



## **Village of Biscayne Park Commission Agenda Report**

**Village Commission Meeting Date:** March 3, 2015

**Subject:** Draft of Proposed Code Changes  
to Chapter 5.

**Prepared By:** Maria C. Camara, Village Clerk

**Sponsored By:** Staff

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### **Background**

The Code Review Board submitted their proposed code changes to Chapter 5 to the Commission on December 2<sup>nd</sup>. Additional meetings and a workshop were held and additional changes were made following these meetings:

- Community & Board Workshop on Thursday, January 15<sup>th</sup>
- Joint Code Review and Parks & Parkway Board Meeting on Monday, January 26<sup>th</sup>
- Joint Code Review and Parks & Parkway Board Meeting on Wednesday, February 18<sup>th</sup>

The minutes from these three meetings are provided.

The latest draft of the proposed changes has been reviewed by Village Attorney John Hearn and his edits and comments are included.

### **Attachments**

- Draft of the proposed code changes to Chapter 5

**March 3, 2015**

**Commission Agenda Report**

**Draft of Proposed Code Changes to Chapter 5**

- Memorandum from Village Attorney John Hearn
- Minutes - Community & Board Workshop 01 15 2015
- Minutes Joint Code Review and Parks & Parkway Meeting 01 26 2015
- Minutes Joint Code Review and Parks & Parkway Meeting 02 18 2015

**NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.**

**CHAPTER 5. TRANSPORTATION** (As amended as of August 2014, update Nov 19, 2014)

**5.1. General provisions.**

5.1.1 *Purpose.* This chapter establishes minimum requirements applicable to the transportation system, including public and private streets, bikeways, pedestrian ways, parking, and access control from public streets. The standards in this chapter are intended to minimize the traffic impacts of development, and to assure that all developments adequately and safely provide for the storage and movement of vehicles with good engineering and development design practices.

5.1.2 *Compliance with technical construction standards manual.* All required elements of the transportation system shall be provided in compliance with the engineering design and construction standards of the Public Works Manual, ~~Metro~~ Miami-Dade County

5.1.3 Definitions. These definitions supplement Chapter 2 of these Code of Ordinances.

- (a) Front Yard -- the area on a property between the front lot line and the front of the building on the property.
- (b) Clear Trunk Height -- Clear trunk height (CT). The height of a tree measured from the ground to the bottom of the canopy.
- (c) Diameter Breast Height -- diameter of a tree trunk measured at four and one-half (4.5) feet above grade. In the case of multi-stemmed trees, the D.B.H. shall be measured at four and one-half (4.5) feet above grade on each stem and added together to count as one (1) tree.
- (d) Off-Street Parking -- Parking that is confined to the area within the lot line of a property and does not include the public right-of-way or swale.
- (e) Mulch -- Natural materials customarily used in landscape design to retard erosion, weed infestation, and retain moisture and for use in planting areas.
- (f) Right-of-Way -- The area not contained within property lines and is for public use and is measured from lot line to lot line.
- (g) Sod -- turf grass that is used to cover the ground.

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- (h) Street Frontage -- the part of the boundary of the lot next to a street
- (i) Swale -- the area between the pavement edge and the property line which includes the sidewalk adjacent and contiguous to the property lots. The swale is located within the right-of-way.

## 5.2. Streets.

5.2.1 *Street classification system established.* Streets in the village are classified and mapped according to function served in order to allow for regulation of access and appropriate design and construction standards. Streets dedicated to the village and private streets are classified in a street hierarchy system with design tailored to function. The street hierarchy system shall be defined by road function and average daily traffic (ADT), calculated by trip generation rates prepared by the Institute of Transportation Engineers. The following street hierarchy is established: Residential, collector, and arterial. Each street type is divided into subcategories.

5.2.2 *Residential streets (local roads).* Residential streets are primarily suited to providing direct access to residential development and are designed to minimize unnecessary and/or speeding traffic. Each residential street shall meet the minimum standards for one (1) of the following street types:

- (a) *Residential access street.* This is the lowest order street in the hierarchy. A residential access street is a frontage street which provides direct access to abutting properties and should not carry more traffic than is generated on the street itself. Residential access streets may take access from any higher order street type. Both ends of a residential loop street must take access from a single higher order street. Residential access streets shall have a maximum ADT of five hundred (500). Loop streets shall have a maximum of four hundred (400). Cul-de-sacs shall have a maximum ADT of two hundred (200).
- (b) *Residential subcollector street.* This is the middle order street in the residential street hierarchy. It will collect traffic from residential access streets and provide direct access to abutting properties. Residential subcollector streets may take access from any higher order street type and may give access to residential access streets and may provide direct access to nonresidential uses. Residential subcollector streets shall have a maximum ADT of one thousand (1,000).
- (c) *Residential collector street.* This is the highest order street that can be classified as residential. It will collect traffic from residential access and subcollector streets and may provide direct access to nonresidential uses. Residential collector streets shall have a maximum ADT of two thousand (2,000).

