



**REGULAR MEETING OF
THE DEVELOPMENT REVIEW COMMITTEE
MINUTES**

Tuesday, October 25, 2016

10:00 AM

City of Margate
Municipal Building

PRESENT:

Ben Ziskal, AICP, CECD, Director of Economic Development
Andrew Pinney, Associate Planner
Kevin Wilson, Fire
Tom Vaughn, Building Department
Jeanine Athias, Engineering
Lt. Joe Galaska, Police Department
Lt. Paul Fix, Police Department
Dan Topp, Code Compliance Officer
Diane Colonna, CRA Executive Director

ALSO PRESENT:

Antonio Quevedo, HSQ Group, Inc.
Phil Hylander, Margate-Coconut Creek Kiwanis
Pauline Cobble, Relay for Life
Alaynah Allen, American Cancer Society
Tom Coccia, organizer for car and motorcycle show

ABSENT

Mary Langley, Building Director
Abraham Stubbins, Utilities
Sam May, Director of Public Works
Michael Jones, Director of Parks and Recreation

The regular meeting of the Margate Development Review Committee (DRC), having been properly noticed, was called to order by Ben Ziskal at **10:00 AM on Tuesday, October 25, 2016**, in the Commission Chambers at City Hall, 5790 Margate Boulevard, Margate, FL 33063.

- 1) APPROVAL OF THE MINUTES FROM THE DRC MEETING HELD ON SEPTEMBER 27, 2016.

The minutes for September 27, 2016 were approved as written.

- 2) NEW BUSINESS

Economic Development Department

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City Commission

Mayor Tommy Ruzzano
Vice Mayor Joyce W. Bryan
Lesa Peerman
Joanne Simone
Frank B. Talerico

City Manager

Douglas E. Smith

City Attorney

Douglas R. Gonzales

City Clerk

Joseph J. Kavanagh

- 2A) **DRC NO. 10-16-02:** CONSIDERATION OF A SITE PLAN AMENDMENT FOR TOSCANA PARK VILLAS, LLC
LOCATION: 3050 TOSCANA LANE WEST, MARGATE
ZONING: TRANSIT ORIENTED CORRIDOR-GATEWAY (TOC-G)
LEGAL DESCRIPTION: PARCEL "A" OF "NEWTN PLAT", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 173, PAGE 36 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.
PETITIONER: ANTONIO QUEVEDO, P.E., HSQ GROUP, INC.

Antonio Quevedo explained that they had recently finished the Toscana Park project. He said the current property owner would like to add some additional parking spaces throughout the site. He showed an image of the site plan and explained that the plan had been mostly kept intact. He said they paved and added parallel parking spaces along an island area that used to be a stabilized fire access which he pointed out on the site plan. He said there were also a few other areas where they added parking spaces by reducing the size of some of the islands. He said the modifications were very minor overall, they avoided any utility conflicts, and they still met all the other requirements for open space, impervious areas, etc.

DRC Comments:

Tom Vaughn advised that a striping permit would be needed. He said a plan review would be done at that time to ensure they had the correct ratio for the handicap parking spaces.

Kevin Wilson asked if they would be paying to replace the stabilized subgrade that they would be removing. Mr. Quevedo said they would replace it. Mr. Wilson said the entire width of the driveway, other than the parking spaces, needed to be "firelaned" with striping and the appropriate signage. Mr. Wilson said that "Fire Lane-No Parking" striping needed to be added wherever there were fire hydrants in the community. He mentioned that multiple fire hydrants had been blocked the previous week.

Dan Topp had no comment.

Andrew Pinney provided the following comments:

-noted that a 19-foot "no parking" area was required at the beginning of a row of parallel parking. He provided a print-out of the Reference Table P from the parking requirements section of the Zoning Code for the proposed parallel parking spots.

-asked if the parallel parking spaces would affect the drive isle width. Mr. Quevedo said it would be made one-way and the dimension would be shortened to 18-foot instead of the 22-foot that was approved. Mr. Pinney referenced Table P and pointed out that the 90 degree parking stalls were supposed to have a 22-foot drive isle regardless of whether they were one-way or two-way. Mr. Quevedo asked if a variance could be done; Mr. Pinney said he could explore doing so.

