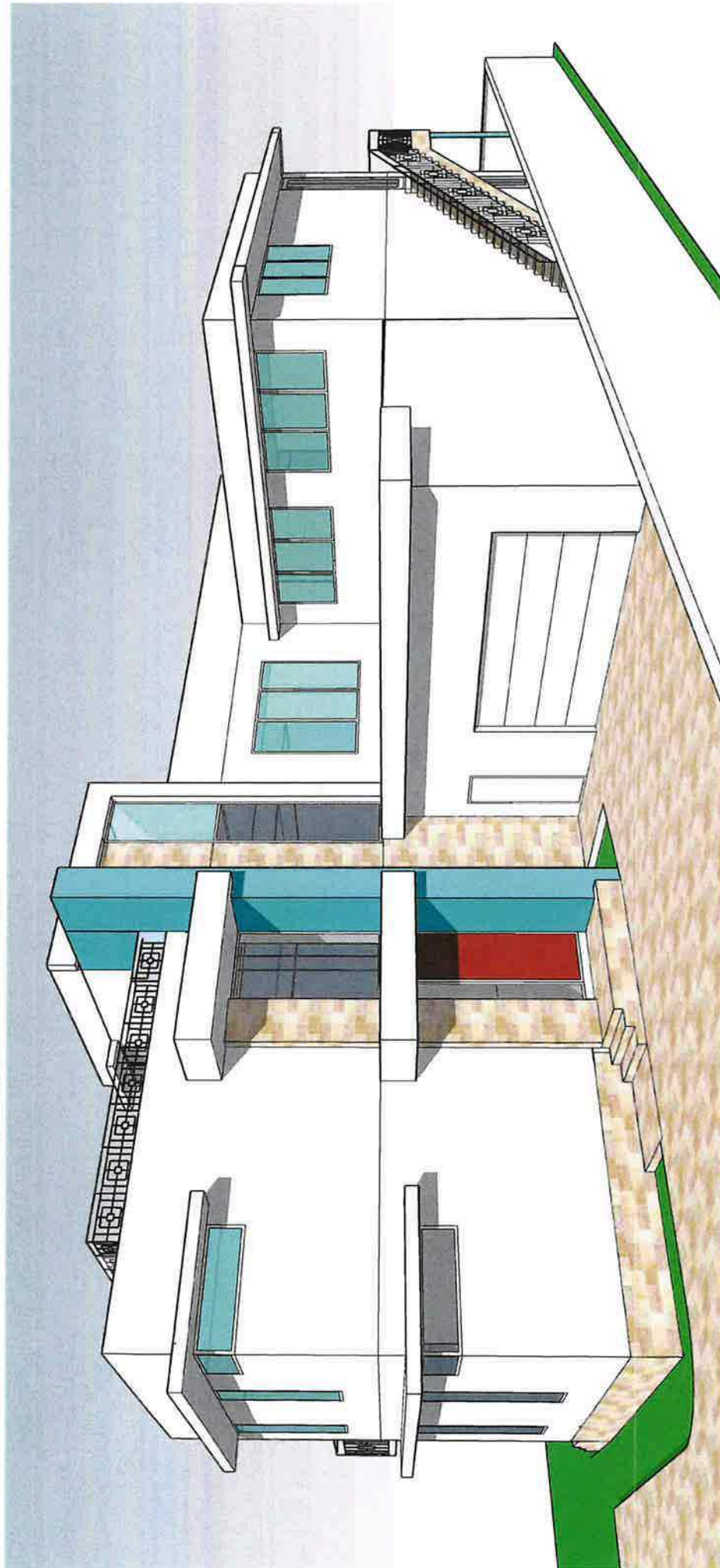


REAR / NORTH

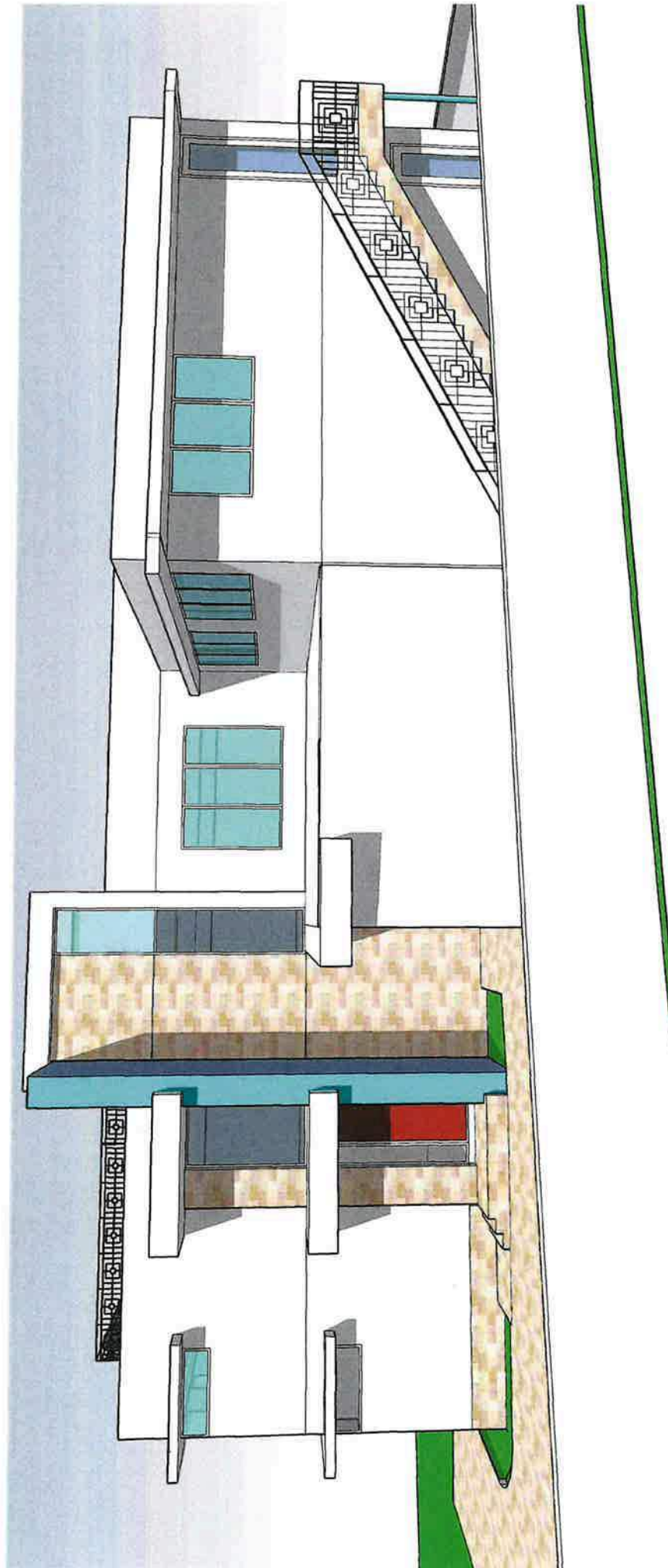
EXTERIOR ELEVATIONS
1/4" = 1'-0"



FRONT / SOUTH VIEW



SE CORNER VIEW



EAST VIEW



**LEVEL 2 SITE PLAN MODIFICATION DEVELOPMENT ORDER
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Development Order 2025-LVL2-SPM-03**

PROJECT NAME: 231 Lake Court

ADDRESS OF PROPERTY: 231 Lake Court

FOLIO #: 494318050460

PROPERTY OWNER: 231 Lake Court Group LLC

APPLICANT: Michael A. George

APPLICANT ADDRESS: 267 Bombay Ave, Lauderdale-By-The-Sea, FL 33308

REQUEST: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balcony of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town’s zoning and land use requirements for property located at 231 Lake Court (the “Property”).

SECTION 1. FINDINGS. THIS MATTER came before the TOWN Commission of the TOWN of LAUDERDALE-BY-THE-SEA, Florida, on November 18, 2025, following due public notice. The TOWN Commission having considered the public testimony, evidence in the record, the testimony of

the Applicant, and the recommendation of the TOWN Planning and Zoning Board and TOWN Staff, finds that the application, as conditioned herein, is in compliance with the applicable standards and minimum requirements of Chapter 30 of the Town Code.

SECTION 2. APPROVAL. The request to approve a Site Plan is hereby approved as shown on the Site Plan submitted by the Applicant, attached as **Exhibit 1**, except as modifications may be required by this approval or the Building Official.

SECTION 3. CONDITIONS. The APPROVAL granted herein is subject to the following conditions:

1. Prior to issuance of a building permit, the Applicant shall obtain a tree removal and/or relocation permit from Broward County for any proposed removal, relocation, or impact to existing trees. In addition, no changes to existing landscaping materials or layout shall occur without first submitting a revised landscape plan to the Town for review and approval in accordance with Chapter 30 of the Town Code. All approved landscaping shall be maintained in a healthy condition at all times.
2. The Applicant shall provide written verification from the Town's solid waste vendor confirming acceptance of a proposed trash management plan, including location and method of service, prior to issuance of any Building Permits. No permits shall be issued until proof of an acceptable trash plan is submitted to and approved by the Town.
3. No signs or fences are approved as part of this Development Order. Any proposed signage or fencing shall require submittal and approval under a separate permit application.
4. Roof drainage shall not be connected to the seawall or discharged through any new outfall into the adjacent waterway. The Applicant shall revise drainage calculations to include the building area within the impervious surface calculations and update swale area documentation accordingly to demonstrate compliance.
5. Although the existing driveway is noted as remaining, any modification, replacement, or reconstruction of the driveway shall be required to comply with the Town's current specifications for swale restoration, driveway setback, and maximum allowable driveway width and design standards prior to permit approval.
6. The Applicant shall secure a building permit for the project within six (6) months of the date of the development order approval.
7. The construction shall be in accordance with submitted plans (**Exhibit 1**). Such plans are subject to revisions based on any necessary changes that may be required for issuance of a building permit pursuant to the Florida Building Code.
8. The approved site plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for the issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.

9. Prior to the issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes, or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

SECTION 4. VIOLATION OF CONDITIONS. Failure to adhere to the terms and conditions of this Development Order shall be considered a violation of the Town Code and persons found violating the conditions shall be subject to the penalties prescribed by the Town Code, including but not limited to, the revocation of any of the approval(s) granted in this Development Order. The Applicant understands and acknowledges that it must comply with all other applicable requirements of the Town Code before it may commence construction or operation, and that the foregoing approval in this Development Order may be revoked by the Town at any time upon a determination that the Applicant is in non-compliance with the Town Code or the conditions of this Approval.

SECTION 5. APPEAL. In accordance with Section 30-140(d)(11) of the Town Code, the Applicant, or any aggrieved property owner in the area, may appeal the decision of the Town Commission in the Circuit Court of Broward County, Florida, in accordance with the Florida Rules of Appellate Procedure.

SECTION 6. EFFECTIVE DATE. This Development Order shall become effective upon Approval by the Commission.

APPROVED this ____ day of _____, 2025.

MAYOR EDMUND MALKOON

ATTEST:

Courtney Easley, Acting Town Clerk

Approved as to form:

Susan L. Trevarthen, Town Attorney

https://lauderdalebythesea-my.sharepoint.com/personal/jhanellec_lauderdalebythesea-fl_gov/Documents/Desktop/Exhibit 6- 231 Lake Court Site Plan Modification Development Order.docx



Planning and Zoning Board Agenda Item Report

Meeting Date: November 5, 2025

Submitted By: Jhanelle Campbell, Development Services Director

Submitting Department: Development Services

Item Type: Presentation

Agenda Section: NEW BUSINESS

Subject Title: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town's zoning and land use requirements for property located at 231 Lake Court.

Explanation:



Image 1- Location of subject property

I. REQUEST

The Applicant requests approval of a Site Plan Level 2 Modification pursuant to Chapter 30, Article IV, Division 2, Section 30-123 of the Town's Code of Ordinances to allow for the renovation and expansion of an existing multifamily structure located on a 0.28-acre parcel at the end of Lake Court. The proposal includes building modifications, interior reconfiguration, and minor site improvements related to parking and access. Pursuant to Town code, the proposed modification includes: (i) combining portions of existing Units 1, 2, and 4 on the ground-floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town's zoning and land use requirements.

II. PROPERTY DESCRIPTION

The subject property is located at the terminus of the Lake Court cul-de-sac and abuts a canal. The site contains an existing multifamily building constructed prior to the adoption of the current zoning code. The property is zoned RM-25 (Residential Multifamily) and is designated Residential High on the Future Land Use Map. The site is developed with four existing dwelling units and associated non-conforming parking areas.

III. PROJECT OVERVIEW

This application has been reviewed as a Site Plan Level 2 Modification based on the revised plan set dated June 27, 2025, and the corresponding site plan modification application (**Exhibit 1- Application and plans**). The project was reviewed by Town Staff, the Town's Planning Consultant and the Town Engineer as part of the review.

IV. ANALYSIS

A. Density and Unit Configuration:

The proposed modifications reduce the total number of dwelling units while slightly increasing the overall building footprint and floor area. The Applicant proposes to consolidate existing Units 1, 2, and 4 into a two-level three-bedroom unit and relocate Unit 2 into the existing garage area. The resulting configuration includes one three-bedroom unit and two one-bedroom units. This represents a decrease in density and maintains compliance with maximum allowable units under the RM-25 zoning designation.

B. Building Modifications and Height:

The Applicant proposes architectural renovations consistent with Mid-Century Modern design elements, along with structural adjustments to meet FEMA minimum elevation requirements. The slab elevation is being raised to meet floodplain regulations, which affects the base point used for height calculations. The site data table indicates an increase of approximately 4'-8" in height. Staff notes that the code allows the highest of three base elevation options (natural grade, 18 inches above road crown, or minimum finished floor elevation) (**Exhibit 2- Height definition**). The building elevation will not exceed 33 feet as outlined in the Town Code.

C. Rooftop Use:

A rooftop terrace is proposed above the new second-floor addition. Based on its design and accessibility, it is considered subject to passive recreational rooftop use regulations. Compliance with limitations on hours of use and any other applicable restrictions will be required and are documented as a condition of the proposed development order (**Exhibit 3- Rooftop regulations**).

D. Non-conformities:

The Applicant proposes to maintain existing legal non-conformities related to structure and site design. Per Town Code, modifications may not increase the degree of any existing nonconformity. Existing conditions that are maintained or improved through this modification will be recognized as legal non-conformities documented in the approved modified site plan.

E. Parking:

Existing parking on the site is non-conforming in both design and quantity. The approved historic site plans (1974 and 1983) show a total of five spaces for four units, one less than required by current code. The proposed reconfiguration will yield one three-bedroom unit and two one-bedroom units, requiring a total of five spaces. A minimum of four spaces is required to be provided to ensure the non-conformity is not worsened.

F. Landscaping:

No landscape plans were provided with the submittal. Although the site data table indicates no change to landscape materials or pervious area, the applicant will be required to obtain all required tree removal permits from Broward County and have landscape changes reviewed by the Town should the landscape be modified in the future.

G. Architectural Review:

Architectural review was conducted as part of the review process and approval was obtained (**Exhibit 4- Architectural Approval**).

H. A citizen participation meeting was held on October 6, 2025. There was only one attendee at the meeting. A copy of the citizen participation summary is attached as **Exhibit 5**.

V. PREVIOUS APPROVALS AND RECOMMENDATIONS

Approved site plans dated 1974 and 1983 are included in the record (**Exhibit 1**). Both prior approvals proposed additions based on a 1956 survey. The proposed modified plan, once approved, will supersede prior versions and serve as the official site plan of record. The proposed development order (**Exhibit 6**), if approved, will include the following conditions:

1. Prior to issuance of a building permit, the Applicant shall obtain a tree removal and/or relocation permit from Broward County for any proposed removal, relocation, or impact to existing trees. In addition, no changes to existing landscaping materials or layout shall occur without first submitting a revised landscape plan to the Town for review and approval in accordance with Chapter 30 of the Town Code. All approved landscaping shall be maintained in a healthy condition at all times.
2. The Applicant shall provide written verification from the Town's solid waste vendor confirming acceptance of a proposed trash management plan, including location and method of service, prior to issuance of any Building Permits. No permits shall be issued until proof of an acceptable trash plan is submitted to and approved by the Town.
3. No signs or fences are approved as part of this Development Order. Any proposed

signage or fencing shall require submittal and approval under a separate permit application.

4. Roof drainage shall not be connected to the seawall or discharged through any new outfall into the adjacent waterway. The Applicant shall revise drainage calculations to include the building area within the impervious surface calculations and update the swale area documentation accordingly to demonstrate compliance.
5. Although the existing driveway is noted as remaining, any modification, replacement, or reconstruction of the driveway shall be required to comply with the Town's current specifications for swale restoration, driveway setback, and maximum allowable driveway width and design standards prior to permit approval.
6. The Applicant shall secure a building permit for the project within six (6) months of the date of the development order approval.
7. The construction shall be in accordance with submitted plans (**Exhibit 1**). Such plans are subject to revisions based on any necessary changes that may be required for issuance of a building permit pursuant to the Florida Building Code.
8. The approved site plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for the issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.
9. Prior to the issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

VII. CONCLUSION

The Site Plan Level 2 Modification request involves reconfiguration of units, architectural improvements, and site changes which meet the Town Code. The application is presented for Planning and Zoning Board consideration and discussion with Staff's recommendation of approval of the project as proposed.

Recommendation: Staff recommends approval of the proposed project.

Exhibits:

1. Exhibit 1 - Application and Plans - 231 Lake Ct
2. Exhibit 2- Height and Grade Definition
3. Exhibit 3 - Rooftop Regulations
4. Exhibit 4 - Architectural Approval - 231 Lake Ct
5. Exhibit 5 - Citizen Participation Summary - 231 Lake Ct
6. Exhibit 6 - 231 Lake Court - Development Order Updated

LAUDERDALE•BY•THE•SEA

SITE PLAN MODIFICATION LEVEL 2

If a Site Plan Modification Level 2 is required, as determined by the Town Manager, the project presents a significant change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties.

If it is found that there would be a change in intensity of use which, in turn, may have a significant impact upon facilities, concurrency, nearby and adjacent properties, the applicant will need to apply for a Site Plan Modification Level 2. In accordance with the Town of Lauderdale-By-The-Sea Unified Land Development Regulations Section 30-123, the following determines the criterion for a Site Plan Modification Level 2:

- Does the modification increase the buildable square footage of the development?
- Does the modification reduce the provided number of parking spaces below the required number of parking spaces?
- Does the modification cause the development to be below the development standards for the zoning district in which it is located or other applicable standards in the Land Development Regulations?
- Does the modification have an adverse effect on adjacent or nearby property or reduce required physical buffers, such as fences, trees, or hedges?
- Does the modification adversely affect the elevation design of the structure or reduce the overall design of the structure below the standards stated in article I, division 2, Architectural Review Requirements?
- Does the modified development meet the concurrency requirements of the Town of Lauderdale-By-The-Sea Comprehensive Plan?
- Does the modification alter the site layout so that the modified site plan does not resemble the approved site plan?