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5.2.3 *Collector roads (county collectors).* Collector roads connect lower order streets to other collector streets and to arterial streets, provide access to nonresidential uses, and serve through traffic. Collector streets shall have an average daily traffic volume of no greater than seven thousand (7,000).

5.2.4 *Arterial roads (state minor arterials).* There are three (3) types of arterial roads, minor, major, and freeways but there is only a minor type in the village. The minor arterial links community districts to regional and state highways and may give access to any lower order street type.

5.2.5 *Special purpose roadways.*

(a) *Alley.* Alleys are not considered part of the street hierarchy system as they are generally unpaved thoroughfares for the purpose of service to adjacent properties.

(b) *Divided streets.* Divided streets are for the purpose of protecting environmental features or avoiding excessive grading. In such a case, the standards shall be applied to the aggregate dimensions of the two (2) street segments.

5.2.6 *Future traffic circulation map.* The future traffic circulation map and any amendments thereto, adopted by the village as part of the comprehensive plan (Map 3.4), is hereby made a part of this code. Roadways within the village are either designated in the future traffic circulation map or may be classified according to function, design, and use by the village upon request. The map shall be the basis for all decisions regarding required road improvements or access.

### **5.3. Rights-of-way.**

5.3.1 *Right-of-way widths.* The right-of-way shall be measured from lot line to lot line.

5.3.2 *Protection and use of rights-of-way.*

(a) No encroachment shall be permitted into existing rights-of-way, except for temporary use authorized by the village.

(b) Use of the right-of-way for public or private utilities, including, but not limited to, potable water, telephone wires, cable television wires, gas lines, sanitary sewer, or electricity transmission, shall be allowed subject to the placement specifications in the Public Works Manual, [MetroMiami](#)-Dade County, and other applicable county regulations.

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(c) All vehicles of any type parked on any street, alley, or public right-of-way in the Village of Biscayne Park shall have at all times attached a current license plate.

(d) Sidewalks and bicycle ways shall be placed within the right-of-way.

**5.3.3 Parking of trucks, etc., prohibited in the right-of-way.**

(a) It shall be unlawful to park or cause to be parked upon any public street or in the public right-of-way in the village any truck, trailer, semitrailer, bus (public or private owned) except while loading or unloading or when such vehicle is parked in connection with and in the aid of the performance of a service to or on the property being serviced.

(b) Nothing herein contained shall be deemed to prohibit the parking of one (1) truck in front of any one property not exceeding three-fourths ton net weight that contains no lettering or advertising and is owned or leased by the occupant of the property, when it is proven to be physically impossible to park it off of the public right-of-way.

(c) It shall be unlawful to park or store any boat, boat trailer, air boat, any self-propelled or nonself-propelled mobile home, motor home or camper upon any public street or in the public right-of-way in the village.

**Cross references:** Truck overnight parking permit, § 16.11.

**5.3.4 Objects in the right of way.**

~~(a) **Markers.** Dome type markers only may be placed within dedicated right-of-way provided that they are placed not closer than eighteen (18) inches to the nearest edge of the paved surface of the designated roadway. All markers must be at least twenty-four (24) inches apart. Markers placed in the right-of-way shall not exceed twelve (12) inches in diameter nor be more than six (6) inches in height and shall be white in color.~~

~~(b) **Landscaping.** Nothing shall be planted or allowed to grow in such a manner so as to obstruct the right-of-way clear zone at a level between three (3) feet and six (6) feet above the grade, measured at the centerline of right of way. Trees or palms, however, having trunks and foliage trimmed in such a manner that no branches or foliage extend into the right-of-way area clear zone shall be allowed, provided they are so located so as not to create a traffic hazard.~~

~~(c) **Paving and drainage.** Pervious pavers shall be allowed but any impervious paving shall be adequately drained to prevent the buildup of stormwater in the right of way.~~

~~(d) **Other objects prohibited.** It shall be unlawful to install, place or maintain within the dedicated right-of-way, parkway or swale area of the village any pointed concrete or other unapproved hard materials such as rocks, stones, bricks, metal objects or other similar obstructions.~~

**5.3.4 Landscaping and objects in the swale area of the right-of-way.**

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**(a) Use of the swale area of the right of way:** The swale area of the Village's right-of-way is public property. ~~All objects and landscaping, with the exception of mailboxes, shall be considered the property of the Village whether existing at the time of the enactment of this ordinance or thereafter.~~ No object or landscaping shall be allowed in the swale, except as provided for in this section, with the exception of mailboxes. All other signage, including political signs, shall be consistent with Chapter 12 of these Code of Ordinances.