-asked if the width of the median was being reduced to 7.4 foot. Mr. Quevedo responded that 7.4 foot was correct.

-asked that they update the interior landscape calculation. He referenced the final site plan from 2014 and asked them to verify the numbers.

-indicated that the photometric plan did not include any lighting values. He said the Code allowed them to have a design professional test and certify the lighting which he said might be an easier way for them to test it.

Jeanine Athias asked whether they had run their plan to add parking spots by the County for stormwater management. Mr. Quevedo said they planned to provide a letter when they went for permitting. Ms. Athias asked that they also provide a copy of it to the City.

Lt. Joe Galaska had no comments.

Lt. Paul Fix had no comments.

Diane Colonna had no comments.

Ben Ziskal, having nothing further to add, asked that they provide the documentation required by the various departments. Once the plans were finalized, he said they must submit three final site plans, signed and sealed, to Economic Development where they would be circulated for final sign off, and then they could proceed to permitting.

- 2B) **DRC NO. 10-16-04:** CONSIDERATION OF AN OUTDOOR EVENT "TRUNK OR TREAT" CAR AND MOTORCYCLE SHOW BENEFITING ABI'S PLACE ON OCTOBER 29, 2016
LOCATION: 5200 WEST SAMPLE ROAD, MARGATE
ZONING: B-3 LIBERAL BUSINESS
LEGAL DESCRIPTION: PORTIONS OF PARCELS "A" AND "B" OF "CORAL GATE SECTION 9", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 146, PAGE 2, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.
PETITIONER: MARK ALSENTZER, OWNER OF 5200 SAMPLE ROAD, LLC

Tom Coccia, on behalf of Mark Alsentzer, Chevron, advised that they planned to hold a classic car show on Saturday at the Tire Plus location. He referenced the site plan and indicated that they would have a small amount of cars around the canopy. He said the owner was closing down the gas station for the event and Tires Plus was providing public parking. He said the event would run from 11:00 a.m. to 4:00 p.m. and they had almost 40 volunteers. He said they hoped for a nice crowd as it was a benefit for Abi's Place, a school in Coral Springs that drew kids from surrounding cities that had certain disabilities and did not attend public school.

DRC Comments:

Tom Vaughn had no comments.

Kevin Wilson had no comments.

Dan Topp stated that he had noticed several dumpsters that were outside of their enclosures at both locations and he advised that the dumpsters needed to be completely within the enclosures. Mr. Coccia said that the dumpsters had been placed back inside recently.

Andrew Pinney referenced the notation in the petitioner's request letter that stated they anticipated attendance of 200-300 people and he asked if they had a back-up parking plan. Mr.

Coccia responded that the area behind Tires Plus and around it could hold about 120 cars. He said they overestimated the number of attendees noting that there was a possible weather issue that could impact it and they had a limited number of cars. He said the rule of thumb was to expect two times the number of cars. He said the number should be 100. He said the volunteers would be parking in his complex, the Fiesta development, around the corner and his nephew was going to provide a shuttle service.

Mr. Pinney advised that the consent letters that were in the back-up needed to come from the property owners of record for Tires Plus and the Chevron station. Mr. Coccia said the owners were in Georgia and they provided full autonomy to both managers that owned the locations; he said they could provide verbal notification. Mr. Pinney asked if they could provide a Letter of Agent or similar from the landlord that documented that authority.

Jeanine Athias asked if they would have barricades to protect people from the traffic flow. Mr. Coccia said they had 82 cones that would be placed in those areas where traffic was being directed to park.

Lt. Joe Galaska said he had spoken to the event organizer and he did not see a need for detail.

Lt. Paul Fix had no comments.

Diane Colonna had no comments.

Ben Ziskal advised that access to all handicap parking spaces must remain open and unblocked while routing traffic in the area. He asked that they provide the documentation from the property owners as requested.

Mr. Coccia commented that Abi's Place would be providing additional handicap parking spots.