SECTION A: ITEMS FOR SUBMITTAL

Note: With the application, please submit the documents via email or thumb drive.

- Fee for Site Plan Modification Level 2 + Deposit (See Fee Schedule)
- Completed and notarized Universal Development Application
- Proof of Ownership (Deed, Title Work)
- Copy of Development Order originally approved by the Town
- Letter from the applicant that sets forth the requested changes, along with the following:
 - An exhibit showing the portion of the Site Plan which is to be changed in its present condition
 - An exhibit depicting the requested change
- Traffic Study (if required)
- One (1) copy of the plans at 11" x 17" in color (see specifications for site plan in Section E below)
- One (1) Copy of site plan previously approved by the Town (see specifications for site plan below)
- One (1) current survey, signed and sealed
- Two (2) copies of the proposed plans signed, sealed, and bounded at 24" x 36" (see specifications for site plan in Section E below)
- Photos of site and of adjacent properties

NOTE: If a resubmittal is requested, please submit the amended documents, the previous comments received from the Town, and the applicant's response to those comments.

SECTION B: SITE PLAN PROJECT CHARACTERISTICS

Is this a modification to a previously approved site plan? ____ Yes or X No

If yes, please provide the date and application number of the previous approval: _____

Existing Future Land Use Plan Designation: M-H-RES Existing Zoning Classification: _____ RM-25

Existing Use of property (if vacant, state vacant): MULTI FAMILY

Number of units are existing (residential/motel/hotel): 4 res The date last occupied: 1-30-25

Will units be demolished: 1 Number of units to remain: 3

SECTION C: PROPOSED DEVELOPMENT: COMPLETE FOR RESIDENTIAL PROJECTS

UNIT TYPE	NUMBER OF UNITS		PLOT SIZE	DENSITY	
	Existing	Proposed		Existing	Proposed
Single-Family					
Duplex					
Townhouse					
Multi-family	4	3	.28 AC	4/.28	3/.28
Hotel/Motel Unit with kitchen					
Hotel/Motel Unit without kitchen					

SECTION D: PROPOSED DEVELOPMENT: COMPLETE FOR NON-RESIDENTIAL PROJECTS

LAND USE TYPE	GROSS FLOOR AREA		PLOT SIZE	NUMBER OF STORIES
	Existing	Proposed		
Commercial				
Office				
Restaurant				
Medical				
Other Uses				
Accessory Uses				

SECTION E: SPECIFICATIONS FOR SITE PLAN

Note: If the original site plan was not completed to the required specifications, please schedule a meeting with the Development Services Staff. Depending on the request, the following information may be requested:

- Detail Sheet
- Floor Plans
- Building Elevations
- Renderings or perspectives of proposed development
- Landscape Plans
- Parking
- Survey that identifies the following:
 - Distance of structure from property line
 - Distance between structures
 - Property lines
 - Existing setbacks
 - Easements
 - Adjacent Right-of-Way

Need assistance or clarification?

Please contact us at (954)-640-4210 or email Zoning@lbts-fl.gov



In accordance with Section 30.111-30.113 of the Town's Unified Land Development Regulations: Development applications are required to be provided before any development permit is issued. Please refer to the Town's website to obtain a copy of the corresponding Application Checklist and Fee Schedule.

Check appropriate application and block:

Appeal of Administrative Decision

Site Plan

Site Plan Level 1 Modification

X Site Plan Level 2 Modification

Conditional Use _____

Conditional Use _____
Modification _____

Administrative Adjustment _____

Variance _____

Plat _____

Architectural Review

Historic Designation

Certificate of Appropriateness

Zoning Relief

Rezoning

Right-of-Way Vacation

Comprehensive Plan Amendment

Payment in Lieu of Parking

Parking Reduction _____

Other: _____

Project Name: APARTMENT BLDG. ADDITION & RENOV

Folio 494318050460

Folio

Street Address 231 LAKE CT

Legal SILVER SHORES UNIT A, BLK 3, LOT 5 Property Owner's Phone #: 516-946-5103

Name of Property Owner: 231 LAKE COURT GROUP LLC

Address of Property Owner 267 BOMBAY COURT

LAUDERDALE BY THE SEA, FL 33308 Applicant's Phone #: 516-946-5103

Property Owner's Email Address
michaelanthonygeorge1@gmail.com

Name of Applicant: Mark Thomas Budd, Architect
Applicant's Address: 224 Commercial Blvd. #302
Lauderdale by the Sea, FL 33308
Applicant's Email Address: marktbudd@gmail.com

5/28/2020
Universal Application

Name of Agent: Mark Budd

Agent's Email Address: marktbudd@gmail.com Agent's Phone #: 954-798-6570

Agent's Address: 224 Commercial Blvd. #302, Lauderdale by the Sea, FL 33308

Land Use Plan Designation: Med High Res Zoning District: RM-25

Existing Use of the Subject Property: 4 UNIT APT BLDG.

Proposed Use of the Subject Property: 3 UNIT APT. BLDG.

APPROVAL OF WAIVER OF TIME ALLOWED TO REVIEW APPLICATION

I (Applicant/ Property Owner) hereby waive my rights as to the required review time stated in House Bill 7103 as it relates to time limits to review applications for approval of a development permit or development order.

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

DEVELOPMENT APPLICATION SIGNATURE SECTION

Property Owner

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of ~~Florida~~: New York

County: Nassau

SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day 27th of MAY, 20 25.

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/2027

Notary Signature: Tamara S. Snayd

Applicant

Print Name of Property Owner: Michael A. George Date: 5/27/25

Signature of Property Owner: Michael A. George

State of Florida: New York

County: NASSAU



SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this day
27th of May, 20 25

The person signing is ☒ personally known to me or has ☐ produced identification

Print Notary Name: Tamara Snayd My Commission Expires: 4/7/27

Notary Signature: Tamara S. Snayd

TAMARA S. SNAYD
Notary Public State of NY
No. 01SN5075940
Qualified: Nassau County
Expires: April 7, 2027





231 APARTMENT BUILDING
 ADDITIONS & REMODELING

231 LAKE COURT
 LAUDERDALE BY THE SEA, FLORIDA

SITE PLAN - LEVEL 2 SUBMISSION

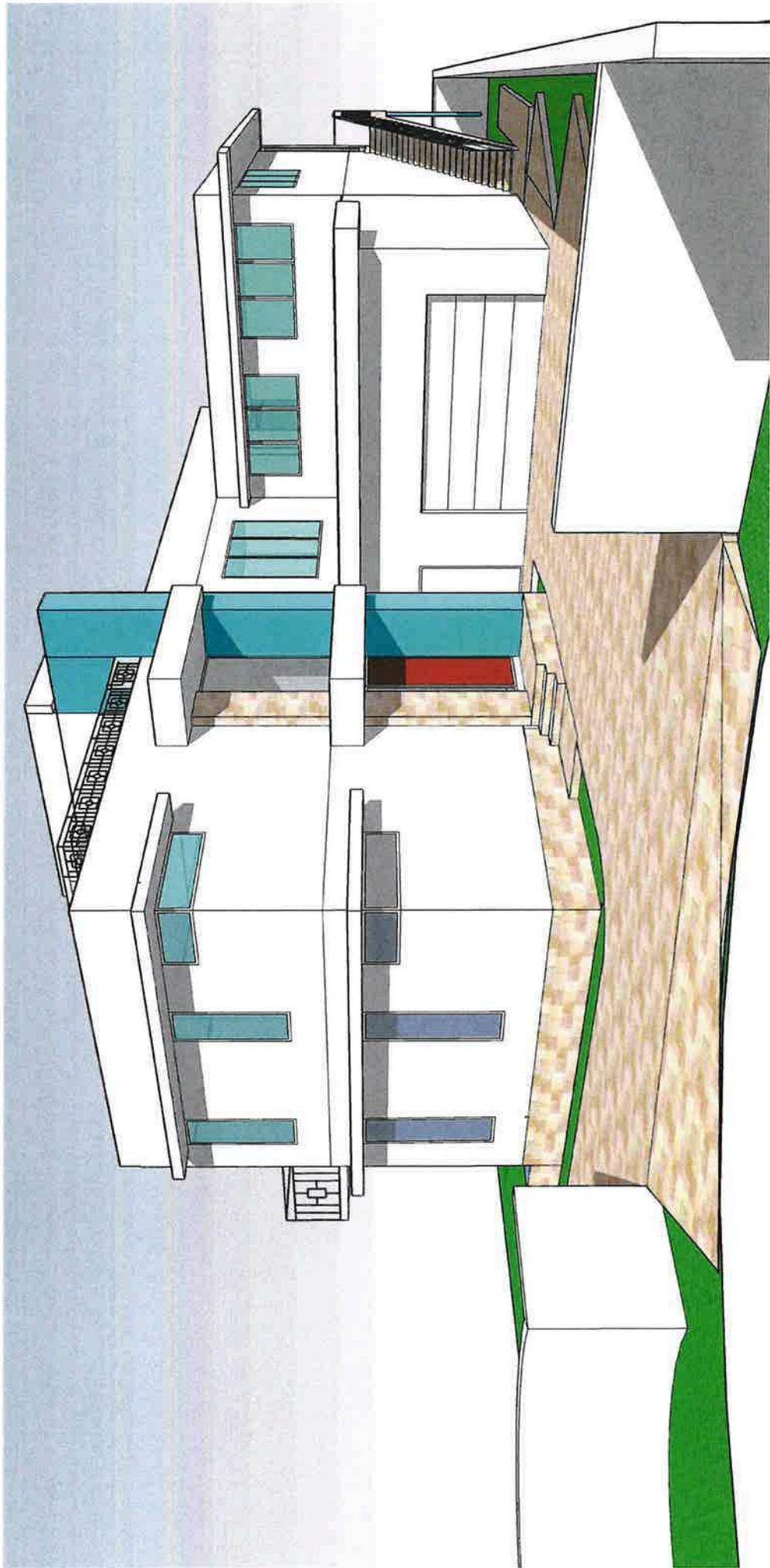


LOCATION MAP

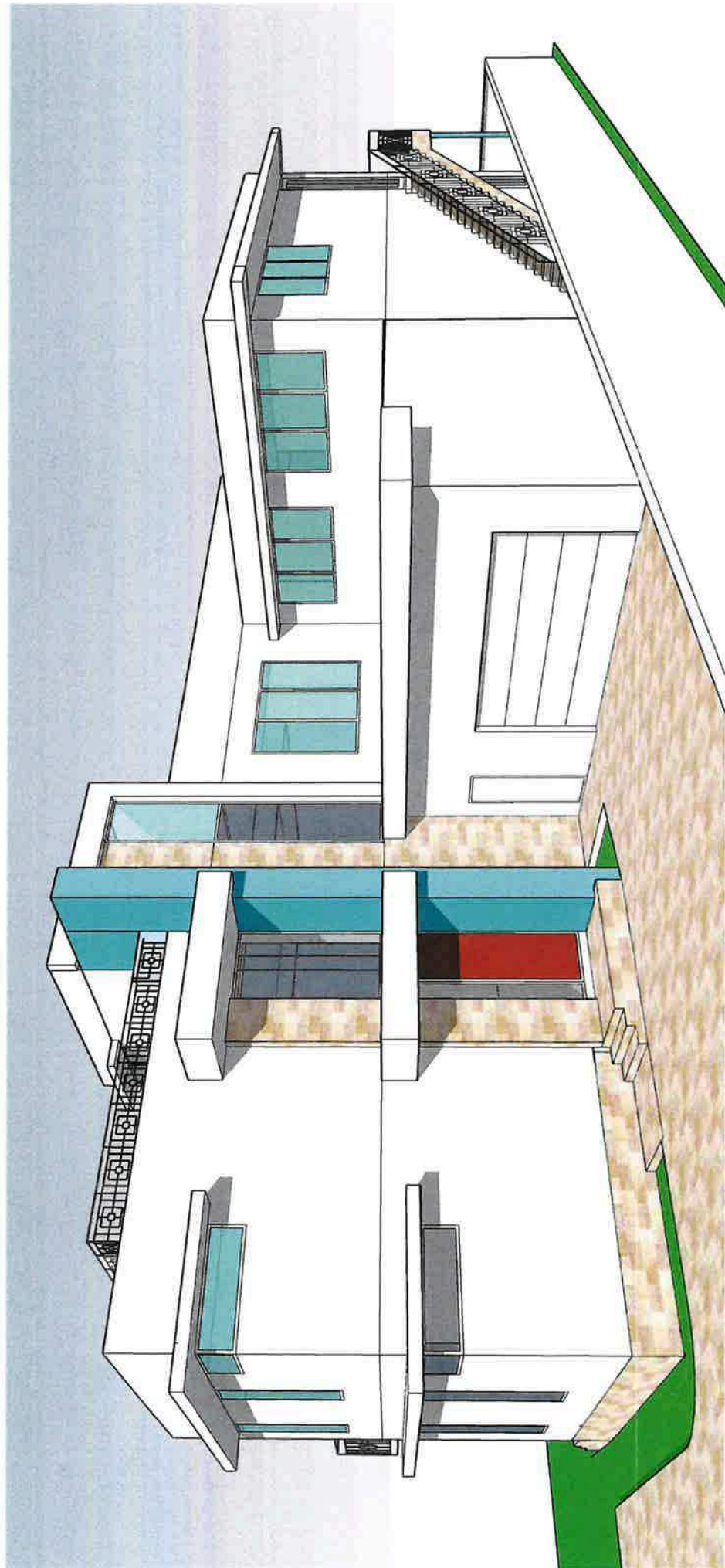
DRAWING INDEX:

CV-1	COVER SHEET
1 OF 1	SURVEY
SP-1874	EXISTING SITE PLAN - 1874
SP-1883	EXISTING SITE PLAN - 1883
PH-1	EXISTING SITE PHOTOS
EX-1	EXISTING FIRST FLOOR PLAN
EX-2	EXISTING SECOND FLOOR PLAN
SP-1	SITE PLAN
A-1	PROPOSED FIRST FLOOR PLAN
A-2	PROPOSED SECOND FLOOR PLAN
A-3	PROPOSED PENTHOUSE / ROOF PLAN
A-4	EXTERIOR ELEVATIONS
A-5	EXTERIOR ELEVATIONS