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**(b) Minimum standard:** Sod coverage that is well maintained shall be provided in the swale unless other plant materials or approved driveway surfaces are installed in accordance with this section. The contiguous adjacent property owner is responsible for the maintenance of all permitted objects, landscaping and sod in the swale unless otherwise specified by these Code of Ordinances. The height of sod shall be consistent with Section 8.4 (Property Maintenance).

**(c) Markers:** Only dome type markers may be placed within the swale provided that they are placed not closer than eighteen (18) inches to the nearest edge of the paved surface of the designated roadway. All markers must be at least (24) inches apart. Markers placed in the swale shall not exceed twelve (12) inches in diameter nor be more than six (6) inches in height and shall be white in color.

**(d) Mailboxes:** May be located within the swale provided no part of the mailbox is closer than two (2) feet from the edge of the paved surface of the designated roadway. Non conforming mailboxes shall have one (1) year from date of enactment of this ordinance to come into compliance.

**(e) Restrictions on the placement of landscaping in the swale:** Landscaping in the swale adjacent to front lot lines and exterior side lot lines, as defined in Chapter 2 of these Code of Ordinances, shall conform to the following restrictions:

**(i) Clear Zone:** An area five (5) feet deep, parallel with and immediately adjacent to the edge of the paved road shall be maintained as a clear zone. All landscaping in the swale installed after the enactment of this ordinance must be located a minimum of five (5) feet from the edge of pavement of the nearest roadway. Any landscaping installed previous to the enactment of this ordinance within the clear zone must be removed once it dies or is damaged and cannot be replaced. ~~If existing landscaping is deemed a safety hazard by the Village, it must be immediately removed. CAN'T READ - CUT OFF PAGE.~~ Sod is always a permitted material in the clear zone.

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(a) Approved Driveway Surface is also permitted within the clear zone in accordance with Section **5.6.8 of this Code of Ordinances.**

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(a)(b) Clear Trunk Height: Plant materials of unlimited height shall be permitted such that they do **not** intrude in any way into the clear zone at a height lower than eight (8) feet. All landscape overhangs into the street are subject to applicable local, county and state laws.

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(ii) *Installation of trees in the swale:* The installation of trees within the swale shall require a permit from the Village. A dimensional plan and indication of the proposed species, grade and size of the proposed tree(s) shall be submitted. Trees installed in the public right-of-way without a permit shall be subject to immediate removal after a thirty (30) day written notice to the property owner. Permits shall not be issued for trees within the clear zone.

(iii) *Mulch in the swale:* Only natural materials with the exception of cypress mulch and mulch with chemical compounds shall be permitted in the swale. **THIS NEEDS TO BE CLARIFIED. NOT SURE WHAT IS EXCLUDED/INCLUDED BY THIS SECTION.**

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(f) A combination of paving and sodding of rights-of-way shall be permitted provided the impervious section does not exceed forty (40) percent of the total area and such paved areas shall be kept **on in** good condition.

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(g) *Removal of obstructions by the Village:* In the event any object or tree placed in the swale creates an emergency situation involving potential danger to the health, safety, and welfare of the community, the Village may perform removal operations immediately, thus eliminating the emergency, and may assess the cost of such removal against **the** adjacent property **owner**.

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(h) *Removal of trees in the swale by the abutting property owner:* Property owners must obtain a permit from **the Village Biscayne Park** and Miami-Dade County to remove trees in the swale.

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(i) *Property owner's responsibilities for maintenance:* The property owner or resident living in the property shall be jointly and severally responsible for the maintenance of the Swale area contiguous to their property. Maintenance shall include but not be limited to mowing the sod and performing general edging, weeding, trimming, pruning and cleanup activities. The landscaping and sod shall be maintained in good plant health.

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The landscaping shall be kept free of dead limbs and branches. No Swale landscaping shall be maintained in such manner as to constitute a nuisance.

1. Property owners shall be responsible for the removal of dead and diseased trees, with the exception of dead and diseased trees that are sixty (60) inches **or more** in diameter breast height (DBH) there will be a 50%/50% share between the Village and property owner for the cost of removal, depending on the availability of budgeted Village funds. Any permitted tree planted by the property owner after the enactment of this ordinance shall be the full responsibility of the property owner. If a tree is on both the swale and the property, there is no share with the Village.

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5.3.5 *Vacation of rights-of-way.* Applications to vacate a right-of-way may be approved upon a finding that all the following requirements are met:

- (a) The requested vacation is consistent with the traffic circulation element of the village comprehensive plan.
- (b) The right-of-way does not provide the sole access to any property. Remaining access shall not be by easement.
- (c) The vacation would not imperil the current or future location of any utility.
- (d) The proposed vacation is not detrimental to the public interest, and provides a benefit to the village.

