



**SUMMARY OF THE MINUTES  
 PLANNING AND DEVELOPMENT BOARD  
 SEPTEMBER 8, 2016 – 6:00 P.M.  
 CITY OF HOLLYWOOD  
 COMMISSION CHAMBERS – ROOM 219  
 2600 HOLLYWOOD BOULEVARD  
 HOLLYWOOD, FLORIDA 33020**

**A. ADMINISTRATION**

1. Pledge of Allegiance

The Pledge of Allegiance was said in unison.

2. Roll Call

The regular meeting of the Planning and Development Board was called to order by John Passalacqua on Thursday, **July 14, 2016, 2014 at 6:04 pm** in Room 219, 2600 Hollywood Blvd., Hollywood, Florida, with the following members present:

Lise Bazinet	Present	Ed O'Donnell	Present
Ken Crawford	Present	John Passalacqua	Present
Kristin-Herman-Druck	Present	Diana Pittarelli	Present
Clifford Germano	Present	Shannon Stough	Present
David McLeod	Present		

Development Services – Planning Division Staff present:

Leslie A. Del Monte	Planning Manager, Planning Division	Present
Alexandra Carcamo	Planning Administrator, Planning Division	Present
Karina da Luz	Planning Administrator, Planning Division	Present
Arceli Redila	Planning Administrator, Planning Division	Present
Madeline Stanley	Administrative Secretary, Planning Division	Present

Also Present:

Jeff Sheffel	City Attorney, Office of the City Attorney
Lorie Mertens-Black	Chief Civic Affairs Officer, Office of the City Manager
Thomas Barnett	Director, Development Services
Andria Wingett	Assistant Director, Development Services
Clarissa Ip	Engineering Support Services Manager, Development Services

3. APPROVAL OF THE **JULY 14, 2016 MEETING MINUTES**  
**MOTION WAS MADE BY SHANNON STOUGH AND SECONDED BY KRISTIN HERMAN-DRUCK TO APPROVE THE MINUTES OF THE JULY 14, 2016 MEETING. MOTION PASSED UNANIMOUSLY.**
4. Review of projects before the Technical Advisory Committee  
 None.
5. Summary of the City Commission actions:  
 None.

6. Additions, Deletions, Withdrawals, and Continuances:  
None.
7. City Attorney Announcements  
Jeff Sheffel, City Attorney informed the Board of Quasi-Judicial Proceedings.

## **B. APPLICATIONS**

1. **FILE NO:** 16-T-58  
**APPLICANT:** City of Hollywood  
**LOCATION:** Citywide  
**REQUEST:** A Text Amendment to Article 8 Sign Regulations, of the Zoning and Land Development Regulations, amending regulations relative to murals city-wide and expanding the boundaries of the CRA Mural Program.

John Passalacqua read the Application.

Karina da Luz, Planning Administrator, made a presentation and answered questions from the Board.

Leslie A. Del Monte, Planning Manager, spoke and answered questions from the Board.

Lorie Mertens-Black, Chief Civic Officer, spoke and answered questions from the Board.

John Passalacqua opened the meeting to public comments. There was none.

John Passalacqua closed the public comment portion.

Board discussion ensued.

**MOTION WAS MADE BY KRISTIN HERMAN-DRUCK AND SECONDED BY SHANNON STOUGH TO FORWARD A RECOMMENDATION OF APPROVAL TO THE CITY COMMISSION WITH THE FOLLOWING BOARD CONDITIONS: A) STAFF SUMMARY DEFINES NECESSARY TERMS; PROVIDES CLEAR CITY-WIDE PROCESS; AND INCLUDE NOTICING REQUIREMENTS; B) A MEMBER OF THE PLANNING AND DEVELOPMENT BOARD BE A PART OF THE ART WORK SELECTION COMMITTEE. MOTION PASSED UNANIMOUSLY BY ROLL CALL.**

2. **FILE NO:** 16-DPV-21 (**continued from July 19, 2016 meeting**).  
**APPLICANT:** Memorial Health Systems  
**LOCATION:** 1740 Sheridan Street  
**REQUEST:** Variances, Design, and Site Plan for an approximate 5,300 sq. ft. urgent care facility (Urgent Care Center – West Lake Commons).

John Passalacqua read the Application.

John Passalacqua asked Staff, the Applicant, and members of the public, if they wished to waive Quasi-Judicial Proceedings. Quasi-Judicial Proceedings were waived.

Karina da Luz, Planning Administrator, made a presentation and answered questions from the Board.

Clarissa Ip, Engineering Support Services Manager, answered questions from the Board.

Debbie Orshefsky, Attorney representing the Applicant, answered questions from the Board.

John Passalacqua opened the meeting to public comments. There was none.

In Favor of Item	Opposed to Item	Neither For Nor Against
John White Linda White		

John Passalacqua closed the public comment portion.

Board discussion ensued.