- 2C) **DRC NO. 10-16-05:** CONSIDERATION OF AN OUTDOOR EVENT FOR THE KIWANIS ANNUAL CHRISTMAS TREE SALES NOVEMBER 18, 2016 THROUGH DECEMBER 24, 2016
LOCATION: 911 NORTH STATE ROAD 7
ZONING: TRANSIT ORIENTED CORRIDOR-CITY CENTER (TOC-CC)
LEGAL DESCRIPTION: MARGATE 3RD ADDITION, LOT 8, BLOCK 1, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 44, PAGE 48, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.
PETITIONER: PHIL HYLANDER, PRESIDENT, MARGATE-COCONUT CREEK KIWANIS

Phil Hylander said the event was the Kiwanis annual tree sale that they had held for the past 15-16 years in a different location. He said it would be a similar operation that included: a couple of tents with shade netting between them; two FPL drops in different locations; bathroom facilities; event managers that would be staying on site in an RV; and, a temporary meter for water. He said it was the same event that they had done for years, but in a different location.

DRC Comments:

Tom Vaughn asked if the FPL temporary power was new or existing. Mr. Hylander said that it would be new and they had an electrician who would submit for permits. He said the tents would be certified fire resistant.

Kevin Wilson had no comments.

Dan Topp had no comments.

Andrew Pinney advised of the following Zoning Code requirements:

- outdoor events were limited to no more than 15 days per event
- only four events of the same type were allowed per year on each property. He noted, for the record, that three of the tree sale event credits would be being used on the subject property.
- insurance listing the City of Margate as Additional Insured was required. He said a Certificate of Insurance was provided but it did not list the City of Margate as Additional Insured.

Mr. Hylander said the insurance company was in North Carolina and that there was some regulation in that state where they named the insured as Certificate Holders instead of Additional Insured. He said that was how the insurance had been submitted and accepted in the past.

Jeanine Athias had no comments.

Lt. Joe Galaska had no comments.

Lt. Paul Fix had no comments.

Diane Colonna confirmed that the CRA approved use of the property.

Ben Ziskal said he recalled that there was something different about insurance in North Carolina; he said he would review the document with the City Attorney and advise if anything further was needed.

- 2D) **DRC NO. 10-16-06:** CONSIDERATION OF AN OUTDOOR EVENT FOR COCONUT CREEK/MARGATE RELAY FOR LIFE ON DECEMBER 3, 2016
LOCATION: 1000 NORTH STATE ROAD 7
ZONING: TRANSIT ORIENTED CORRIDOR-CITY CENTER (TOC-CC)
LEGAL DESCRIPTION: PARCEL "A" OF THE "MARGATE 3RD ADDITION", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 44, PAGE 48, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.
PETITIONER: PAULINE COBBLE FOR COCONUT CREEK/MARGATE RELAY FOR LIFE

Pauline Cobble, on behalf of Coconut Creek/Margate Relay For Life, explained that they were hosting a car and craft show as a fundraiser for the American Cancer Society. She said they had about 30 vendors planned and they were expecting about 100 cars. She showed the proposed site plan which showed parking at one end of the property. She said they would have one-way traffic flow entering to the right and going around the back of the property. She said they had ten designated handicapped parking spaces on the opposite end. She said they would have barricades and cones to block off the event area and they had volunteers that would coordinate the parking and direct traffic. She said they also had a comfort zone with portolets.

DRC Comments:

Tom Vaughn had no comments.

Kevin Wilson had no comments.

Dan Topp had no comments.

Andrew Pinney commented that the insurance certificate was missing. Alaynah Allen responded that they would have \$3 million of insurance but they could not obtain the certificate until two weeks prior to the event. Mr. Pinney said that was fine as long as it was received prior to permitting for the event and the City of Margate was listed as Additional Insured.

Jeanine Athias had no comments.

Lt. Joe Galaska had no comments.

Lt. Paul Fix had no comments.

Diane Colonna said the CRA had approved the use of the property for the event.

Ben Ziskal said he had nothing further to add and asked that they provide the insurance documentation as stated.

3) GENERAL DISCUSSION

There was no discussion.

There being no further business, the meeting adjourned at 10:24 AM.

Respectfully submitted,

Prepared by: Rita Rodi

Benjamin J, Ziskal, AICP, CECD
Director of Economic Development

Date: _____