**Cross references:** Right-of-way permit, § 16-8.1; fees for right-of-way permits, § 17.5.1.

#### **5.4. Street standards.**

5.4.1 *Clear visibility triangle.* In order to provide a clear view of intersecting streets to the motorist, there shall be a triangular area of clear visibility formed by two (2) intersecting streets or the intersection of a driveway and a street. The following standards shall be met:

- (a) ~~For street intersections the clear visibility triangle shall be formed by a line along the street pavement edge fifteen (15) feet long from the street corner perpendicular, generally, to a second line of the street pavement edge of~~

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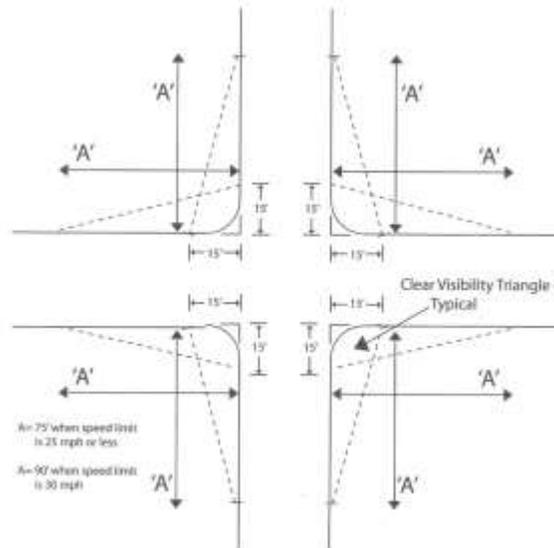
approaching traffic, connected by a third line that measures three (3) times the speed limit of the street.

(a) (ii) Nothing shall be erected, placed, parked, planted or allowed to grow in such a manner that it would restrict visibility above a height of three (3) feet above grade, measured at the centerline of the intersection within the area of the visibility triangles.

(a)(b) For street intersections the clear visibility triangle shall be formed by connecting points on the edge of each street and the intersection point. Beginning at point one, the intersection, point two shall be located Fifteen (15) feet from the intersection on one street and point three on the second street shall be located at a distance from the intersection, measured in feet equal to ~~F~~three (3) times the streets speed limit. A line connecting the three points shall create the triangle. This triangle applies to both directions from the intersection. See Diagram 5.4.1 (a)

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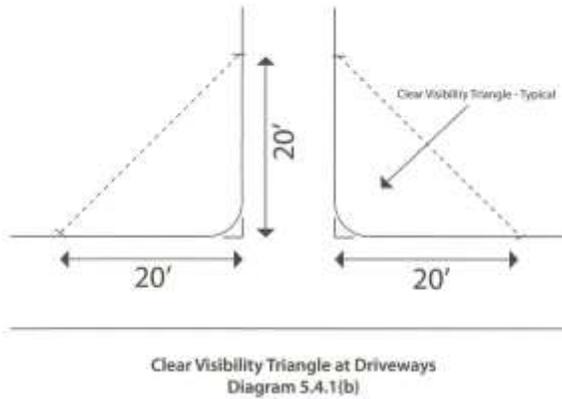


Clear Visibility Triangle at Road Intersections  
Diagram 5.4.1 (a)

(b)(c) For driveways two (2) clear visibility triangles shall be formed by connecting, in each case, a point on the edge of the street pavement and a point on the edge of the driveway, each to be located at a distance of twenty

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(20) feet from the intersection of the street and driveway lines, and a third line joining the two (2) points. See Diagram 5.4.1 (b)



(e)(d) Nothing shall be erected, placed, parked, planted, or allowed to grow in such a manner so as to obstruct cross-visibility at a level between three (3) feet and six (6) feet above the grade, measured at the centerline of the intersection. Trees or palms, however, having trunks and foliage trimmed in such a manner that no trunks or foliage extend into the cross-visibility area shall be allowed, provided they are so located so as not to create a traffic hazard.

### 5.5. Sidewalks and bikeways.

5.5.1 *Design and construction standards.* Design and construction of sidewalks, bikeways, or other footpaths shall conform to the requirements of the Public Works Manual, ~~Metro~~ Miami-Dade County, including provision for access by physically handicapped persons.

### 5.6. Off-street parking.

5.6.1 *Applicability.* Off-street parking facilities shall be provided within the lot of all development properties within in the village pursuant to the requirements of this code. The facilities shall be maintained as long as the use exists that the facilities were designed to serve.

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(a) All vehicles must be parked on an approved driveway surface subject to the design standards set forth in Section 5.6.8.

1. Non-conforming properties that do not have an approved driveway surface shall have one (1) year from the date of enactment of this ordinance to come into compliance.

4-2. When an approved driveway surface does exist all vehicles shall park on said driveway upon enactment of this ordinance.

(b) Where this requirement cannot be met by multi-family properties while still without maintaining a ten (10) foot landscape area in front of the building, a variance may be obtained from the Planning Board. For the purposes of this section, multi-family refers to units that are two-family duplexes or more.