FRONT / SOUTH VIEW

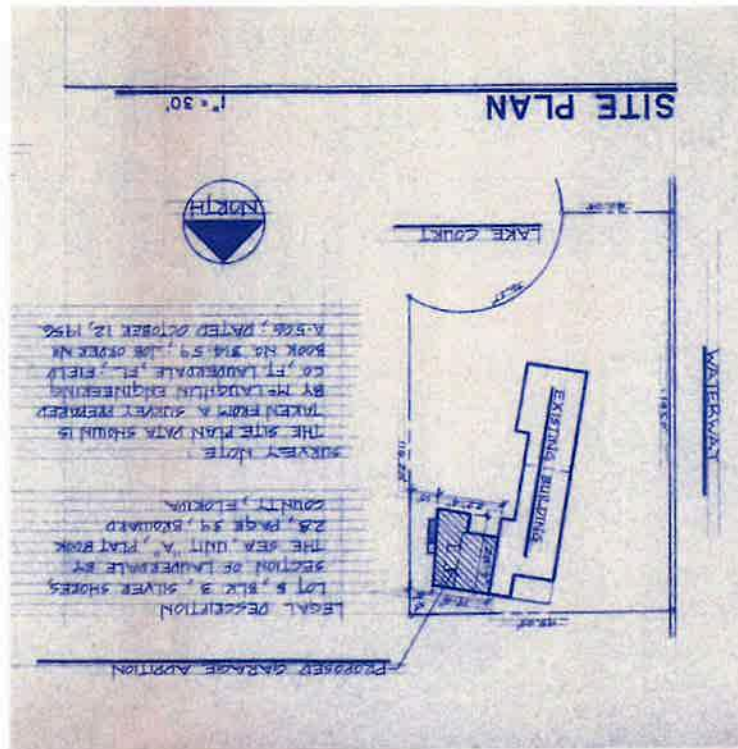


SE CORNER VIEW

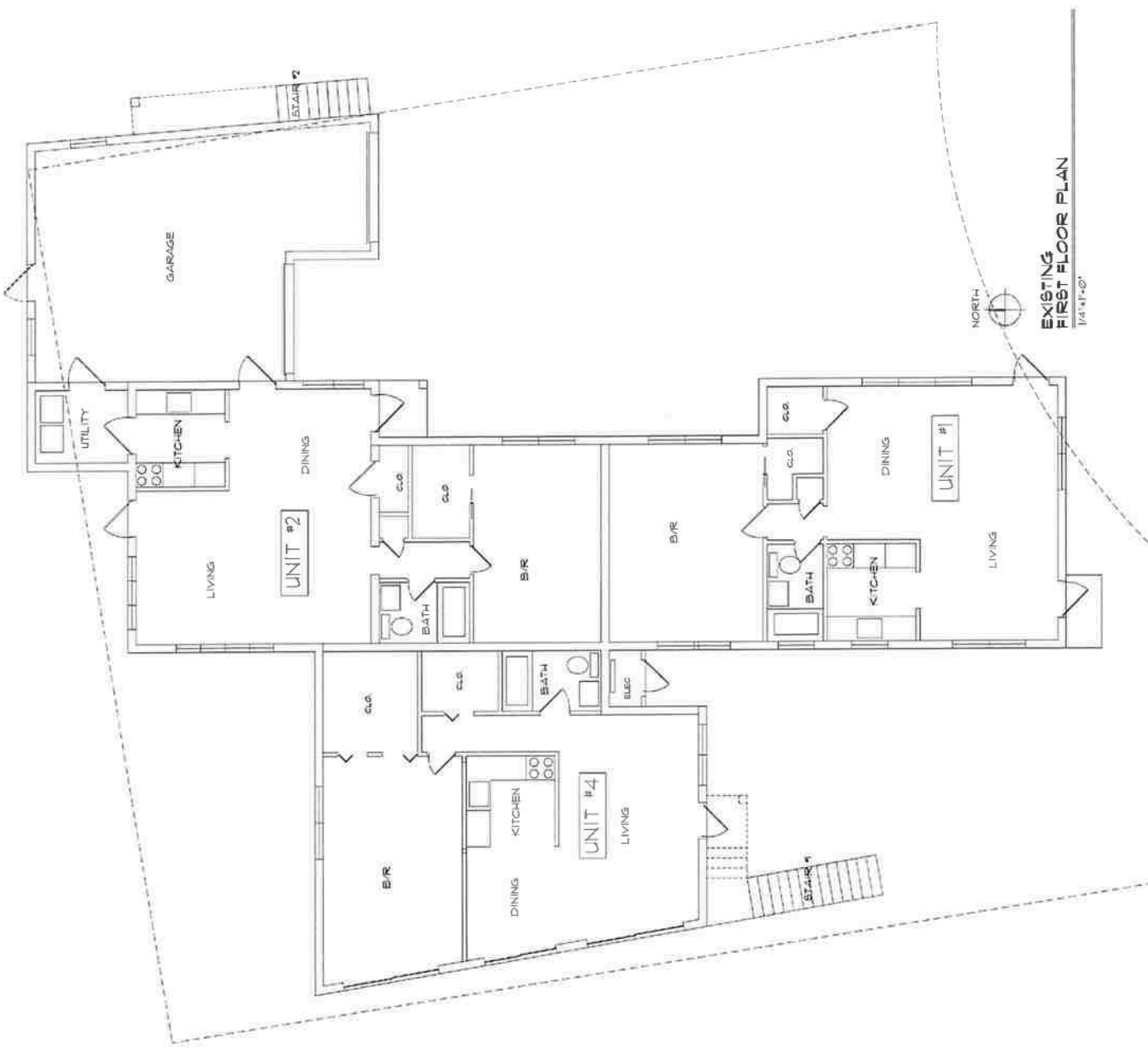


EAST VIEW

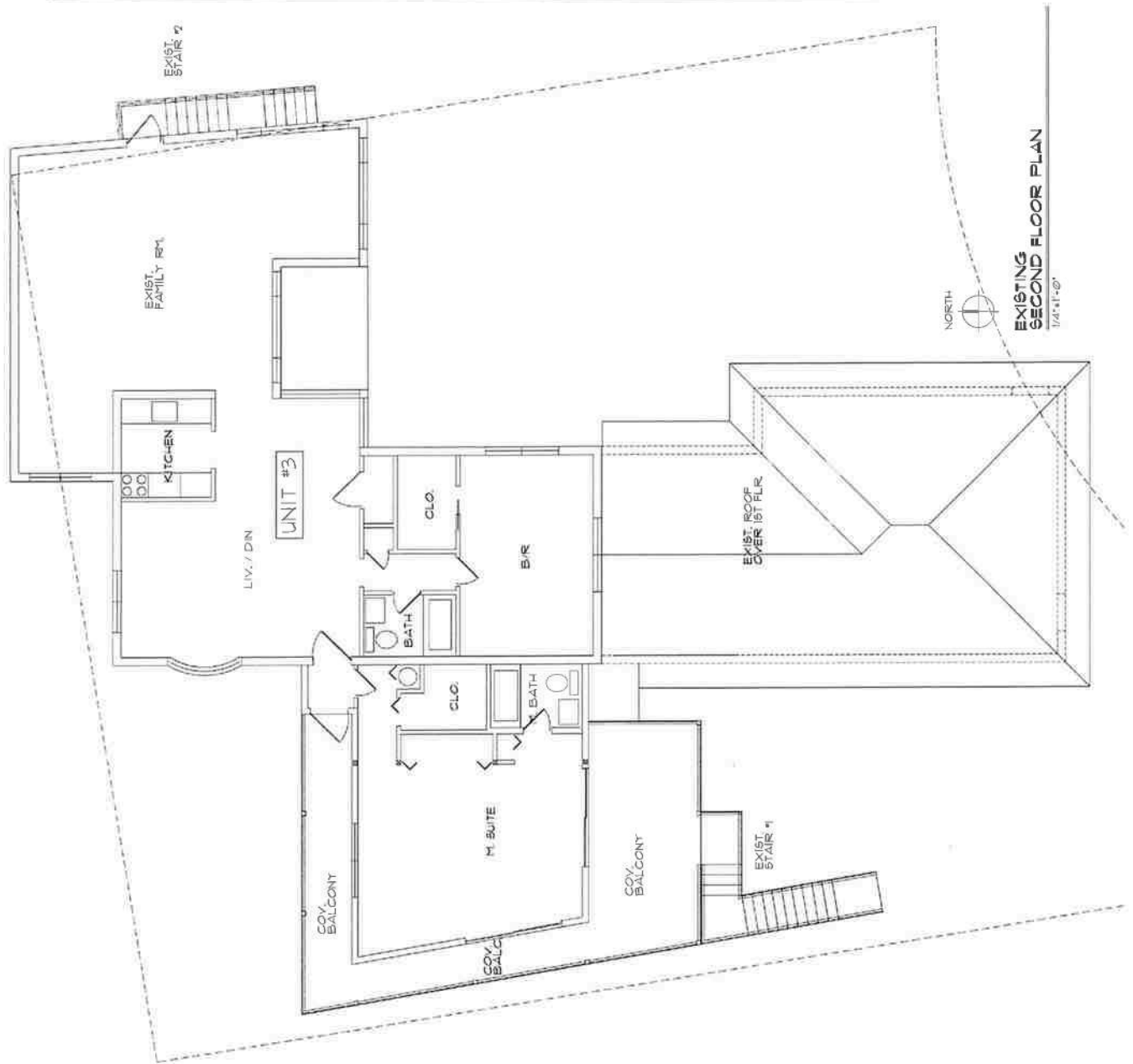
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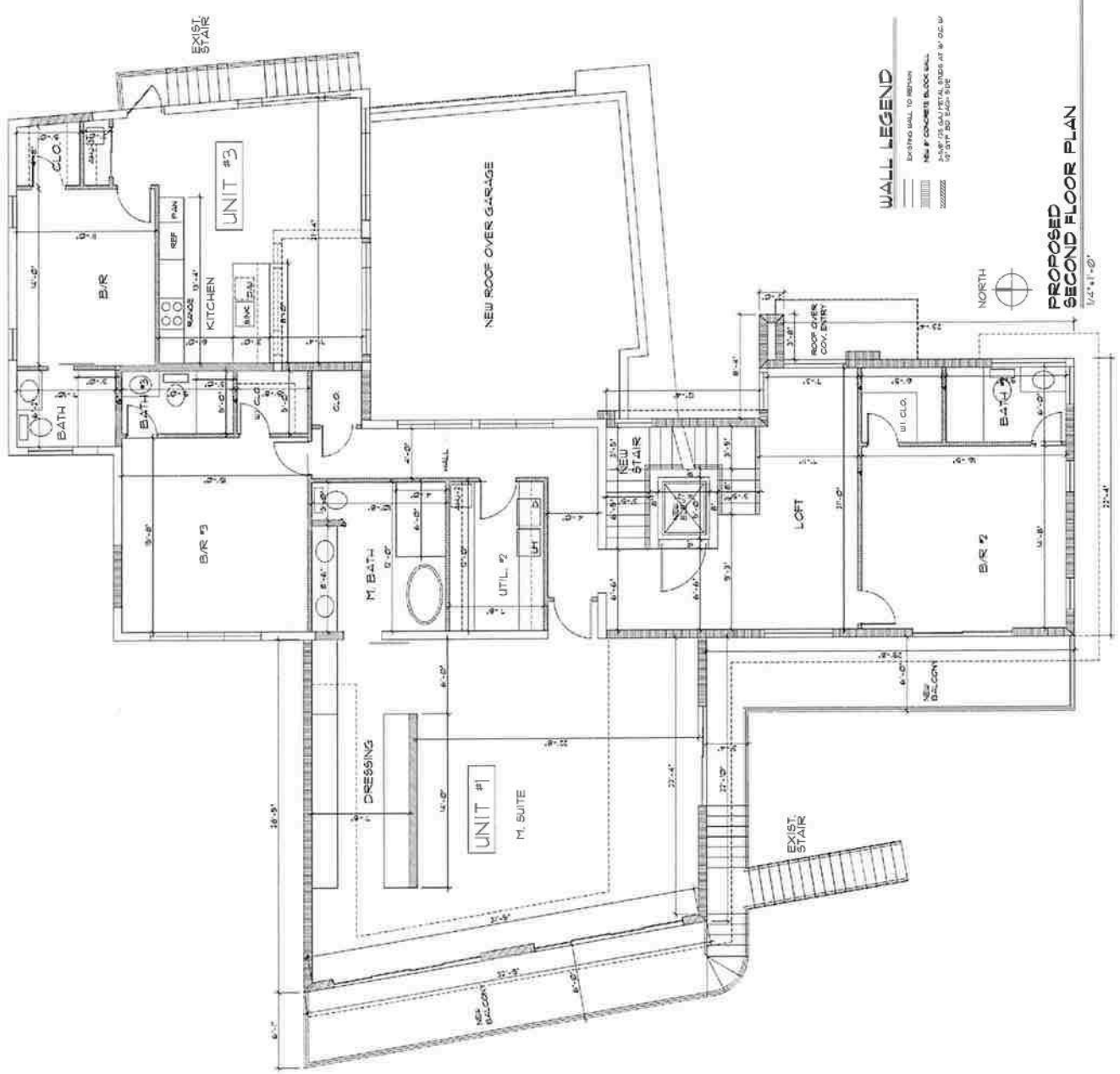
SP-1983



NORTH
 EXISTING
 FIRST FLOOR PLAN
 1/4" = 1'-0"



**PROPOSED
FIRST FLOOR PLAN**







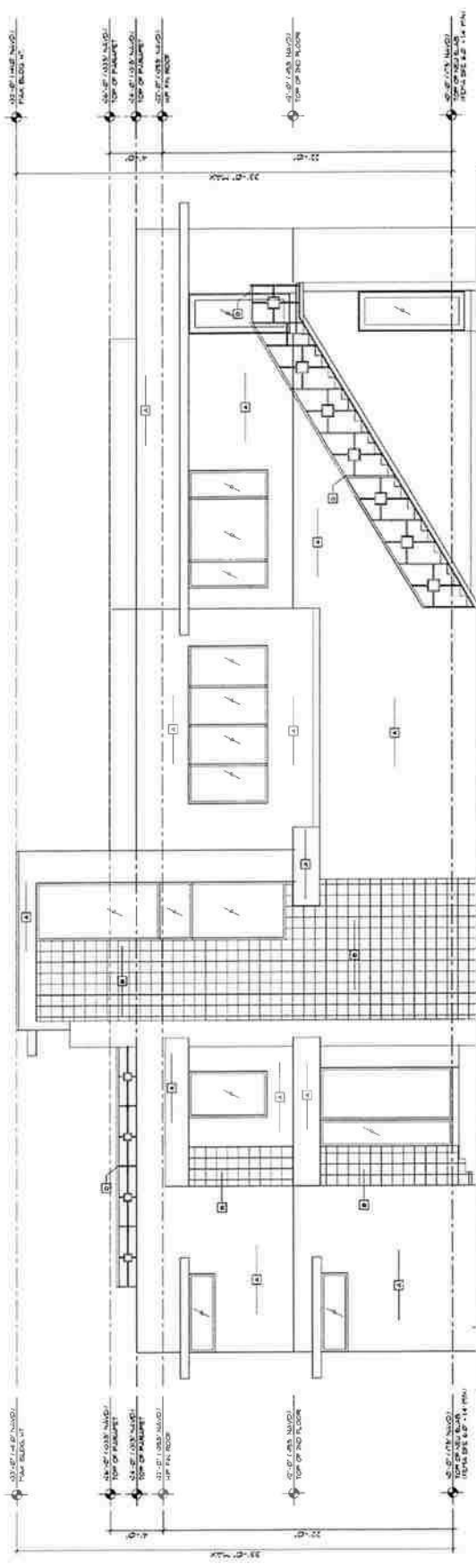
MARK THOMAS BUDD, ARCHITECTURE
204 COMMERCIAL BLVD.
LAUDERDALE BEACH, FLORIDA 33008
TEL: 954-788-0570
FAX: 954-788-0570

PROJECT: GEORGE RESIDENCE ADDITION
1291 LAKE COURT
LAUDERDALE BEACH, FLORIDA 33008



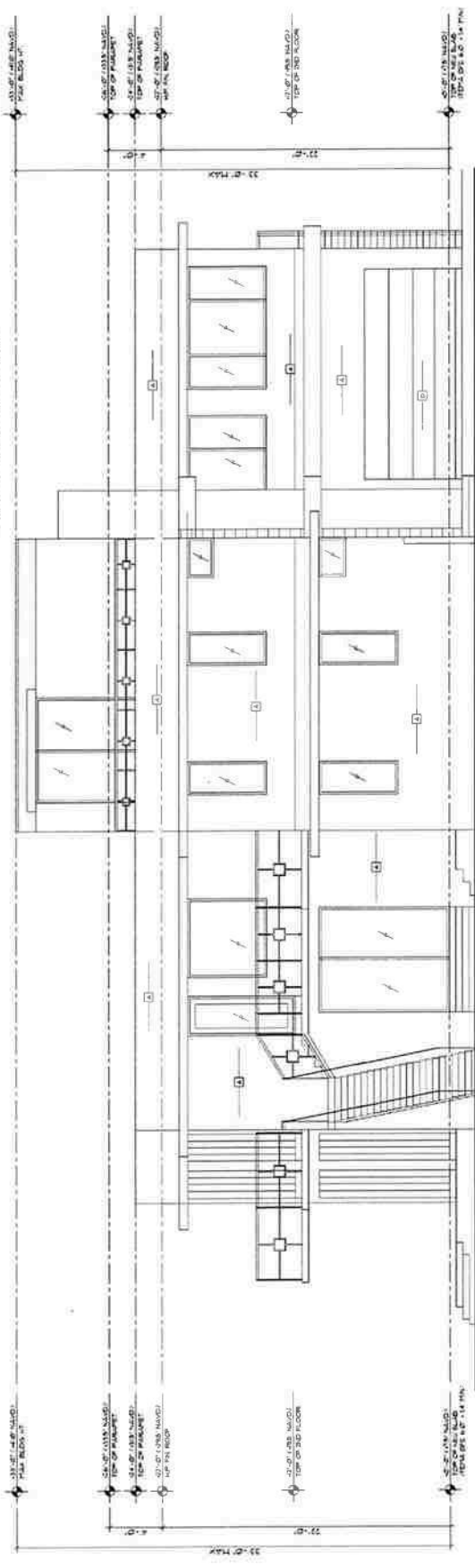
DATE: 8-1-18
REVISIONS:

SHEET
A
OF 2



MATERIALS & COLOR SCHEDULE			
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2. SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK
3. SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK
4. SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK
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10. SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK	SPOT PAINTED BRICK

RIGHT SIDE / EAST



FRONT / SOUTH

EXTERIOR ELEVATIONS

1/4"=1'-0"

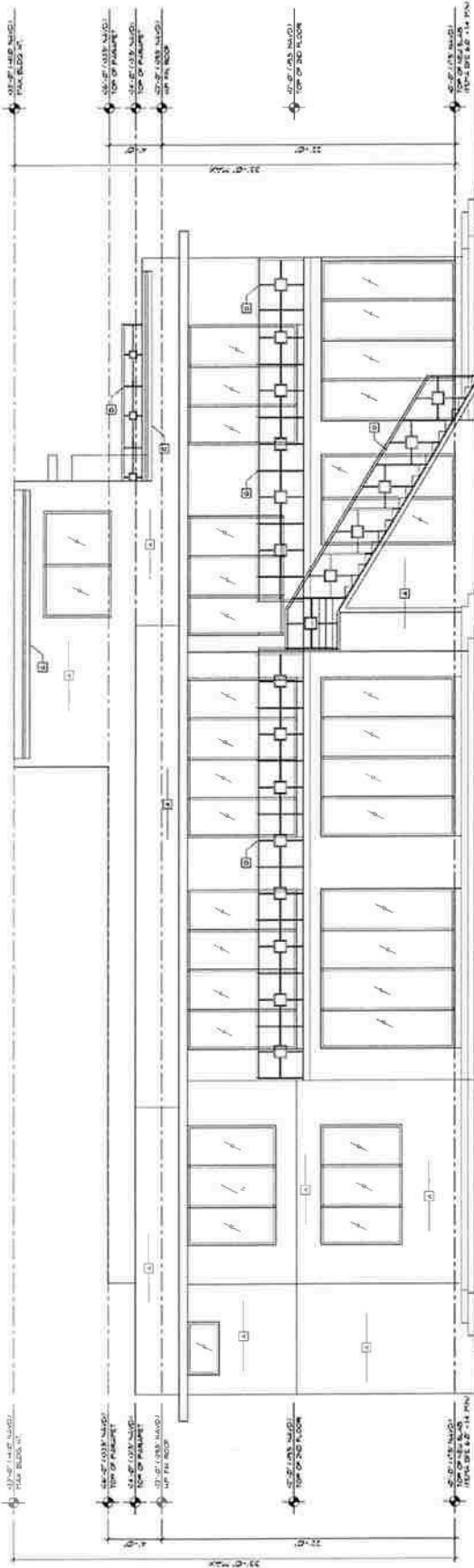


MARK THOMAS BUDD, ARCHITECTURE
224 COMMERCIAL BLVD
LAKE WORTH, FL 33460
TEL: 561-966-0570
FAX: 561-966-0570
FLA. REG. JAN-05-15

PROJECT: GEORGIA RESIDENCE ADDITION
123 LAKE COURT
LAKE WORTH, FL 33460
AUTOMATICALLY REVISIONED BY THE SOFTWARE
(05/17/2024 10:00 AM)

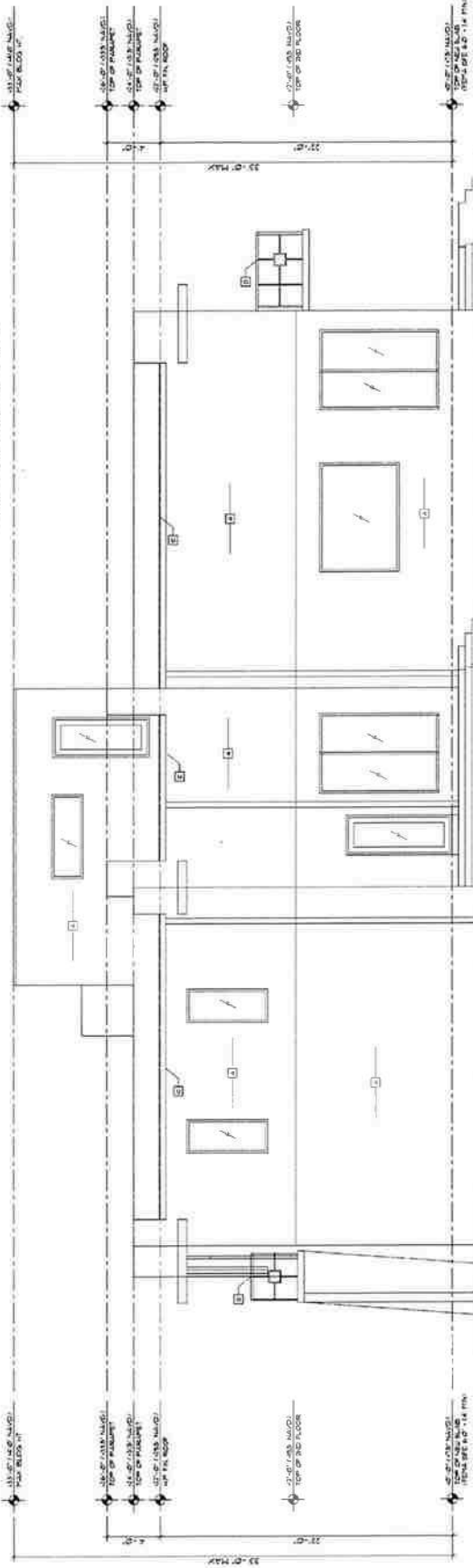
DATE: 05/17/2024
REV: 05/17/2024

OF 2
SHEET



LEFT SIDE / WEST

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100	CONCRETE BLOCK	CONCRETE BLOCK	WHITE



REAR / NORTH

EXTERIOR ELEVATIONS
1/4" = 1'-0"

ACTS OF GOD AND MAN
GIVEN 667[illegible]

The image contains four cross-section diagrams of a bridge deck, labeled SECTION A-A, SECTION B-B, SECTION C-C, and SECTION D-D. Each diagram shows the deck width, centerline, and various structural details like the 'BLOOD LINE' and 'SEE CITY TYP. MALE DETAIL'.