**MOTION WAS MADE BY SHANNON STOUGH AND SECONDED BY LISE BAZINET TO APPROVE THE VARIANCE, DESIGN, AND SITE PLAN. MOTION PASSED UNANIMOUSLY BY ROLL CALL.**

- 3. **FILE NO.:** 16-DPS-20  
**APPLICANT:** Lotus Capital Partners, LLC.  
**LOCATION:** 3800, 3802, 3810, 3814 Johnson Street  
**REQUEST:** Design and Site Plan Approval and for an approximate 6,500 sq. ft. addition to an existing office building and Special Exception for an associated at-grade parking lot.

John Passalacqua read the Application.

John Passalacqua asked Staff, the Applicant, and members of the public, if they wished to waive Quasi-Judicial Proceedings. Quasi-Judicial Proceedings were waived.

Arceli Redila, Planning Administrator, made a presentation and answered questions from the Board.

Clarissa Ip, Engineering Support Services Manager, answered questions from the Board.

Mary Farlander, Architect representing the Applicant, answered questions from the Board.

Charles Michelson, Architect representing the Applicant, answered questions from the Board.

John Passalacqua opened the meeting to public comments. There was none.

John Passalacqua closed the public comment portion.

Board discussion ensued.

**MOTION WAS MADE BY KRISTINE HERMAN-DRUCK AND SECONDED BY KEN CRAWFORD TO APPROVE DESIGN, SITE PLAN, AND THE SPECIAL EXCEPTION WITH STAFF CONDITIONS AND ADDITIONAL BOARD CONDITION: THE APPLICANT WORK WITH STAFF TO ENSURE LIGHTS ARE SHIELDED PROPERLY AND THAT RIGHT TURN ONLY SIGNS ARE PROVIDED ALONG JOHNSON STREET. MOTION PASSED 8-1 BY ROLL CALL.**

Lise Bazinet

Yes

Ken Crawford	Yes
Kristin Herman-Druck	Yes
Clifford Germano	No
David McLeod	Yes
Ed O'Donnell	Yes
Diana Pittarelli	Yes
Shannon Stough	Yes
John Passalacqua	Yes

4. **FILE NO:** 16-DP-39  
**APPLICANT:** Archdiocese of Miami  
**LOCATION:** 5220 Johnson Street  
**REQUEST:** Design and Site Plan for an approximate 17,000 sq. ft. building to include Rectory, Parish Office, Meeting Hall, and Chapel for an existing place of assembly (Nativity Catholic Church).

John Passalacqua read the Application.

John Passalacqua asked Staff, the Applicant, and members of the public, if they wished to waive Quasi-Judicial Proceedings. Quasi-Judicial Proceedings were waived.

Karina da Luz, Planning Administrator, made a presentation and answered questions from the Board.

Bruce Celinsky, Architect representing the Applicant, answered questions from the Board.

Jeff Colasanti, Developer representing the Applicant, answered questions from the Board.

Father David Zirilli, Pastor of Nativity, represented the Applicant before the Board.

John Passalacqua opened the meeting to public comments. There was none.

John Passalacqua closed the public comment portion.

Board discussion ensued.

**MOTION WAS MADE BY DIANA PITTARELLI AND SECONDED BY SHANNON STOUGH TO APPROVE THE DESIGN AND SITEPLAN WITH THE BOARD CONDITION: THE APPLICANT WORK WITH STAFF TO PROVIDE A RIGHT TURN ONLY WITH DESIGNATED TIMES. MOTION PASSED UNANIMOUSLY BY ROLL CALL.**

5. **FILE NO:** 16-T-59  
**APPLICANT:** City of Hollywood  
**LOCATION:** Citywide  
**REQUEST:** Text Amendment to Article 5 Development Review Process, of the Zoning and Land Development Regulations, amending public notice requirements.

John Passalacqua read the Application.

Leslie A. Del Monte, Planning Manager, made a presentation and answered questions from the Board.

Andria Wingett, Assistant Director, answered questions from the Board.

John Passalacqua opened the meeting to public comments. There was none.

John Passalacqua closed the public comment portion.

Board discussion ensued.

**MOTION WAS MADE BY LISE BAZINET AND SECONDED BY KEN CRAWFORD TO FORWARD A RECOMMENDATION OF APPROVAL TO THE CITY COMMISSION WITH THE FOLLOWING BOARD CONDITIONS: A) FOR COMMERCIAL APPLICATIONS, INCLUDE A PUBLIC PARTICIPATION PROCESS REQUIRING APPLICANTS TO MEET WITH CIVIC ASSOCIATIONS EARLY IN THE PROCESS; B) TO MAINTAIN A RADIUS OF 300 FEET FOR NOTICES TO SINGLE-FAMILY HOMES INCLUDING SPECIFIED HOME OWNER ASSOCIATION. MOTION PASSED UNANIMOUSLY BY ROLL CALL.**

**C. OLD BUSINESS**

None

**D. NEW BUSINESS**

1. Informational Item: Lorie Mertens-Black, Chief Civic Affairs Officer for the Office of the City Manager, gave a presentation regarding updated Sea Level Rise projections.

**E. ADJOURNMENT**

The meeting adjourned at time 8:25 p.m.