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5.6.2 *Computation.* In the village hall, recreation area, church, the occupancy shall be based on the maximum capacity rating given the building by the fire marshal. Gross floor area shall be the sum of the gross horizontal area of all floors of a building measured from the exterior faces of the exterior walls.

5.6.3 *Number of parking spaces required.* The table below specifies the required minimum number of off-street automobile parking spaces. The number of off-street parking spaces for uses not listed in the table shall be determined by the planning board. The term "tandem parking space" means a parking space that abuts a second parking space in such a manner that vehicular access to the second space can be made only through the abutting (tandem) space.

TABLE INSET:

Use		Minimum Off-Street Parking Requirement	
(a)	Residential	Resident Parking	Visitor Parking
	Detached one-family:		
	1, 2 and 3 bedrooms	2 spaces/unit*	1 space/unit**
	4 bedrooms	3 spaces/unit*	1 space/unit**
	Detached two-family:		
	2, 3 or more bedrooms	2 spaces/unit*	0.5 spaces/unit**
(b)	Recreation.		

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	Parks, Clubs: determined by the planning board.		
(c)	Public assembly.		
	Church: 1 space/3 seats or 1 space/35 square feet of gross auditorium floor area		

\* Resident parking spaces may be tandem.  
 \*\* If on-street parking is not permitted or is restricted on the unit's street frontage, then one visitor parking space shall be required. The visitor space shall be located not more than one hundred (100) feet from the unit's street frontage.

5.6.4 *Handicapped parking spaces.* Any parking area to be used by the general public shall provide suitable, marked and paved parking spaces for handicapped persons. The number, design, and location of these spaces shall be consistent with the requirements of F.S. §§ 316.1955, and 316.1956, or succeeding provisions. No parking spaces required for the handicapped shall be counted as a parking space in determining compliance with subsection 5.6.3, public uses, above, but optional, supplemental spaces for the handicapped shall be counted. The parking and related features contained in the Department of Community Affairs, Florida Board of Building, Codes and Standards, Accessibility Requirements Manual are hereby incorporated by reference into the village code.

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5.6.5 *Parking in medians prohibited.* No parking shall be allowed in median open spaces or median parkways.

5.6.6 *Existing nonconforming minimum off-street parking requirements.* The number of off-[street] parking spaces existing on properties at the time of the adoption of this code, although such number does not conform to the minimum off-street parking requirements hereof, may be lawfully continued. However, all vehicles must be parked on an approved driveway surface consistent with Section 5.6.1.

5.6.7 *Historic preservation exemption.* The preservation of any property that has been placed on the county or national register of historic places, shall be grounds for a grant by the planning review board of a reduction in, or complete exemption from, the parking requirements in subsection 5.6.3 of this chapter.

5.6.8 *Design standards for off-street parking.* Except as provided herein, all required off-street parking spaces and the use they are intended to serve shall be located on the same parcel. The size and layout of these spaces shall be according to the Miami-Dade County Code and Public Works Manual, ~~Metro~~ Miami-Dade County. Vehicles shall be parked on impervious or pervious surfaces but impervious areas shall not exceed forty

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(40) percent of the front yard, excluding the right-of-way. Off-street parking (within the lot lines of all properties) shall only be permitted on approved surfaces by the Village of Biscayne Park. In no circumstances shall grass or sod be an approved surface.

a. All driveways shall be of a similar material and design element.

a.b. All driveways must have an improved approach across the swale which shall meet the minimum standard of gravel construction.

b.c. All driveways shall be no closer than thirty (30) inches from side property line.

c.d. All non-conforming driveways, as related to setback, shall come into compliance when there is a change in driveway material or the installation of a new driveway.

d.e. Driveways shall only be constructed with the following materials; concrete, paver, brick, gravel, asphalt, cut stone or turf block.

e.f. Gravel driveways shall be built with a permanent perimeter border and shall be a minimum of four (4) inches deep.

f.g. Road rock shall not be used as a finished driveway material.

g.h. Construction of a portion of a driveway in the swale or right-of-way, such as the apron and driveway approach, shall require the property owner to indemnify, hold harmless, and defend the Village from any and all actions, caused by, resulting from, or in any way associated with the proposed work within the Village right-of-way on a form provided by the Village.

MEMORANDUM

**TO:** Honorable Village Commission  
Heidi Shafran, Village Manager

**CC:** Maria Camara, Village Clerk

**FROM:** John J. Hearn, Village Attorney 

**RE:** Chapter 5 Revisions

**DATE:** February 26, 2015

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I have reviewed the Chapter 5 revisions made by the Code Review and Parks & Parkways Boards at the recent workshops. I have attached and highlighted suggested revisions to the ordinance. I would ask that part of our discussion at the Commission meeting centers around the ability for Code to enforce certain restrictions in the proposed ordinance. The Commission should also discuss, with input from the Village staff, what effect the 50% responsibility on the Village for the removal of dead and diseased trees will have on the budget. For example, if funds are budgeted, will they be spent on a first-come, first-served basis? Is there a way to anticipate how many trees, on average, will fit under this proposed criteria? Also, how will Code enforce the clear trunk height regulations?