- SECTION A-A:** Shows a deck width of 14'-0". The centerline is marked. The 'BLOOD LINE' is indicated. The diagram shows a cross-section of the deck with a central void and side voids.
- SECTION B-B:** Shows a deck width of 14'-0". The centerline is marked. The 'BLOOD LINE' is indicated. The diagram shows a cross-section of the deck with a central void and side voids.
- SECTION C-C:** Shows a deck width of 14'-0". The centerline is marked. The 'BLOOD LINE' is indicated. The diagram shows a cross-section of the deck with a central void and side voids.
- SECTION D-D:** Shows a deck width of 14'-0". The centerline is marked. The 'BLOOD LINE' is indicated. The diagram shows a cross-section of the deck with a central void and side voids.

Sec. 30-11. - Definitions.

Height. The height of a building or structure is measured from grade to the highest point on a flat roof, or to the median elevation between the peak of a sloped roof and the lowest edge of the sloped roof. In accordance with the Florida Building Code, bulkheads and penthouses used solely to enclose stairways, tanks, elevator machinery or shafts or ventilation or air conditioning apparatus shall not be included in determining building height; all other roof structures, including parapet walls, shall not exceed four feet in height above the maximum allowed building height.

Grade.

a. For the purpose of calculating building height or structure, grade level shall mean:

1. The maximum height of buildings that are less than or equal to 33 feet in height shall be measured from whichever of the following three levels is highest:

- i. Above grade, as defined in the Florida Building Code, or
- ii. Above a horizontal plane 18 inches above the crown of the roadway at the highest point adjoining the property on which the building is located, or
- iii. Above the minimum elevation for a habitable, finished floor permitted under applicable Federal or Florida State regulations.

2. The maximum height of buildings that are greater than 33 feet in height shall be measured from whichever of the following two levels is highest:

- i. Above grade, as defined in the Florida Building Code, or
- ii. Above a horizontal plane 18 inches above the crown of the roadway at the highest point adjoining the property on which the building is located.

b. For the purpose of calculating the height of fences and privacy walls, grade shall mean the actual elevation of the ground adjacent to the exterior face of such fence or privacy wall.

(x) *Rooftop passive recreation.* The rooftop of a building located in the RM-25 district, or in the B-1 or B-1A district, may be used for passive recreation subject to the following.

(1) *Definitions.* For purposes of this section, the following definitions will apply:

- a. "Balcony" shall mean an unenclosed area that may or may not be covered in whole or in part by a roof, and that is directly accessible from, and an extension of the habitable space that is at least 100 square feet in floor area on the same floor level and is for the private use of that living area.
- b. "Passive recreation" shall mean activities such as walking, sitting, swimming, eating and scenic observation that can be carried out with no disruption to the atmosphere or ambiance in the area or impact on adjacent properties. Restaurant seating is not considered passive and is not permitted.
- c. "Rooftop" shall mean the exterior surface on the top of a building. "Rooftop" does not include:
 - 1. A balcony; or
 - 2. An enclosed space, as defined by the Florida Building Code, on the top floor of a building.
- d. "Rooftop activity area" shall mean an area of a rooftop that does not exceed 75 percent of the total square footage of the floor area below the rooftop, including balconies which may be used for passive recreation.

(2) *Setbacks.* Rooftop activity areas must be setback a minimum of five feet from the front building façade and five feet from any contiguous private property under separate ownership and shall be demarcated by physical barriers to restrict access to non-designated areas.

(3) *Structures permitted in the rooftop activity area.*

- a. Permanent awnings and canopies.
- b. Outdoor kitchens no larger than 30 square feet.
- c. Hot tubs.
- d. Swimming pools and pool decks-limited only to waterfront hotel uses permitted as a conditional use in the B-1 zoning district.

(4) *Temporary objects and furniture.*

- a. All parapets, railings and code-required safeguards shall remain free from towels or other temporary objects at all times.
- b. All temporary objects or furniture are the responsibility of the property owner and shall be secured or removed from the rooftop when not in use so as to prevent them from being blown from the roof. Temporary objects and furniture shall be removed from the roof any time the building will be unoccupied, whether temporarily or permanently, for more than 14 days.
- c. Upon the issuance of a "Hurricane Warning" or "Hurricane Watch" by the Broward County Office of Emergency Management, the permittee shall forthwith remove and place indoors all tables, chairs, planters, umbrellas and other temporary objects or furniture located on the rooftop.

or repairs or as otherwise regulated pursuant to a conditional use approval for a waterfront hotel use.

(6) *Zoning district limitations.* In addition to the requirements above, rooftop activities are only permitted in the following districts, subject to the specific requirements below:

a. RM-25 zoning district.

1. Commercial rooftop activities. The use of rooftops for restaurants and hotel bars are prohibited.

b. B-1 and B-1A zoning districts.

1. Commercial rooftop activities. The use of rooftops by commercial or business uses is prohibited, except for waterfront hotel uses permitted as a conditional use in the B-1 zoning district.

2. Mixed use rooftop activities. Rooftop activities in mixed use properties are permitted solely by the residential occupants for passive recreation.

c. All other zoning districts. Rooftop activity areas and the passive or active recreational use of a rooftop or the roof of a structure is prohibited.

Ord. No. 316, § 1, 1-9-1990; Ord. No. 326, § 1, 6-25-1991, Ord. No. 374, § 1, 3-7-1996; Ord. No. 402, § 2, 6-9-1998; Ord. No. 431, § 2, 1-25-2000; Ord. No. 485, § 2, 4-9-2002; Ord. No. 495, § 1, 12-10-2002; Ord. No. 500, § 2, 10-8-2002; Ord. No. 501, §§ 2, 3, 10-8-2002; Ord. No. 03-506, § 2, 2-11-2003; Ord. No. 03-508, § 2, 3-25-2003; Ord. No. 03-512, § 2, 4-22-2003; Ord. No. 03-515, § 2, 7-22-2003; Ord. No. 2005-06, § 2, 2-22-2005; Ord. No. 2005-10, § 2, 6-14-2005; Ord. No. 2007-14, § 2(Exh. A), 9-25-2007; Ord. No. 2008-03, § 1, 3-25-2008; Ord. No. 2009-10, § 7, 7-28-2009; Ord. No. 2009-35, § 2, 8-25-2010; Ord. No. 2011-02, § 2, 3-22-2011; Ord. No. 2010-16, § 2, 5-24-2011; Ord. No. 2011-03, § 2, 4-27-2011; Ord. No. 2011-06, § 2, 4-27-2011; Ord. No. 2012-11, § 2, 8-21-2012; Ord. No. 2012-15, § 3, 10-9-2012; Ord. No. 2012-16, § 2, 11-13-2012; Ord. No. 2013-03, § 2, 3-12-2013; Ord. No. 2014-13, § 2, 10-28-2014; Ord. No. 2015-09, § 4, 9-8-2015; Ord. No. 2017-03, § 4, 3-28-2017; Ord. No. 2017-12, § 2(Exh. A), 11-14-2017; Ord. No. 2018-24, § 3, 9-12-2018; Ord. No. 2018-27, § 2, 10-23-2018; Ord. No. 2019-05, § 2, 8-27-2019; Ord. No. 2019-07, § 3, 9-12-2019; Ord. No. 2020-08, § 4, 10-13-2020; Ord. No. 2020-09, § 2, 11-10-2020; Ord. No. 2022-08, § 2, 10-25-2022)

Editor's note— Ord. No. 2013-03, § 2, adopted March 12, 2013, set out provisions intending to amend subsection 30-313(26). To preserve the existing style of subsection numbering, and at the editor's discretion, these provisions have been included as amending subsection 30-313(m).

ARTHUR J. MARCUS ARCHITECT P.A.

1800 NORTH ANDREWS AVENUE #7F * FORT LAUDERDALE, FLORIDA 33311 * t:305-467-6141

email: arthur.marcus444@att.net * web: www.arthurmarcus.art

AA #26000962

September 10, 2025

Jhanelle Campbell, Development Services Director
 Town of Lauderdale-by-the-Sea
 4501 North Ocean Drive
 Lauderdale-by-the-Sea, FL 33308

Re: 231 Lake Court
 ARCHITECTURAL REVIEW #4

The Applicant is proposing to renovate and provide additions to an existing 5-unit multi-family building to transform it into a 4-unit multi-family building and to obtain all approvals required by the Town of Lauderdale-By-The-Sea. The Town of Lauderdale-by-the-Sea Code of Ordinances includes Section 30 - 51: the Architectural Design Standards (ADS);

Note: Italic font indicates excerpts from LBTS / ADS.

(a) Purpose and intent. The purpose of this section and the Town's Architectural Design Standards (sometimes referred to as the "Town ADS") is to encourage the local adaptation of the Mid-Century Modern architectural style as the preferred architectural style of the Town, in that such architectural style is compatible with the essential character of the Town, supportive of efficient development, is architecturally and visually appealing, and fosters a sense of place in the preservation of the architectural and design characteristics of the Town's existing built environment.

These Architectural Plans have been submitted for compliance with the architectural standards and architectural review requirements provided by this section and the Town ADS. A separate Site Plan Preliminary Review dated 7.08.25 has also been conducted by Linda Strutt Consulting, Inc.

(3)(a) - The primary purpose of the Architectural Design Review shall be to determine whether or not the plans submitted comply with the architectural design features and materials typical of the Mid-Century Modern architectural style. with the relevant architectural style.

The Town shall determine whether the plans submitted substantially conform to the provisions of this section and the Town ADS in preserving the traditional aesthetic treatment of the community, and shall include such findings as part of the documentation required for development review and approval.

231 LAKE COURT / LBTS
September 10, 2025

Comments and questions regarding this 4th Architectural Review of the revised drawings are as follows:

RAILINGS

The Applicant has revised the railing design along the two stairs to match the same pattern as on the horizontal balconies. This design is representative of the Mid Century style. The railings are also indicated to be painted white which is acceptable.

The cover sheet has been updated to reflect the latest design.

This proposed project is Approved.

Good Luck with the renovations.

Please respond directly to Jhanelle Campbell at LBTS with any questions and/or concerns.

Yours truly,



Arthur J. Marcus
Arthur J. Marcus Architect P.A.



Mark Thomas Budd, Architect

231 Apartment Building- Additions & Remodeling

231 LAKE COURT, LAUDERDALE BY THE SEA, FL 33308
CITIZEN PARTICIPATION MEETING - OCT. 6, 2025

Citizen Participation Meeting Summary – Oct. 6, 2025
10-6-2025

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Project Summary

This project consists of converting an existing four-unit, two story Apartment Building into a 3-unit two-story Apartment Building with a two-car Garage and Penthouse additions proposed.

One three-bedroom unit with a Penthouse & Rooftop Terrace along with two one-bedroom units are proposed.

The ground level two-car Garage addition shall be located in the existing driveway area, while the existing two-car garage shall be converted into a one-bedroom apartment.

Site improvements beyond the existing footprint of the existing building consists of the new two-car Garage Addition along with a re-configured surface parking space. The existing swimming pool and deck are to remain.

This project is subject to the Architectural Review process has been designed in the Mid-Century Modern Architectural style.

Citizen Participation Meeting

The Citizen Participation Meeting was held on Monday, Oct. 6th 2025, 6:30 pm at the Jarvis Hall located on 4505 N. Ocean Drive, Lauderdale by the Sea, Florida 33308.

To the meeting assisted the parties interested in how the development could impact the neighborhood.

Attendees List

There was one member of the community that attended the Citizen Participation Meeting.

Mr. Peter Sampo 4300 E. Tradewinds Avenue 305-798-2633

Community Member Comments

Mr. Sampo is a resident directly across the canal to the west.

1. Two concerns were stated:
 - a. How long would construction take?
 - b. Is the Owner of the property going to live on the premises?

Applicant Response:

- a. Construction to start immediately upon issuance of a permit.
- b. Owner intends to live on the property.

Notice of Meeting



**LAUDERDALE
BY THE SEA**
BEACH CITY FL 33404

[illegible]

APPENDIX



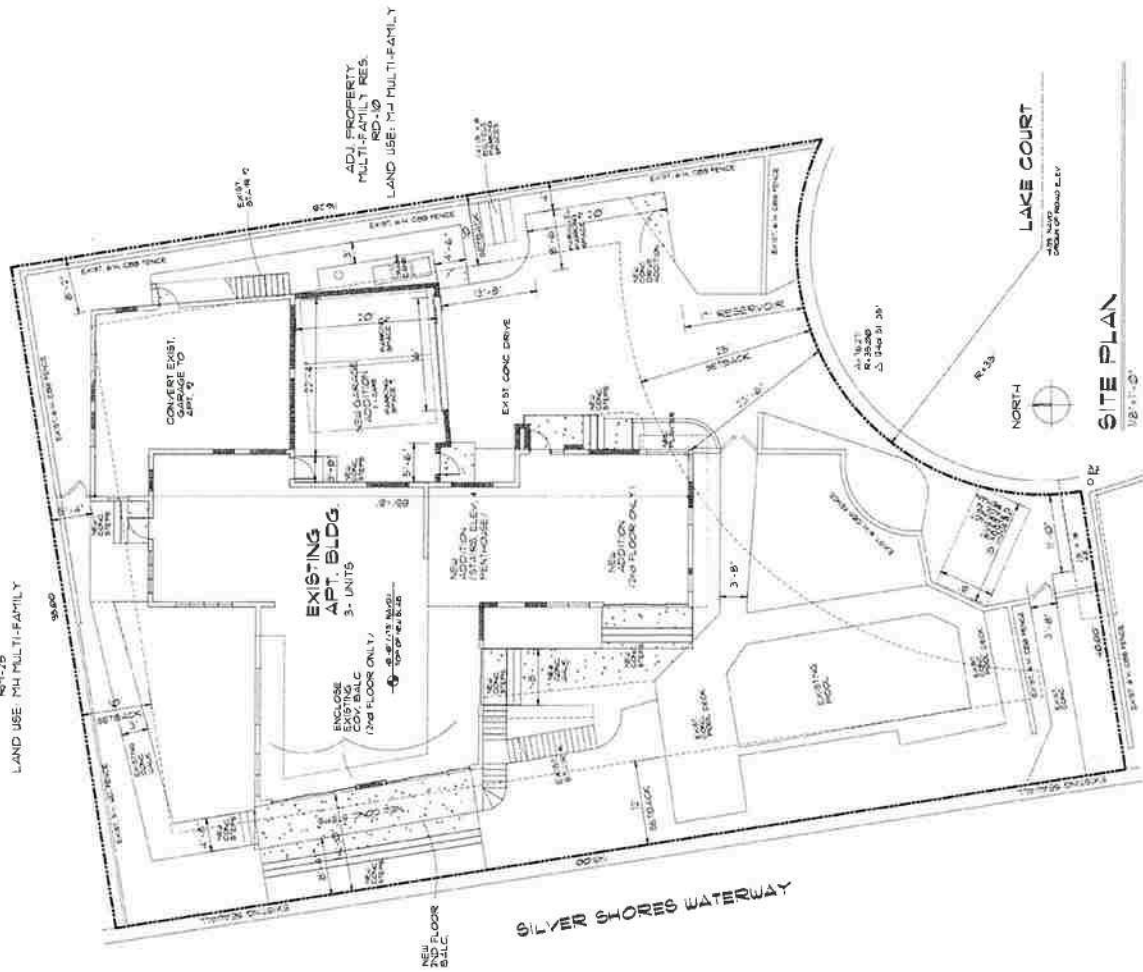
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PLAT BOOK 20, PAGE 30 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA

AREA CALCULATION:

