



**REGULAR MEETING OF
THE PLANNING AND ZONING BOARD
MINUTES**

Tuesday, February 7, 2017

7:00 PM

City of Margate
Municipal Building

City Commission

Mayor Tommy Ruzzano

Vice Mayor Arlene R. Schwartz

Anthony N. Caggiano

Lesa Peerman

Joanne Simone

City Manager

Douglas E. Smith

City Attorney

Douglas R. Gonzales

City Clerk

Joseph J. Kavanagh

PRESENT:

Todd E. Angier, Chair
Teresa DeCristofaro, Vice Chair
Catherine Yardley

ALSO PRESENT:

Benjamin J. Ziskal, AICP, CECD, Director of Economic Development
Timothy Finn, Senior Planner
Andrew Pinney, Associate Planner
Reddy Chitepu, Director of Environmental and Engineering

ABSENT:

Phil Hylander

The regular meeting of the Planning and Zoning Board of the City of Margate, having been properly noticed, was called to order by Chair Todd Angier at 7:00 p.m. on Tuesday, February 7, 2017. The Pledge of Allegiance was recited, followed by a roll call of the Board members.

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- 1A) APPROVAL OF THE MINUTES FROM THE PLANNING AND ZONING BOARD MEETING ON DECEMBER 6, 2016
- 1B) APPROVAL OF THE MINUTES FROM THE PLANNING AND ZONING BOARD MEETING ON JANUARY 3, 2017

Mrs. Yardley made the following motion seconded by Mrs. DeCristofaro for both sets of minutes:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mrs. DeCristofaro, Yes; Mr. Hylander, Absent; Mrs. Yardley, Yes; Mr. Angier, Yes. The motion passed with a 3-0 vote.

Economic Development Department

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2) NEW BUSINESS

- 2A) **PZ-03-17** CONSIDERATION OF AN **ORDINANCE** AMENDING CHAPTER 14 FIRE HYDRANTS AND DELETING SECTION 39.4.1 ENFORCEMENT OF FIRE HYDRANT REQUIREMENTS OF THE CODE OF ORDINANCES
PETITIONER: CITY OF MARGATE, DEPARTMENT OF ENVIRONMENTAL AND ENGINEERING

Reddy Chitepu, Director of Environmental and Engineering, explained that the purpose of the amendment was to update the language in Chapter 14 as well as to add some new definitions to reflect current standards on various specifications that had changed over the past twenty years. He said his department had been doing a lot of new water main replacements throughout the City, and the changes to the ordinance would enable them to meet the current standards. He said the new system was being designed based on the requirements currently being used in the industry.

Mrs. DeCristofaro commented that Chief Booker had given his approval that it would provide adequate flow for the Fire Department's purposes.

Mrs. DeCristofaro made the following motion, seconded by Mrs. Yardley:

MOTION: TO APPROVE

ROLL CALL: Mrs. DeCristofaro, Yes; Mr. Hylander, Absent; Mrs. Yardley, Yes; Mr. Angier, Yes. The motion passed with a 3-0 vote.

- 2B) **PZ-04-17** CONSIDERATION OF AN **ORDINANCE** TO AMEND THE EXPEDITED REVIEW TIME LIMITS AND FEES FOR OUTDOOR EVENTS AND DEVELOPMENT PROPOSALS SUBMITTED TO DEVELOPMENT REVIEW COMMITTEE
PETITIONER: CITY OF MARGATE, DEPARTMENT OF ECONOMIC DEVELOPMENT

Timothy Finn, showed a PowerPoint presentation and stated that the Economic Development Department recommended that the Planning and Zoning Board recommend approval of the proposed revisions to the ordinance which included:

- 1) The deletion of provisions pertaining to expedited reviews and fees in Chapter 31, Sections 31-34 and 31-39 of the Margate Code of Ordinances with regard to development review applications, i.e., plats, site plans, special exceptions, etc., that were submitted less than thirty days prior to a Development Review Committee (DRC) meeting, and the associated expedited review fees.
- 2) The deletion of provisions pertaining to expedited applications pertaining to outdoor events within Appendix A Zoning; Section 3.24.

He gave some background on the item noting that the expedited review process was added to the Code during the recession when there were few development applications and outdoor event requests being submitted. He said that there had been an increase in outdoor events and development applications in the in the last few years. He pointed out that Margate had had one of the lowest DRC fees in the County which has served as an incentive to assist with the development process. However, he said almost every applicant was willing to pay the double fee in order to be heard with two weeks of the DRC meeting. This has placed an unnecessary

burden on all the departments to quickly review projects and outdoor event applications and to provide thorough comments he said.

Mr. Finn said that the text amendment proposed that the expedited review process be removed from the entire development review process as well as the processing of applications for outdoor events. All development proposals and outdoor events must be submitted 30 days prior to any DRC, Planning and Zoning and City Commission meetings. He said this change would allow staff the adequate time to conduct thorough reviews and prepare formal staff reports.

He said the analysis of the standards for reviewing proposed amendments to the text of the Code of Ordinances were met in that the proposed amendment was:

- 1) legally required;
- 2) consistent with the goals and objectives of the Comprehensive Plan;
- 3) consistent with the authority and purpose of the Code of Ordinances;
- 4) furthered the orderly development of the City of Margate
- 5) improved the administration or execution of the development process in that it provided Staff with clear and legally enforceable guidelines for reviewing development proposals and outdoor events.

Mr. Finn said that Staff recommended that the Planning and Zoning Board approve the proposed ordinance amending the aforementioned sections of the Code of Ordinances pertaining to expedited reviews.

Mrs. DeCristofaro asked if this would eliminate the last minute requests sometimes received at commission meetings for events. Mr. Finn said that every application would need to be submitted 30 days prior to the event.

Mr. Angier asked if an emergency clause should be included in the event there was an emergency item presented less than 30 days prior to DRC.

Ben Ziskal responded that in the case of an emergency, a Special Meeting could be called as long as public notice was posted 48 hours prior to the meeting. He said that this item was meant for the regular scheduled meetings and was a way to eliminate the volume of applications being submitted via the expedited review process because the fees for doing so were so low. He said it was unlikely that any site plan review would be an emergency, but if there were an emergency event, the existing provision for an Emergency Meeting could be used.

Mrs. DeCristofaro made the following motion, seconded by Mrs. Yardley

MOTION: TO APPROVE

ROLL CALL: Mrs. DeCristofaro, Yes; Mr. Hylander, Absent; Mrs. Yardley, Yes; Mr. Angier, Yes. The motion passed with a 3-0 vote.

3) **GENERAL DISCUSSION**

(TO BE COMPLETED)

There being no further business, the meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Prepared by Rita Rodi

Todd E. Angier, Chair

DRAFT