As always, if you have any questions concerning the above, please do not hesitate to contact me.

JJH:dlw



## MINUTES

### Community & Board Workshop Proposed Code Changes to Chapter 5

**Ed Burke Recreation Center - 11400 NE 9th Court  
Biscayne Park, FL 33161  
Thursday, January 15, 2015 at 6:30m**

Manager Heidi Shafran opened the workshop at 6:36pm, explaining that each proposed change would be presented, the Code Review Board would explain their intent, the board members would discuss, then the public would be provided the opportunity to comment.

Present from the Code Review Board:

Gage Hartung, Chair

Judi Hamelburg

Andrew Olis

Gary Kuhl

Dale Blanton

Present from the Parks & Parkway Advisor Board:

Dan Keys, Chair

Barbara Kuhl

Randy Wagoner

Present from Staff:

Village Manager Heidi Shafran

Public Services Manager Krishan Manners

Village Clerk Maria Camara

Village Attorney John Hearn

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### 5.3 Rights-of-way

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5.3.4 (a):

Proposed language: *Use of the swale area of the right of way: The swale area of the Village's right-of-way is public property. All objects and landscaping, with the exception of mailboxes, shall be considered the property of the Village whether existing at the time of the enactment of this ordinance or thereafter. No object or landscaping shall be allowed in the swale except as provided for in this section, with the exception of mailboxes.*

Code Review Board: Clarification that right-of-way is public property.

Parks & Parkway: Make a reference to the allowance of political signs and that specific part of the code.

Kristen Montouri: Does this include house number signs?

5.3.4 (b):

Proposed language: *Minimum standard: Grass coverage that is well maintained shall be provided in the swale unless other plant materials or approved driveway surfaces are installed in accordance with this section.*

Code Review Board: To eliminate dirt swales, non-maintained swales. In chapter 8, the term 'sod' is used. Could use this instead.

Code Review Board: Provided definition of the term 'swale': area from the edge of road to property line; provide area that will allow a vehicle to pull over where there is no median and to give pedestrians the opportunity to move off the street.

Parks & Parkway: Add definition of 'grass', or better term (i.e. 'sod'), or an intended height; add definition of 'swales' to definition section.

John Pendensco: Planning on putting in rocks or a rock trail. Will this be allowed?

Lauren Caban: Has a 20' tall hedge and will have to remove. Prefers not to have grass on the swale.

Harvey Bilt: Need to add that the maintenance of the swale is the obligation of the homeowner. Approved driveway surfaces are an extension of the driveway.

Kristen Montouri: Consider 5' for those with swale under 8'. Clarify since proposed code specifies 5'.

Tom Firstle: 8' proposal has an impact on my garden. How many homes will be affected? What is the loss of property value if the landscaping is removed? These are certified natural habitats. Endangered Florida species.

Ed Chisholm: Has a 50' swale. Planted a well maintained vegetation area on swale. You are coming after the fact and making changes.

Michael Spaventa: What is the impact on property values? What is the cost factor to residents? Not sure what the size of swale is. Concerned with zone 2, nothing greater than 3'. All current landscaping was already there. Likes the privacy that it affords. Has room for 5 vehicles. No issue with parking for several vehicles. While good to have uniformity, turns us into a cookie cutter neighborhood.

Nicole Susi: This is a bird sanctuary. We have beautiful trees. Live on 120th and not wide enough for two way traffic. If you take back swales, Village will have to maintain. Not our fault the Village Code Enforcement did not enforce not allowing plantings in the swale. Proposal is ludicrous. Takes away beauty of the Village.

Lisa Schuler: Do not want to live in a cookie cutter neighborhood. Proud of being a bird sanctuary. Love the trees. Confirms that her trees will not be removed. Reconsider what you are proposing.

Tracy Truppmann: This happened because of one resident with a tree that cost the Village \$11,000 to remove; and to create language that will allow Code Enforcement to enforce. Safety and well being and beauty of the Village is priority. You forced me through a variance process to plant palms on the swale. If you make me remove you will have to pay and reimburse me the costs associated with the variance. You are trying to regulate aesthetics. Go back to a safety perspective. Affecting so many people. What is the cost to the Village? Will it be taxed back to the residents? These changes will not work.

Code Review Board: Current code does not allow anything to be planted in the swale. What we are proposing is to allow for other plantings. Not requiring you to remove until it dies, and then you cannot replant.

Vaughn Goldstein: Are palm trees considered trees? Was given an award for having the most beautiful yard many years ago and our landscaping is right up to the street.