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ADJ PROPERTY
RESIDENCE
RM-25
LAND USE: MH MULTI-FAMILY



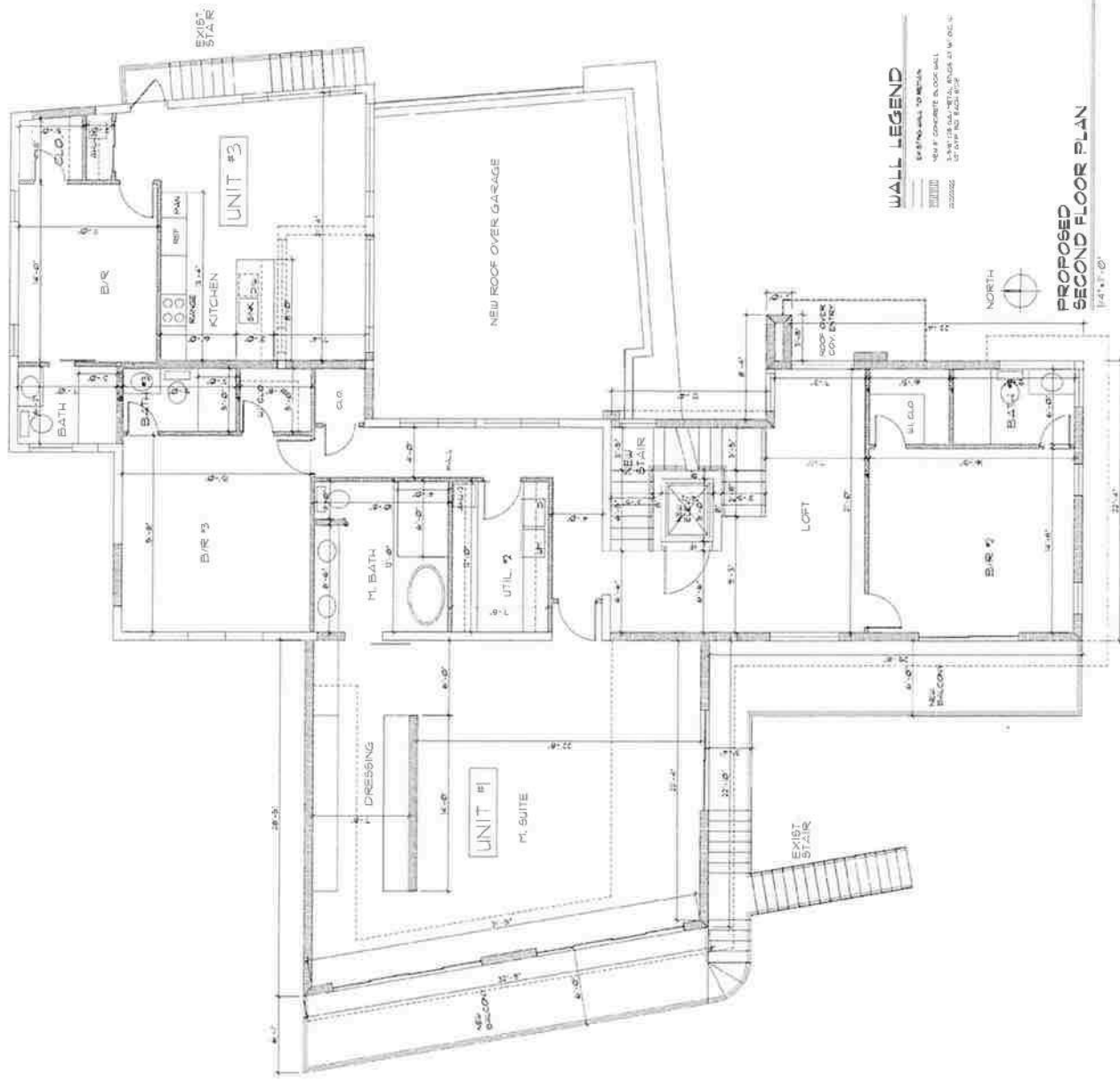


MARK THOMAS BUDD, ARCHITECTURE
224 COVERDALE BLVD.
LAUDERDALE BEACH, FLORIDA 33080
TEL: 954-365-4100
FAX: 954-365-4100
PDA: 954-365-4100

PROJECT:
231 APARTMENT BUILDING
ADDITIONS & REMODELING
231 LAKE COURT
LAUDERDALE BEACH, FLORIDA

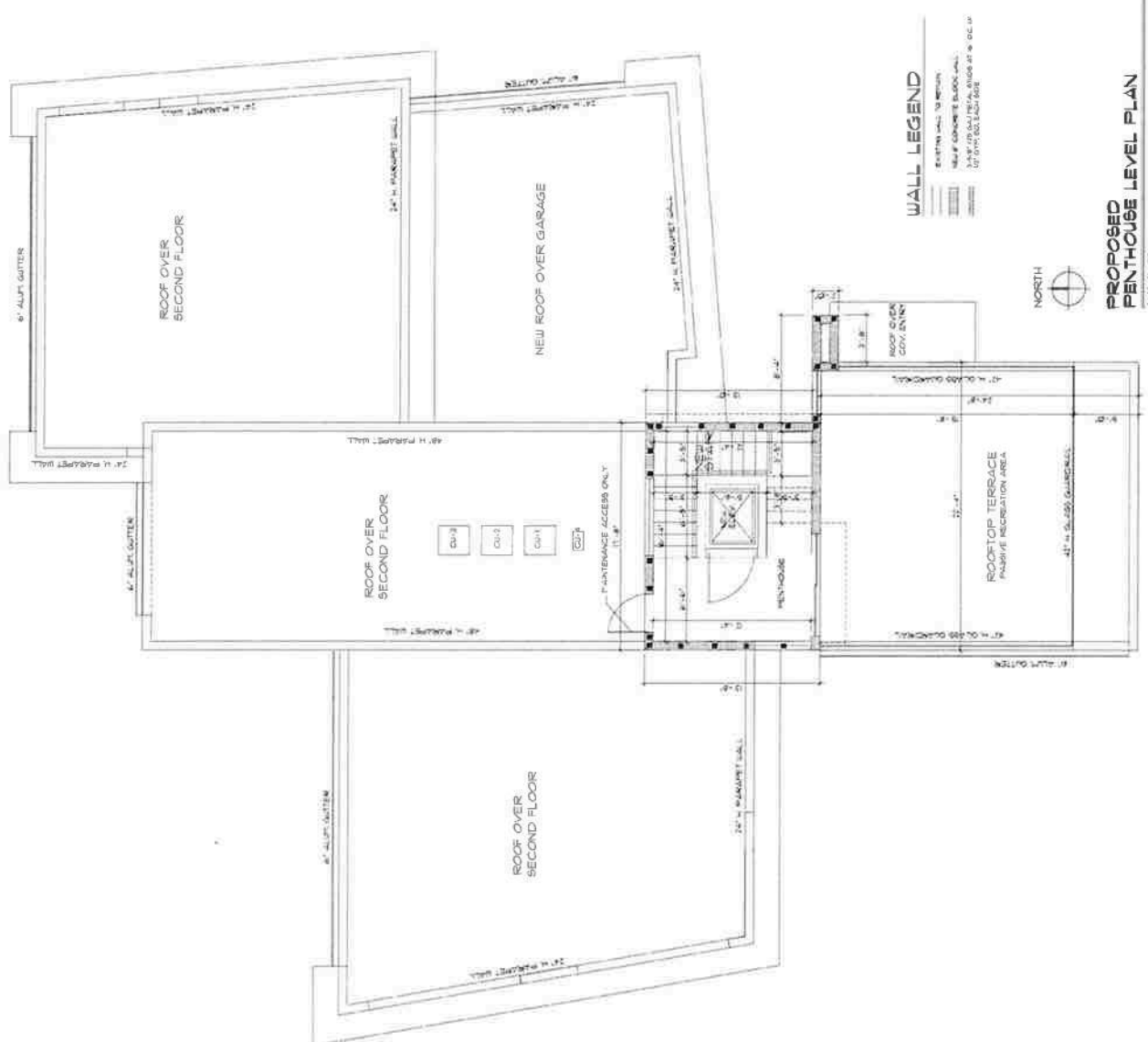


SHEET
A - 2
OF 3



PROPOSED
SECOND FLOOR PLAN

1/4" = 1'-0"

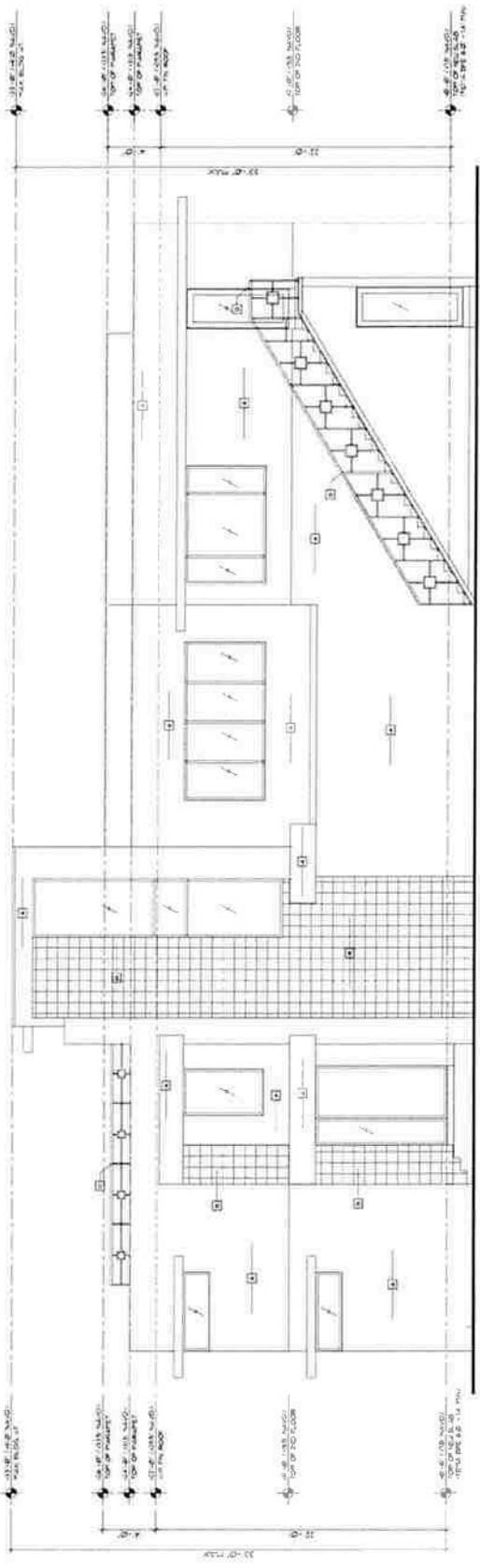




MARK THOMAS BUDD, ARCHITECTURE
1331 LAKE COURT
LAUDERDALE BEACH, FLORIDA 33308
TEL: 954-438-9548
FAX: 954-438-9549
WWW.MTB-ARCH.COM

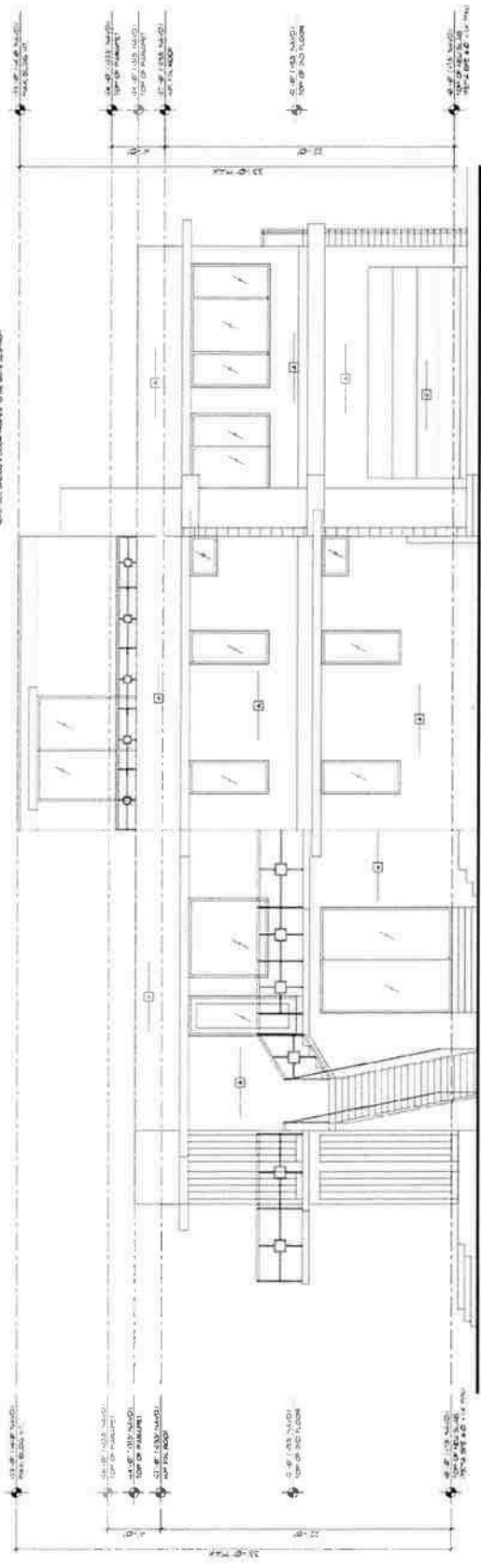
PROJECT:
GEORGE RESIDENCE ADDITION
1331 LAKE COURT
LAUDERDALE BEACH, FLORIDA

DATE: 08/11/11
BY: M.T.B.
CHECKED: M.T.B.
SHEET:
A - 4
OF 5



MATERIALS & COLOR SCHEDULE			
NAME	DESCRIPTION	MATERIAL	COLOR
1	WOOD TRIM	WHITE PINE	WHITE
2	WOOD TRIM	WHITE PINE	WHITE
3	WOOD TRIM	WHITE PINE	WHITE
4	WOOD TRIM	WHITE PINE	WHITE
5	WOOD TRIM	WHITE PINE	WHITE
6	WOOD TRIM	WHITE PINE	WHITE
7	WOOD TRIM	WHITE PINE	WHITE
8	WOOD TRIM	WHITE PINE	WHITE
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12	WOOD TRIM	WHITE PINE	WHITE
13	WOOD TRIM	WHITE PINE	WHITE
14	WOOD TRIM	WHITE PINE	WHITE
15	WOOD TRIM	WHITE PINE	WHITE
16	WOOD TRIM	WHITE PINE	WHITE
17	WOOD TRIM	WHITE PINE	WHITE
18	WOOD TRIM	WHITE PINE	WHITE
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26	WOOD TRIM	WHITE PINE	WHITE
27	WOOD TRIM	WHITE PINE	WHITE
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30	WOOD TRIM	WHITE PINE	WHITE
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98	WOOD TRIM	WHITE PINE	WHITE
99	WOOD TRIM	WHITE PINE	WHITE
100	WOOD TRIM	WHITE PINE	WHITE

RIGHT SIDE / EAST



FRONT / SOUTH

EXTERIOR ELEVATIONS
1/4" = 1'-0"

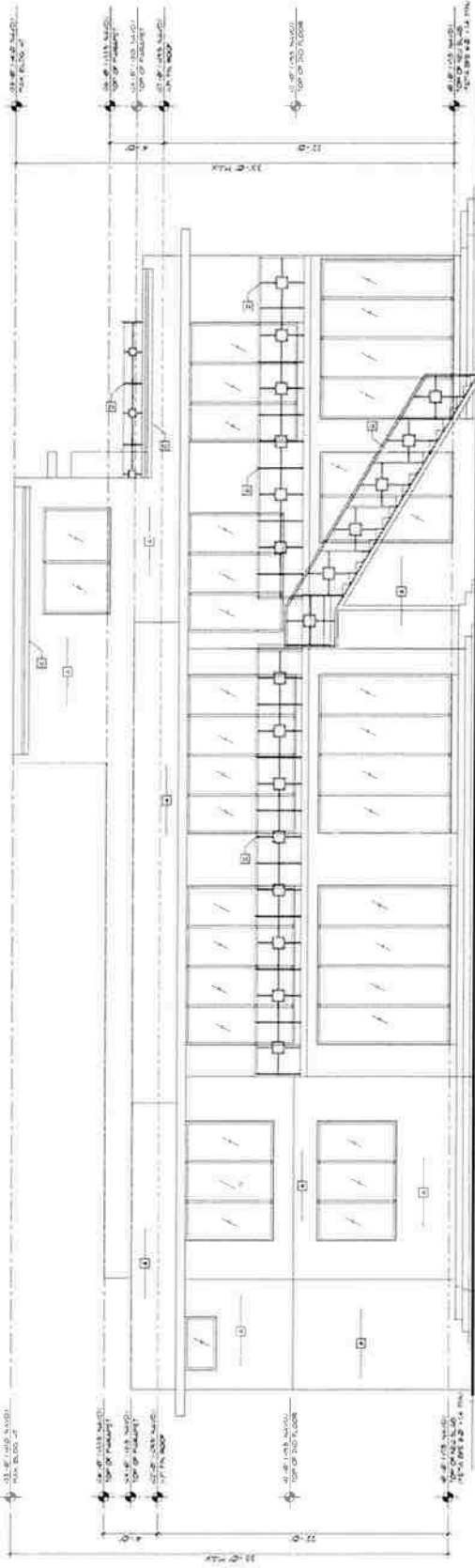


MARK THOMAS BUDD, ARCHITECTURE
324 COMMERCIAL BLVD.
LAUDERDALE BEACH, FLORIDA 33080
TEL: 954-488-9549
FAX: 954-488-9549
www.mtbudd.com

PROJECT:
GEORGE RESIDENCE ADDITION
121 LAKE COURT
LAUDERDALE BEACH, FLORIDA

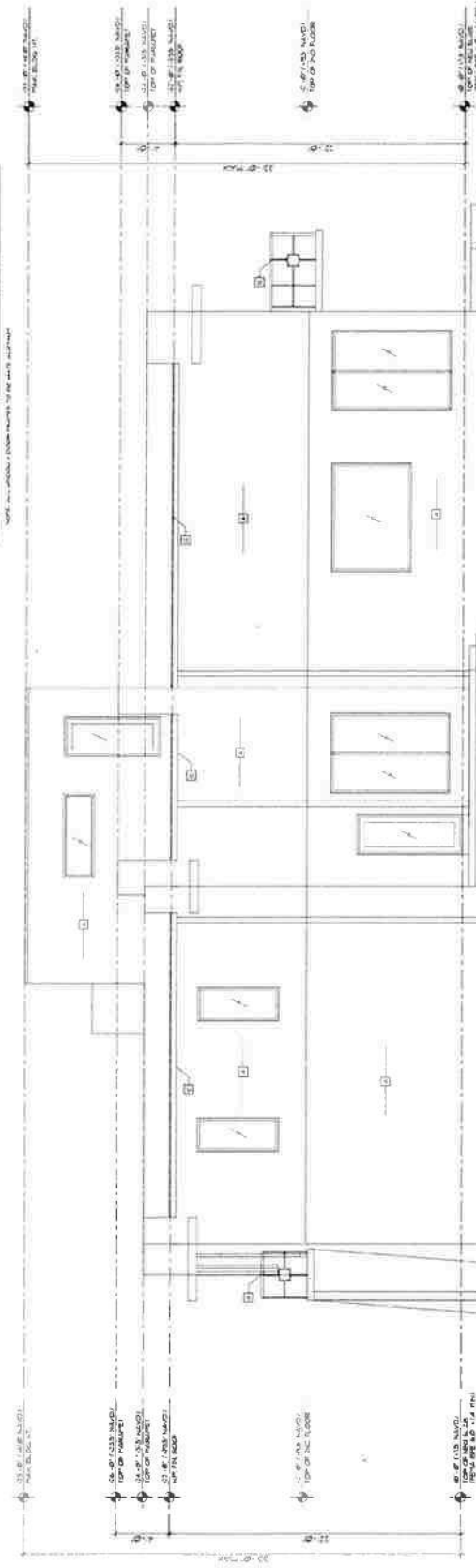


DATE: 8-2-20
REVISIONS:
1
A - B



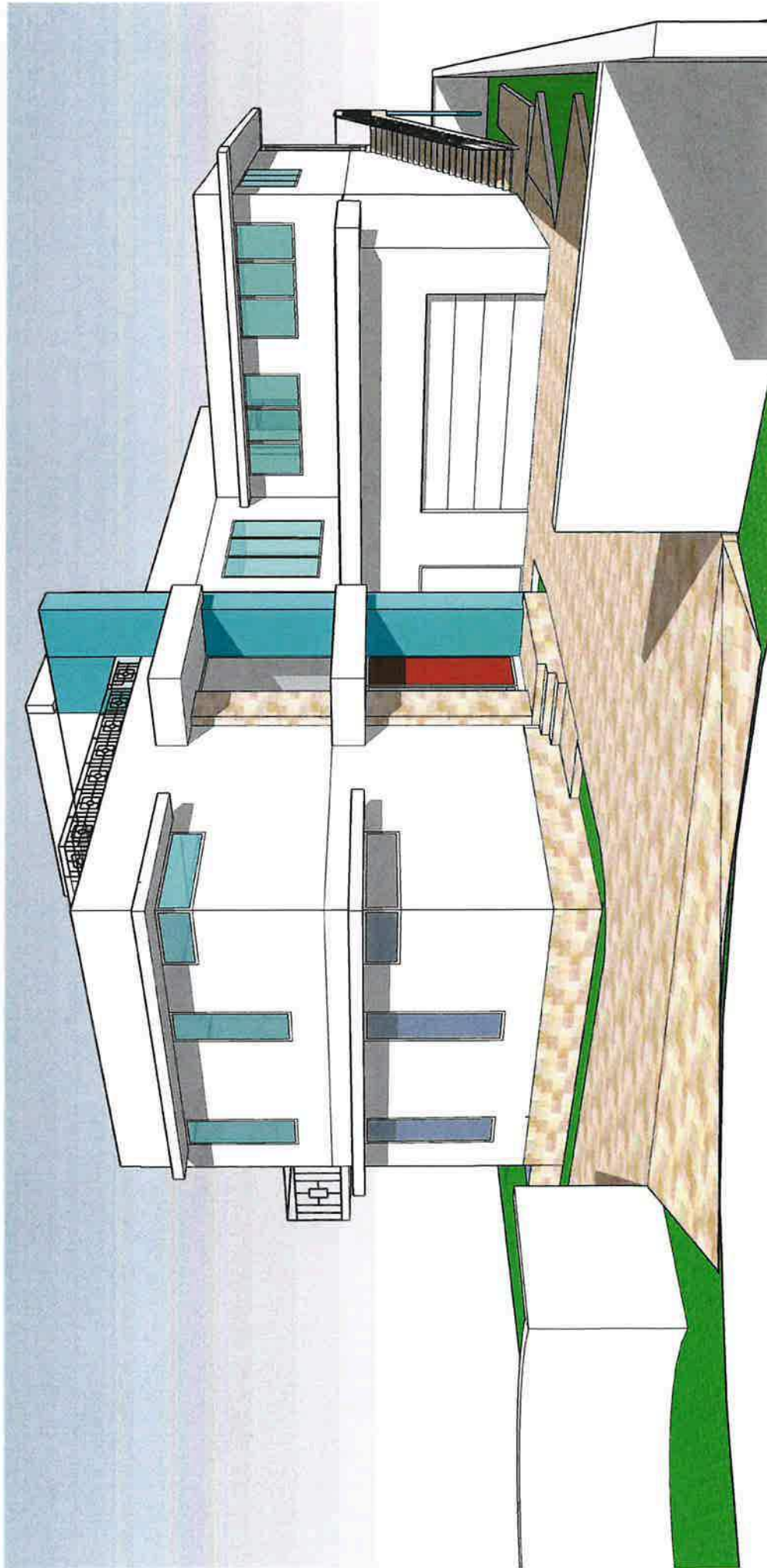
LEFT SIDE / WEST

MATERIALS / COLOR SCHEDULE	
ITEM	DESCRIPTION
1	EXTERIOR WALLS - WHITE STUCCO
2	EXTERIOR WALLS - WHITE STUCCO
3	EXTERIOR WALLS - WHITE STUCCO
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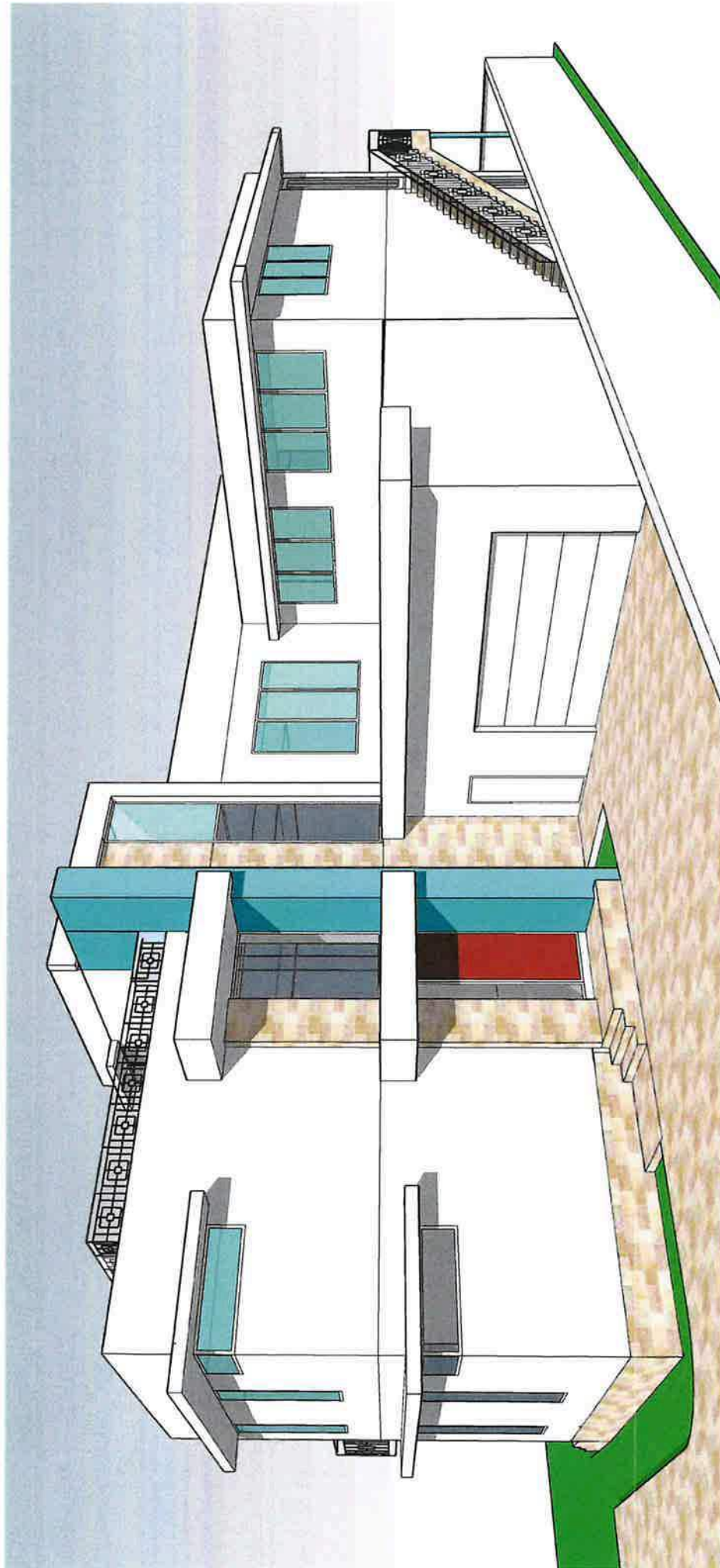


REAR / NORTH

EXTERIOR ELEVATIONS
1/4" = 1'-0"



FRONT / SOUTH VIEW



SE CORNER VIEW



EAST VIEW



**LEVEL 2 SITE PLAN MODIFICATION DEVELOPMENT ORDER
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Development Order 2025-LVL2-SPM-03**

PROJECT NAME: 231 Lake Court

ADDRESS OF PROPERTY: 231 Lake Court

FOLIO #: 494318050460

PROPERTY OWNER: 231 Lake Court Group LLC

APPLICANT: Michael A. George

APPLICANT ADDRESS: 267 Bombay Ave, Lauderdale-By-The-Sea, FL 33308

REQUEST: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balcony of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town’s zoning and land use requirements for property located at 231 Lake Court (the “Property”).

SECTION 1. FINDINGS. THIS MATTER came before the TOWN Commission of the TOWN of LAUDERDALE-BY-THE-SEA, Florida, on November 18, 2025, following due public notice. The TOWN Commission having considered the public testimony, evidence in the record, the testimony of

the Applicant, and the recommendation of the TOWN Planning and Zoning Board and TOWN Staff, finds that the application, as conditioned herein, is in compliance with the applicable standards and minimum requirements of Chapter 30 of the Town Code.

SECTION 2. APPROVAL. The request to approve a Site Plan is hereby approved as shown on the Site Plan submitted by the Applicant, attached as **Exhibit 1**, except as modifications may be required by this approval or the Building Official.

SECTION 3. CONDITIONS. The APPROVAL granted herein is subject to the following conditions:

1. Prior to issuance of a building permit, the Applicant shall obtain a tree removal and/or relocation permit from Broward County for any proposed removal, relocation, or impact to existing trees. In addition, no changes to existing landscaping materials or layout shall occur without first submitting a revised landscape plan to the Town for review and approval in accordance with Chapter 30 of the Town Code. All approved landscaping shall be maintained in a healthy condition at all times.
2. The Applicant shall provide written verification from the Town's solid waste vendor confirming acceptance of a proposed trash management plan, including location and method of service, prior to issuance of any Building Permits. No permits shall be issued until proof of an acceptable trash plan is submitted to and approved by the Town.
3. No signs or fences are approved as part of this Development Order. Any proposed signage or fencing shall require submittal and approval under a separate permit application.
4. Roof drainage shall not be connected to the seawall or discharged through any new outfall into the adjacent waterway. The Applicant shall revise drainage calculations to include the building area within the impervious surface calculations and update swale area documentation accordingly to demonstrate compliance.
5. Although the existing driveway is noted as remaining, any modification, replacement, or reconstruction of the driveway shall be required to comply with the Town's current specifications for swale restoration, driveway setback, and maximum allowable driveway width and design standards prior to permit approval.
6. The Applicant shall secure a building permit for the project within six (6) months of the date of the development order approval.
7. The construction shall be in accordance with submitted plans (**Exhibit 1**). Such plans are subject to revisions based on any necessary changes that may be required for issuance of a building permit pursuant to the Florida Building Code.
8. The approved site plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for the issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.

9. Prior to the issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes, or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

SECTION 4. VIOLATION OF CONDITIONS. Failure to adhere to the terms and conditions of this Development Order shall be considered a violation of the Town Code and persons found violating the conditions shall be subject to the penalties prescribed by the Town Code, including but not limited to, the revocation of any of the approval(s) granted in this Development Order. The Applicant understands and acknowledges that it must comply with all other applicable requirements of the Town Code before it may commence construction or operation, and that the foregoing approval in this Development Order may be revoked by the Town at any time upon a determination that the Applicant is in non-compliance with the Town Code or the conditions of this Approval.

SECTION 5. APPEAL. In accordance with Section 30-140(d)(11) of the Town Code, the Applicant, or any aggrieved property owner in the area, may appeal the decision of the Town Commission in the Circuit Court of Broward County, Florida, in accordance with the Florida Rules of Appellate Procedure.

SECTION 6. EFFECTIVE DATE. This Development Order shall become effective upon Approval by the Commission.

APPROVED this ____ day of _____, 2025.

MAYOR EDMUND MALKOON

ATTEST:

Courtney Easley, Acting Town Clerk

Approved as to form:

Susan L. Trevarthen, Town Attorney

https://lauderdalebythesea-my.sharepoint.com/personal/jhanellec_lauderdalebythesea-fl_gov/Documents/Desktop/Exhibit 6- 231 Lake Court Site Plan Modification Development Order.docx



**LEVEL 2 SITE PLAN MODIFICATION DEVELOPMENT ORDER
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
Development Order 2025-LVL2-SPM-03**

PROJECT NAME: 231 Lake Court

ADDRESS OF PROPERTY: 231 Lake Court

FOLIO #: 494318050460

PROPERTY OWNER: 231 Lake Court Group LLC

APPLICANT: Michael A. George

APPLICANT ADDRESS: 267 Bombay Ave, Lauderdale-By-The-Sea, FL 33308

REQUEST: 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, the Applicant requests approval of a site plan modification for 231 Lake Court to reconfigure units by: (i) combining portions of existing Units 1, 2, and 4 on the ground floor into the ground-floor level of Unit 1 and relocating Unit 2 into the existing garage; (ii) reducing Unit 3 to a one-bedroom unit located over the existing garage (proposed Unit 2); (iii) converting the balance of the second floor into the three-bedroom sleeping quarters of Unit 1, creating a two-level Unit 1; (iv) constructing a second-floor addition above the existing one-story portion to accommodate a third bedroom and associated bathroom for Unit 1; (v) establishing a rooftop terrace above the new second-floor addition for passive recreation, in compliance with Town Code requirements for rooftop use; and (vi) constructing a new garage to serve the reconfigured development renovations to meet the Town’s zoning and land use requirements for property located at 231 Lake Court (the “Property”).

SECTION 1. FINDINGS. THIS MATTER came before the TOWN Commission of the TOWN of LAUDERDALE-BY-THE-SEA, Florida, on November 18, 2025, following due public notice. The TOWN Commission having considered the public testimony, evidence in the record, the testimony of

the Applicant, and the recommendation of the TOWN Planning and Zoning Board and TOWN Staff, finds that the application, as conditioned herein, is in compliance with the applicable standards and minimum requirements of Chapter 30 of the Town Code.

SECTION 2. APPROVAL. The request to approve a Site Plan is hereby approved as shown on the Site Plan submitted by the Applicant, attached as **Exhibit 1**, except as modifications may be required by this approval or the Building Official.

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2. The Applicant shall provide written verification from the Town's solid waste vendor confirming acceptance of a proposed trash management plan, including location and method of service, prior to issuance of any Building Permits. No permits shall be issued until proof of an acceptable trash plan is submitted to and approved by the Town.
3. No signs or fences are approved as part of this Development Order. Any proposed signage or fencing shall require submittal and approval under a separate permit application.
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6. The Applicant shall secure a building permit for the project within six (6) months of the date of the development order approval.
7. The construction shall be in accordance with submitted plans (**Exhibit 1**). Such plans are subject to revisions based on any necessary changes that may be required for issuance of a building permit pursuant to the Florida Building Code.
8. The approved site plan does not in any way create a right on the part of the Applicant to obtain a permit from a state or federal agency and does not create liability on the part of the Town for the issuance of the approval if the Applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes action that results in a violation of federal or state law.

9. Prior to the issuance of a building permit, the Town Clerk shall certify that there are no outstanding fines, moneys, fees, taxes, or other charges owed to the Town by the current or past owners or operators of the property in which the building permit is issued. If fees are related to a code violation that requires a building permit to correct the violation, only the building permits required by the Town for correction of the violation may be issued. No other building permits will be issued until all outstanding debts to the Town are paid in full.

SECTION 4. VIOLATION OF CONDITIONS. Failure to adhere to the terms and conditions of this Development Order shall be considered a violation of the Town Code and persons found violating the conditions shall be subject to the penalties prescribed by the Town Code, including but not limited to, the revocation of any of the approval(s) granted in this Development Order. The Applicant understands and acknowledges that it must comply with all other applicable requirements of the Town Code before it may commence construction or operation, and that the foregoing approval in this Development Order may be revoked by the Town at any time upon a determination that the Applicant is in non-compliance with the Town Code or the conditions of this Approval.

SECTION 5. APPEAL. In accordance with Section 30-140(d)(11) of the Town Code, the Applicant, or any aggrieved property owner in the area, may appeal the decision of the Town Commission in the Circuit Court of Broward County, Florida, in accordance with the Florida Rules of Appellate Procedure.

SECTION 6. EFFECTIVE DATE. This Development Order shall become effective upon Approval by the Commission.

APPROVED this ____ day of _____, 2025.