Janey Anderson: On 11th place between 119th and 121st streets. Have a swale in back of property. If required to remove the palms currently in the back swale, will have to look at the "skanky" properties behind our property. Allowing the plantings in the swale provides our tree canopy. Keeps us from looking like a "Chapel Trail" development.

Parks & Parkway: This property has been provided an exemption for fencing because of its unique location. Consider the same type of exemption for trees/landscaping.

Code Review Board: The area behind this property is a utility easement.

Ernesto Oliva: Used Coconut Grove as a comparison. Will not be affected by the proposed changes, but concerned with impact to the Village.

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*Discussion of proposed code relating to Markers, Mailboxes and Mulch will be done together later in the meeting.*

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#### 5.3.4 (e)

Proposed language: *Restrictions on the placement of landscaping in the swale: Landscaping in the swale shall conform to the following restrictions:*

*(i) Clear Zone: An area five (5) feet wide, parallel with and immediately adjacent to the edge of the paved road shall be maintained as a clear zone. No plant material other than grass is permitted in the clear zone. Approved Driveway Surface is also permitted within the clear zone in accordance with Section 5.6.8*

*(ii) Low Zone: Between five (5) feet and eight (8) feet from the edge of pavement plant materials not exceeding three (3) feet in height at maturity will be permitted such that they do not intrude in any way into the clear zone.*

*(iii) High Zone: The area that is more than eight (8) feet from the edge of pavement is considered the high zone. Plant materials of unlimited height shall be permitted such that they do not intrude in any way into the low zone at a height lower than eight (8) feet.*

*(iv) Nothing shall be erected, placed, parked, planted or allowed to grow in such a manner that it would restrict visibility above a height of three (3) feet above grade, measured at the centerline of the intersection within the area of the visibility triangles (Section 5.4.1).*

*(v) Installation of trees in the swale: The installation of trees within the swale shall require a permit from the Village. A dimensional plan and indication of the proposed species, grade and size of the proposed tree(s) shall be submitted. Trees installed in the public right-of-way without a permit shall be subject to immediate removal after a thirty (30) day written notice to the property owner.*

Parks & Parkway: We have various widths of roads. Have to have limitations. Asked both boards if ok to have a 25' thorny bush directly on street. Not good for us or safe. What is reasonable reserve of right-of-way and swale area for public use? Concerned with traffic and safety. Ability to get off roadway for pedestrians and bicyclists and drivers. This is what guided decision making process.

Manager Shafran: Provide definition of a clear zone which current code does not provide.

Parks & Parkway: Suggests 80% of street frontage has 5'. 5' area not big enough. Many properties with circular driveway. This is a formula. Prevents new owners putting in dense shrubbery in the swale. Residents have a responsibility. Have a lot of landscaping, but within restrictions.

Code Review: This is an easing of our code. Current code, if enforced, would not allow plantings greater than 3'. This benefits people to allow growth in the swales.

Parks & Parkway: Proposal of using a percentage like 80%, would like to study further and consider language. Of the entire Village, took pictures of 40-50 properties that would be affected by proposed code. Surprised there weren't more. Those that have done extensive landscaping did leave area up to the road. Provides uniform safety consideration. Propose 5'.

Manager Shafran: In regards to high zone area, when you allow unlimited height, does not provide good visibility for police. Consider the principles of CEPTED (Crime Prevention Through Environmental Design).

Code Review: The unlimited height was what the majority of residents wanted during the discussion and implementation of the code revisions for fencing.

Kristen Montouri: When will this go into effect? Need to clarify if the measurement is to the stem/trunk. Was the Ecology Board invited to this meeting. Concerned with loss of plants.

Steve Bernard: This allows more plantings than less. Current code allows to plant up to street up to 3'. Many bought houses when planting was done that way. You now say that they have to remove up to 5' from street. Suggest 3'. Does not encourage parking. Allows pedestrians to move over. Language of asphalt that is not allowed needs to be in compliance within one year. If person bought property with tree in swale they currently are not responsible. This will change it. Who has responsibility for liability issue? Maintain safety without decimating a property that has been well maintained. Remove of trees requiring a permit, consider exempted species.

Janey Anderson: On height restriction, affects those with more than one frontage. When you buy a property, most consider that all trees and landscaping is their responsibility.

#### 5.3.4 (e) *[Should be (f)]*

Proposed language: *Visitor and temporary service vehicle parking: Each property shall provide a clear area, free of plant material with the exception of grass or an approved driveway surface in accordance with Section 5.6.8, a minimum of eight (8) feet wide parallel to the edge of pavement and twenty (20) feet long for visitor and service vehicle parking where the width of the lot and existing paved parking allows.*

#### 5.3.4 (f) *[Should be (g)]*

Proposed language: *A combination of paving and sodding of rights-of-way shall be permitted provided the impervious section does not exceed forty (40) percent of the total area and such paved areas shall be kept on good condition.*

Code Review: Intent is to provide a place to park if driveway is full.