MAYOR EDMUND MALKOON

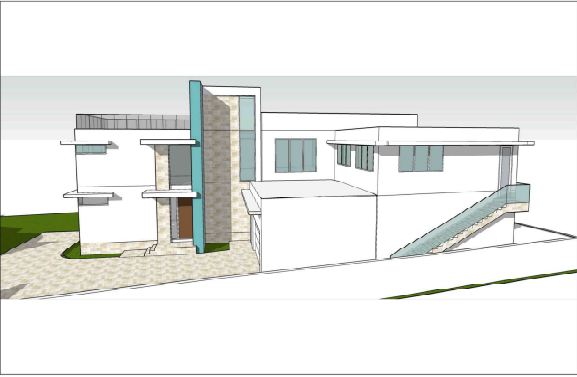
ATTEST:

Courtney Easley, Acting Town Clerk

Approved as to form:

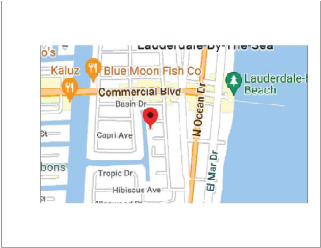
Susan L. Trevarthen, Town Attorney

https://lauderdalebythesea-my.sharepoint.com/personal/jhanellec_lauderdalebythesea-fl_gov/Documents/Desktop/Exhibit 5- 231 Lake Court Site Plan Modification Development Order.docx



231 APARTMENT BUILDING
ADDITIONS & REMODELING
231 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA

SITE PLAN - LEVEL 2 SUBMISSION



DRAWING INDEX:

- CV-1 COVER SHEET
- 1 OF 1 SURVEY
- SP-1974 EXISTING SITE PLAN - 1974
- SP-1983 EXISTING SITE PLAN - 1983
- PH-1 EXISTING SITE PHOTOS
- EX-1 EXISTING FIRST FLOOR PLAN
- EX-2 EXISTING SECOND FLOOR PLAN
- SP-1 SITE PLAN
- A-1 PROPOSED FIRST FLOOR PLAN
- A-2 PROPOSED SECOND FLOOR PLAN
- A-3 PROPOSED PENTHOUSE / ROOF PLAN
- A-4 EXTERIOR ELEVATIONS
- A-5 EXTERIOR ELEVATIONS

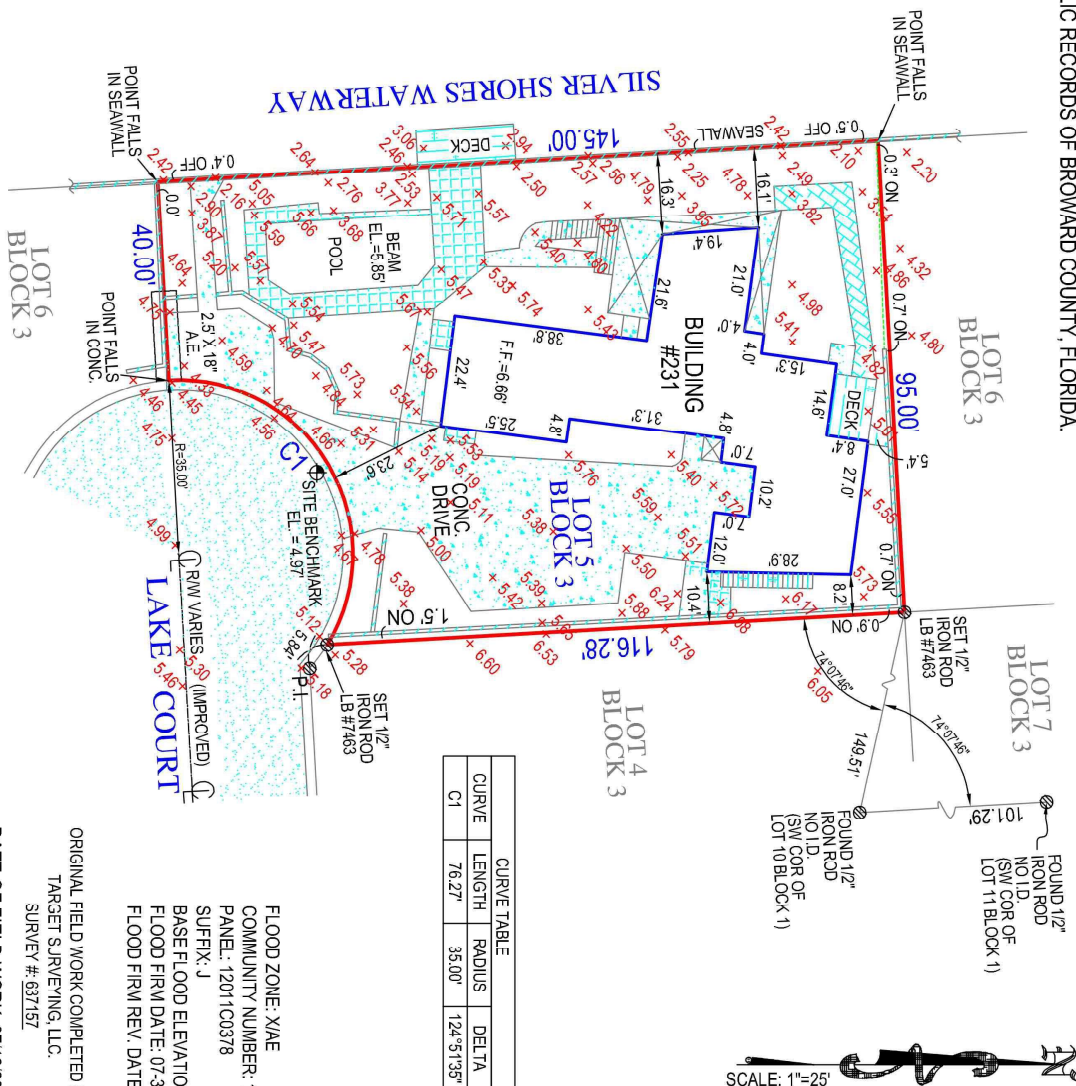
MARK THOMAS BUDD, ARCHITECTURE
231 LAKE COURT, LAUDERDALE BY THE SEA, FLORIDA 33308
FLA. REG. #AR-5649
(854) 798-6970
I am a duly Licensed Professional Engineer in the State of Florida, and I hereby certify that I am the author of the design and calculations shown on the drawings herein, and that I am a duly Licensed Professional Engineer in the State of Florida, and I hereby certify that I am the author of the design and calculations shown on the drawings herein.

231 APARTMENT BUILDING
ADDITIONS & REMODELING
231 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA

DATE: 8-27-20
REVISIONS:

SHEET
CV-1
OF 1

LEGAL DESCRIPTION
LOT 5, BLOCK 3, SILVER SHORES SECTION OF FORT LAUDERDALE BY THE
SEA UNIT A, ACCORDING TO THE PLAT RECORDED IN PLAT BOOK 28, PAGE
39, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.



CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	76.27'	35.00'	124°51'35"

- NOTES:
1. LEGAL DESCRIPTION PROVIDED BY CLIENT
 2. NO SEARCH OF THE PUBLIC RECORD FOR THE PURPOSE OF ABSTRACTING TITLE WAS PERFORMED BY THIS OFFICE
 3. NO SUBSURFACE IMPROVEMENTS WERE LOCATED AS PART OF THIS SURVEY
 4. ALL ANGLES OR BEARINGS AND DISTANCES SHOWN HEREON ARE BOTH RECORDED AND MEASURED UNLESS OTHERWISE NOTED
 5. SOME FEATURES MAY NOT BE AT SCALE IN ORDER TO SHOW DETAIL.
 6. ALL INTERIOR PROPERTY ANGLES ARE 90°00'00"

ORIGINAL FIELD WORK COMPLETED BY
TARSET SURVEYING, LLC.
SURVEY # 637157
DATE OF FIELD WORK: 07/16/2024
DATE OF MAP: 07/22/2024

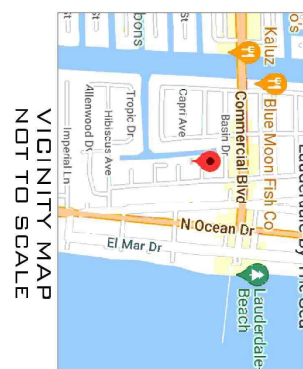
REVISIONS:
1. UPDATED BOUNDARY AND ADDED
ELEVATIONS... 11-15-2024

FLOOD ZONE: X/AE
COMMUNITY NUMBER: 125123
PANEL: 12011C0378
SUFFIX: J
BASE FLOOD ELEVATION: 6
FLOOD FIRM DATE: 07-31-2024
FLOOD FIRM REV. DATE: 07-31-2024

ORIGINATION BENCHMARK
BROWARD COUNTY
BENCHMARK "PF 4"
N.A.V.D. ELEVATION = 8.42'

LEGEND

A/C AIR CONDITIONER
B.F.P. BACKFLOW PREVENTER
C.B.S. CONCRETE BLOCK STRUCTURE
E.F. ELEVATION
F.F. FINISHED FLOOR
I.D. IDENTIFICATION
L.B. LENGTH
L.B. LICENSED BUSINESS
M. MEASURED
N.A.V.D. NORTH AMERICAN VERTICAL DATUM
N.G.S. NATIONAL GEODETIC VERTICAL DATUM
O.R.B. OFFICIAL RECORDS BOOK
P.B. PLAT
P.R.M. PERMANENT REFERENCE MONUMENT
P.G. PAGE
P.B. PARKER KYLON NML
R. RADIUS
C. CENTERLINE
AND NUMBER
Δ DELTA OR CENTRAL ANGLE
CONCRETE
CHAIN LINK FENCE
WOOD FENCE
MISCELLANEOUS FENCE
UTILITY EASEMENT
DRAINAGE EASEMENT
D.E. DRAINAGE EASEMENT



SURVEYORS CERTIFICATE
I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY
IS A TRUE AND CORRECT REPRESENTATION OF A
SURVEY PREPARED UNDER MY DIRECTION.
NOT VALID WITHOUT AN AUTHENTICATED ELECTRONIC
SIGNATURE AND WITHOUT AN AUTHENTICATED ELECTRONIC SEAL,
OR A RAISED EMBOSSED SEAL AND SIGNATURE.

(SIGNED)
DAVID G. CUTLER
PROFESSIONAL SURVEYOR AND MAPPER #5593



LB. 7463 PHONE: 561.640.4800 FAX: 561.640.0576

6250 N. MILITARY TRAIL
SUITE 102
WEST PALM BEACH, FL 33407
www.compasssurveying.net

C-64382
07/16/2024
1 OF 1
1"=25'

BOUNDARY SURVEY WITH TOPOGRAPHY OF
231 LAKE COURT
FORT LAUDERDALE, FL 33308
PREPARED FOR
MICHAEL GEORGE

WATER WORK

LAKE CT

0 100

1 2 3 4 5

Scale $1'' = 30'$ 



Lot 5, Block 3, SILVER SPRINGS,
SECTION OF LAUDERDALE BY THE SEA,
UNIT "A", according to the plat
thereof recorded in Plat Book 26,
Page 39, of the public records of
Broward County, Florida.

LAUDERDALE-BY-THE-SEA,
BROWARD COUNTY, FLORIDA

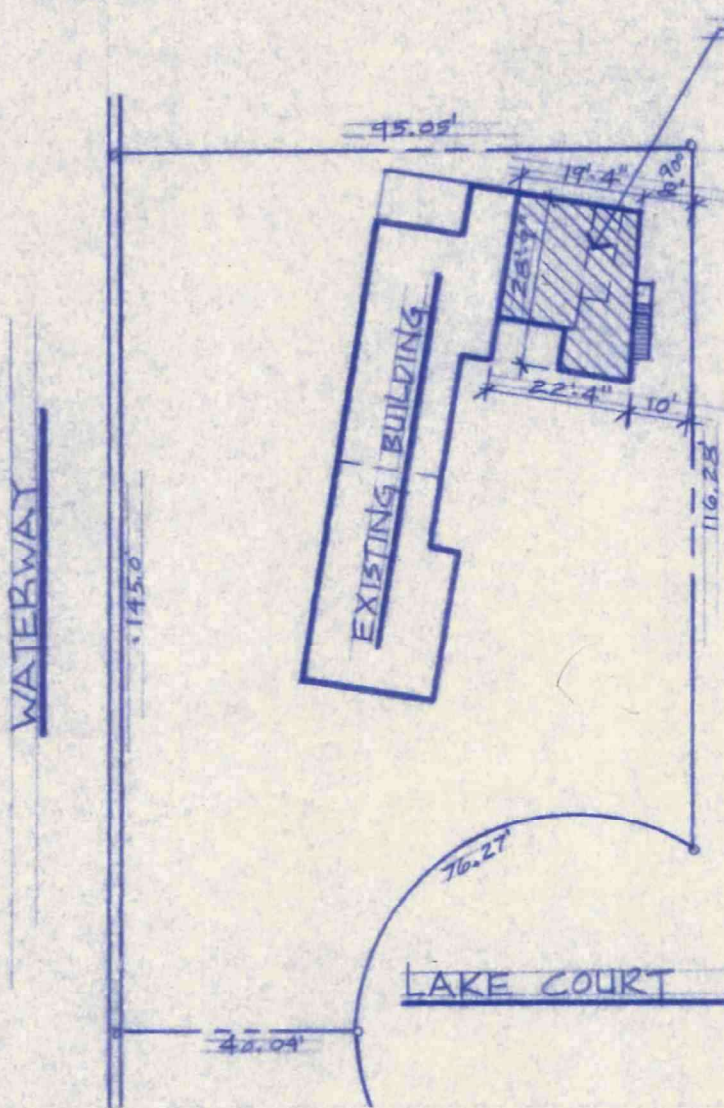
Existing City
Water Meter &
City Sewer

LAKE CT.

Existing
2 Parking Space
2 Power Pole

WATERWAY

Plot Plan 1" = 30'



LEGAL DESCRIPTION:

LOT 5, BLK. 3, SILVER SHORES,
SECTION OF LAUDERDALE BY
THE SEA, UNIT "A", PLAT BOOK
28, PAGE 39, BROWARD
COUNTY, FLORIDA

SURVEY NOTE:

THE SITE PLAN DATA SHOWN IS
TAKEN FROM A SURVEY PREPARED
BY McLAUGHLIN ENGINEERING
CO., FT. LAUDERDALE, FL.; FIELD
BOOK NO. 314-59; JOB ORDER NO.
A-506; DATED OCTOBER 12, 1956.



SITE PLAN

1" = 30'



EXISTING FRONT - SOUTH VIEW



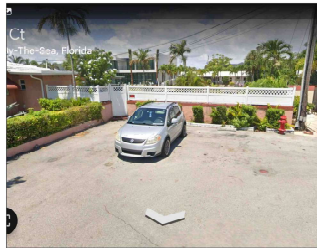
EXISTING LEFT SIDE - WEST VIEW



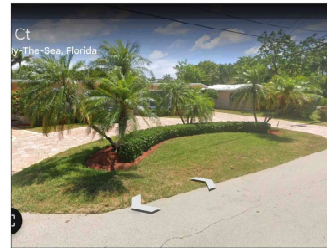
EXISTING REAR - NORTH VIEW



EXISTING RIGHT SIDE - EAST VIEW



ADJACENT PROPERTY - SOUTH



ADJACENT PROPERTY - EAST

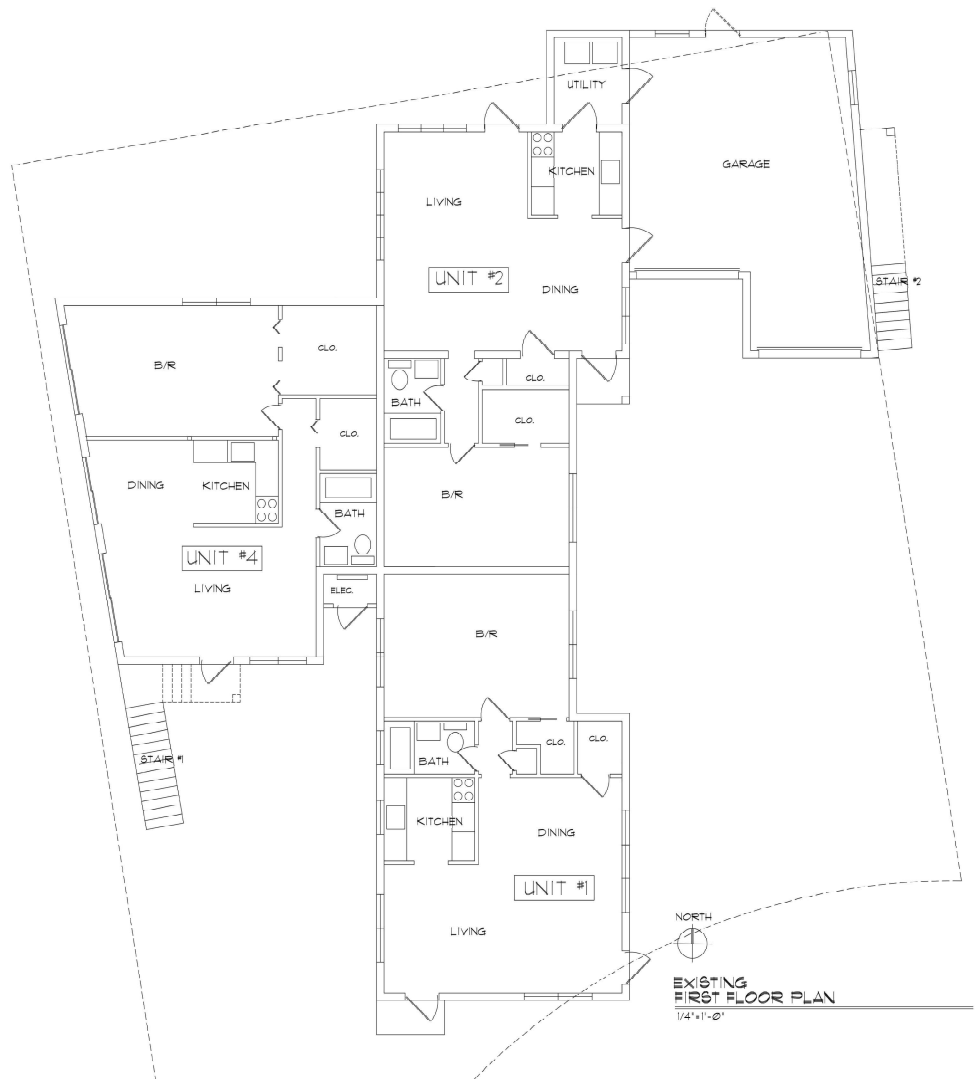


MARK THOMAS BUDD, ARCHITECTURE
 2741 COMMERCE BLVD. SUITE 200
 MIAMI BEACH, FLORIDA 33508
 (305) 798-6570
 F.L.A. REG. #AR-5549
 I am a duly Licensed Architect in the State of Florida.
 I hereby certify that I am the author of the design and drawings herein.
 I am a duly Licensed Architect in the State of Florida.
 I hereby certify that I am the author of the design and drawings herein.

3
 APARTMENT BUILDING
 ADDITION & RENOVATIONS
 23 LAKE COURT
 LAUDERDALE BEACH, FLORIDA

DATE: 3-28-20
 REVISIONS:

SHEET
 1 OF 1



EXISTING
FIRST FLOOR PLAN
1/4"=1'-0"

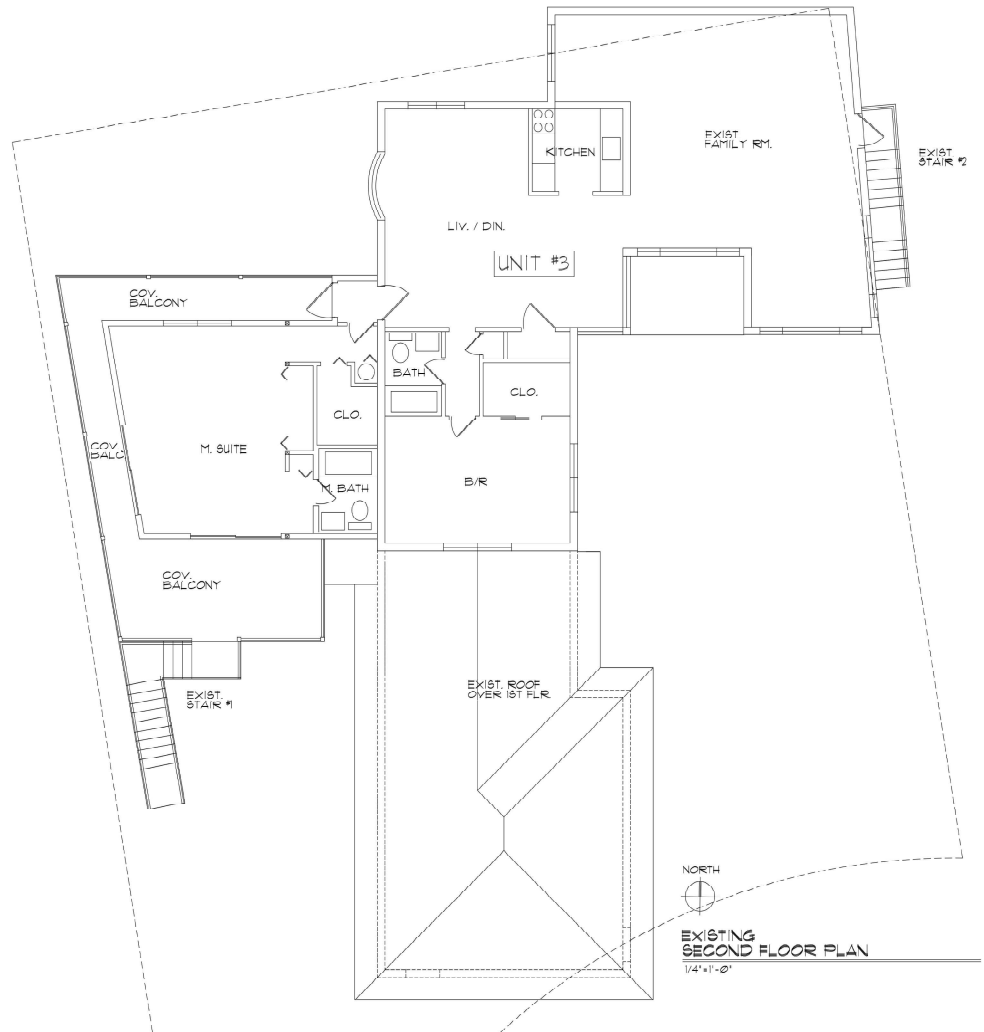
PROJECT:
 GEORGE RESIDENCE ADDITION
 131 LAKE COURT
 LAUDERDALE BEACH, FLORIDA

DATE: 11-15-18
REVISIONS:

SHEET
 EX- 1
 OF 2

MARK THOMAS BUDD, ARCHITECTURE
 2411 WILLOW BLVD. SUITE 100
 (954) 798-8070
 FLA. REG. #AB-5648

 I, the undersigned, being a duly qualified and licensed Professional Engineer in the State of Florida, do hereby certify that I am the author of the design and construction of the above described project, and that I am a duly qualified and licensed Professional Engineer in the State of Florida.



DRAWN BY: M.T.B.

DATE: 10-10-10

REVISIONS:

PROJECT: GEORGE RESIDENCE ADDITION

LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

CLIENT: JAMES COOPER

DESIGNED BY: M.T.B.

DATE: 10-10-10

REVISIONS:

PROJECT: GEORGE RESIDENCE ADDITION

LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

CLIENT: JAMES COOPER

DESIGNED BY: M.T.B.

DATE: 10-10-10

REVISIONS:

PROJECT: GEORGE RESIDENCE ADDITION

LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

CLIENT: JAMES COOPER

DESIGNED BY: M.T.B.

DATE: 10-10-10

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PROJECT: GEORGE RESIDENCE ADDITION

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DESIGNED BY: M.T.B.

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CLIENT: JAMES COOPER

DESIGNED BY: M.T.B.

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PROJECT: GEORGE RESIDENCE ADDITION

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CLIENT: JAMES COOPER

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PROJECT: GEORGE RESIDENCE ADDITION

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LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

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LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

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DESIGNED BY: M.T.B.

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DATE: 10-10-10

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LOCATION: 11111 N. W. 11th Ave., Fort Lauderdale, FL 33309

CLIENT: JAMES COOPER

DESIGNED BY: M.T.B.

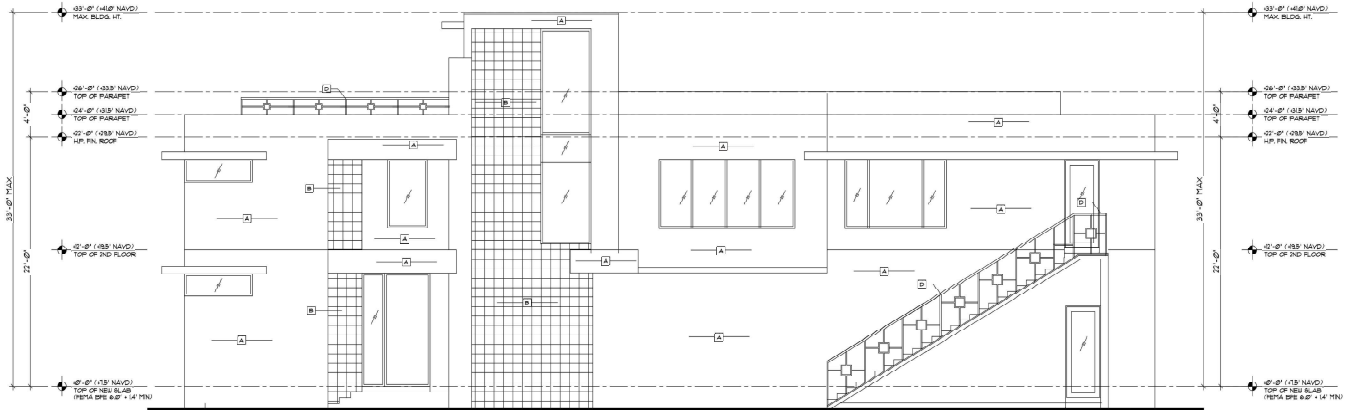
DATE: 10-10-10

REVISIONS:





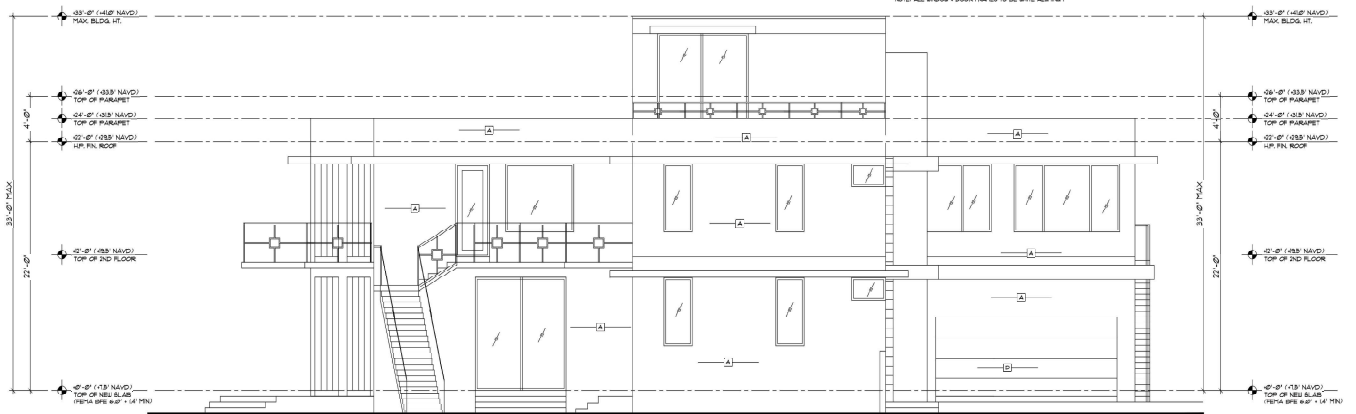




RIGHT SIDE / EAST

MATERIALS & COLOR SCHEDULE			
MARK	DESCRIPTION	MATERIAL	COLOR
(A)	SMOOTH PAINTED STUCCO FINISH (SEE WALL & PAINTED STUCCO PROJECT PAGE)	BENL MOORE - CHARITTY LAKE	
(B)	CORAL STONE VENEER	KEYSTONE CORAL	BEIGE TAN
(C)	ALUM. GUTTER & DOWNSPUT	ALUMINUM	WHITE
(D)	ALUM. ON GUARDE DOOR	ALUMINUM	WHITE
(E)	ALUMINUM & GLASS GUARDRAIL	ALUMINUM FRAME @ 12" TYP. GL.	BENL MOORE - PINK

NOTE: ALL WINDOWS & DOOR FRAMES TO BE WHITE ALUMINUM



FRONT / SOUTH

EXTERIOR ELEVATIONS

1/4" = 1' - 0"

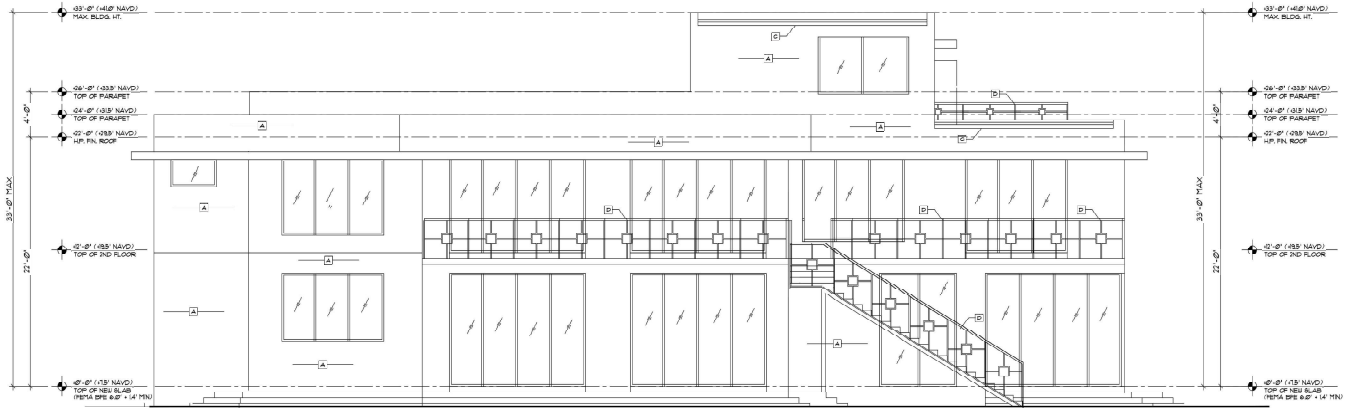


MARK THOMAS BUDD, ARCHITECTURE
2741 COMMERCE BLVD. STE. 200, FORT LAUDERDALE, FL 33308
(954) 799-6970
F.L.A. REG. #AB-5649
I am a duly Licensed Professional Architect in the State of Florida and I hereby certify that I am the author of the design and content of the drawings herein and that I am a duly Licensed Professional Architect in the State of Florida and I hereby certify that I am the author of the design and content of the drawings herein.

PROJECT:
GEORGE REGENCY ADDITION
733 LAKE COURT
LAUDERDALE BY THE SEA, FLORIDA

DATE: 8-2-20
DATE: 8-2-20
DATE: 8-2-20

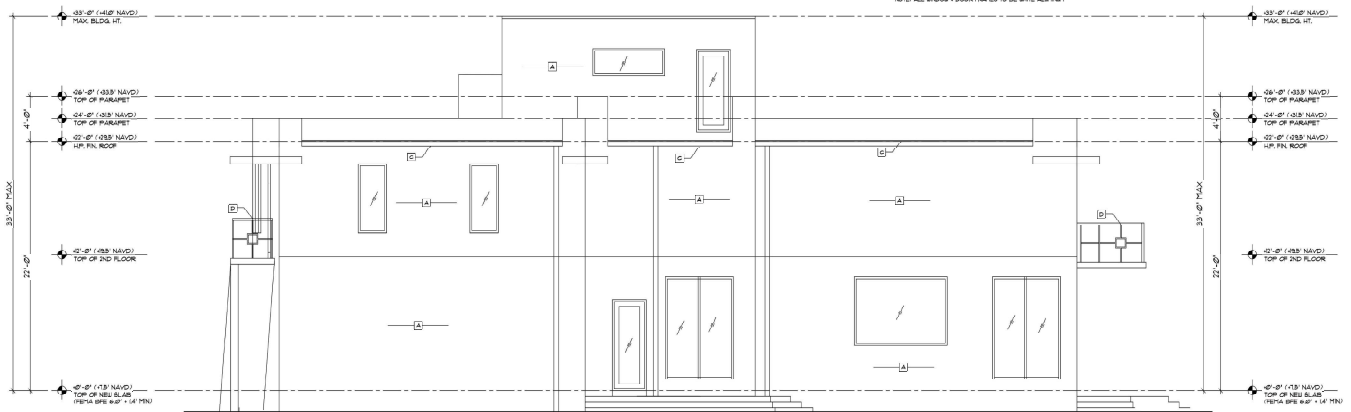
SHEET
A - 4
OF 5



LEFT SIDE / WEST

MATERIALS & COLOR SCHEDULE			
MARK	DESCRIPTION	MATERIAL	COLOR
[A]	SMOOTH PAINTED STUCCO FINISH	SMOOTH PAINTED STUCCO (PROJECT FINISH)	BENL MOORE - CHARVILLY LAKE
[B]	CORAL STONE VENEER	KEYSTONE CORAL	BESSE TAN
[C]	ALUM. GUTTER & DOWNSPOUT	ALUMINUM	WHITE
[D]	ALUM. OIL GUARDIAN DOOR	ALUMINUM	WHITE
[E]	ALUMINUM & GLASS GUARDRAIL	ALUMINUM FRAME @ 12" TYP. GL.	BENL MOORE - PINK

NOTE: ALL WINDOWS & DOOR FRAMES TO BE WHITE ALUMINUM



REAR / NORTH

EXTERIOR ELEVATIONS
1/4"=1'-0"



MARK THOMAS BUDD, ARCHITECTURE
2741 COMMALE HT. NE, SEA, FLORIDA 33508
(854) 798-4570
FLA. REG. #AB-5549

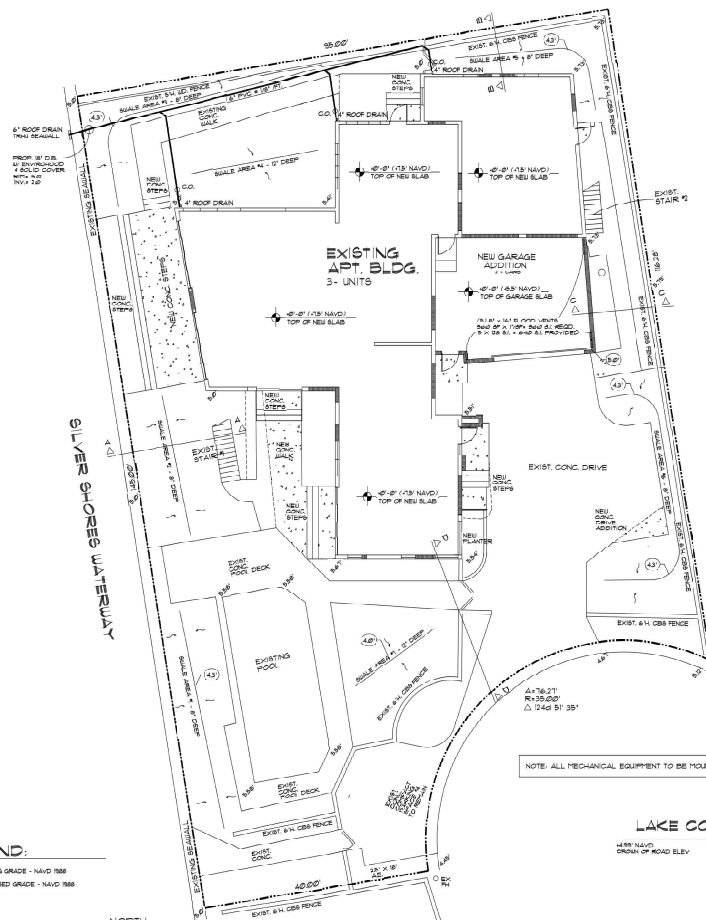
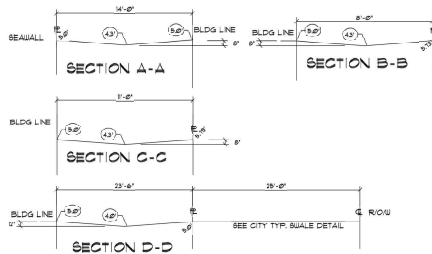
PROJECT:
GEORGE REGENCY ADDITION
131 LAKE COURT
LAUDERDALE BEACH, FLORIDA



DATE: 8-12-20
REVISIONS:

SHEET
A OF 1

SITE AREA :	12,592 SF / 28 ACRES
BUILDING FOOTPRINT :	3,006 SF
DRIVE, POOL, DECK, UTIL. SLAB AREA AND 15% OF PAVEMENT AREA :	8,958 SF TOTAL
PERVIOUS AREA :	3,161 SF
1. OVER ENTIRE SITE - ROOF AREA :	3,146 SF X .08" = 732 CF
2.107 OVER PAVEMENT AREA - ROOF AREA :	8,978 SF X .20" = 1,247 CF
1.47 CF REQUIRED	
RAINFALL AREA * A = 544.5 SF X .0647/2 :	175 CF
DUALINE AREA * B = D * D SF X .036/2 :	1875 CF
DUALINE AREA * C = 499 SF X .036/2 :	243 CF
DUALINE AREA * D = 480 SF X .107/2 :	249 CF
DUALINE AREA * E = 544.5 SF X .0647/2 :	180 CF
DUALINE AREA * F = 244 SF X .107/2 :	160 CF
DUALINE AREA * G = 440 SF X .107/2 :	210 CF
TOTAL RETAINAGE PROVIDED :	1,373 CF



NOTE: ALL MECHANICAL EQUIPMENT TO BE MOUNTED @ +1.5' NAVD MIN.

LAKE COURT

CROWN OF ROAD ELEV.

SITE PAVING & DRAINAGE PLAN

$$V\theta' = I' - \phi'$$


DIGITAL SIGNATURE

A. REC. #AR-9549

MARK THOMAS BUDD, ARCHITECT
224 COMMERCIAL BLVD.
LAUDERDALE BY THE SEA, FLORIDA 33308
(854) 798-6570 FL

231 APARTMENT BUILDING
ADDITIONS & REMODELING
231 LAKE COURT
ALICE CALDWELL
ALICE CALDWELL REAL ESTATE



DATE: 8-2-15
REVISIONS:
1

SHEET

61

3-1

OF 1