Parks & Parkway: Add definition of 'off street'.

Kristen Montouri: Clarified which part of code being discussed.

Valerie Caracappa: Neighbor built all the way out to the street. There is a safety issue here. Encourage Board to continue making changes to provide for safety.

5.3.4 (g) *[Should be (h)]*

Proposed language: *Removal of obstructions by the Village: In the event any object or tree placed in the swale creates an emergency situation involving potential danger to the health, safety, and welfare of the community, the Village may perform removal operations immediately, thus eliminating the emergency, and may assess the cost of such removal against adjacent property.*

5.3.4 (h) *[Should be (i)]*

Proposed language: *Removal of trees in the swale by the abutting property owner: Property owners must obtain a permit from Biscayne Park and Miami-Dade County to remove trees in the swale.*

5.3.4 (i) *[Should be (j)]*

Proposed language: *Existing nonconforming plants and trees in the swale: Within one (1) year of the enactment of this code, properties owners shall remove plants, with the exception of trees, which violate the clear zone. Plant materials in the low zone may remain, but not be replaced when they die, nor will it be required to remove plants until they die in the low zone to provide for a temporary/visitor parking space.*

5.3.4 (j) *[Should be (k)]*

Proposed language: *Property owner's responsibilities for maintenance: The property owner or resident living in the property shall be jointly and severally responsible for the maintenance of the Swale area contiguous to their property. Maintenance shall include but not be limited to mowing the grass and performing general edging, weeding, trimming, pruning and cleanup activities. The landscaping and grass shall be maintained in good plant health. The landscaping shall be kept free of dead limbs and branches. No Swale landscaping shall be maintained in such manner as to constitute a nuisance. Property owners shall be responsible for the removal of dead and diseased trees, with the exception of old growth Australian pines.*

Code Review Board: Commission expressed concern at the Village being responsible. Looked for the line. Old growth Australian Pines was determined to be the biggest nuisance.

Parks & Parkway: Recent issue with a large tree that had to be removed was not an Australian Pine. Others need to be considered. Only a handful and they can be identified.

Manager Shafran: Consider to look at a caliper size.

Parks & Parkway: By putting responsibility of maintenance of trees on swale on the resident, could be a bigger liability to the Village.

Manager Shafran: Village cannot take on responsibility of trimming and pruning for the entire Village. We can barely maintain the medians with current \$30-\$40 thousand budget. Provided suggested language depending on available funds.

Code Review: How could you prove "available funds". Could be a legal issue.

Parks & Parkway: Consider Village and resident share the cost.

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*Board members Judi Hamelburg, Dale Blanton and Randy Wagoner left the meeting at 9:05pm.*

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Manager Shafran: Is it legal to exclude a species?

Kristen Montouri: Go back to the caliper as the border line of when it becomes the Village's responsibility to make sure it is maintained and done right.

Ed Chisholm: Code did not have wording about dead trees.

Code Review Board: Willing to consider caliper.

#### 5.3.4 (c)

Proposed language: *Markers: Only dome type markers may be placed within the swale provided that they are placed not closer than eighteen (18) inches to the nearest edge of the paved surface of the designated roadway. All markers must be at least (24) inches apart. Markers placed in the swale shall not exceed twelve (12) inches in diameter nor be more than six (6) inches in height and shall be white in color.*

#### 5.3.4 (d)

Proposed language: *Mailboxes: May be located within the swale provided that they are placed not closer than five (5) feet to the nearest edge of the paved surface of the designated roadway. Non conforming mailboxes shall have one (1) year from date of enactment of this ordinance to come into compliance.*

#### 5.3.4 (e) (vi)

Proposed language: *Mulch: Organic mulch shall be permitted with the exception of cypress and red mulch if made from recycled wood.*

Parks & Parkway: Is there a conflict with County code on markers?

Code Review Board: On mailboxes, current code does not allow mailboxes in the swale, but there currently are many throughout the Village. Intent is to clarify the code to allow.

Parks & Parkway: Consider to allow mailbox at street line.

Code Review Board: Red mulch has poisonous component. Only pertains to mulch in the swale. Current County code does not allow. Looks to change so that only organic mulch is used with exception of cypress.

Kristen Montouri: Is there a distinction between wood mulch and manufactured mulch? Consider a mulch with no dye. On mailbox, consider 3', not 5'.

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## 5.4 Street standards

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### 5.4.1

Proposed language: *Clear visibility triangle. In order to provide a clear view of intersecting streets to the motorist, there shall be a triangular area of clear visibility formed by two (2) intersecting streets or the intersection of a driveway and a street. The following standards shall be met:*

*(a) For street intersections the clear visibility triangle shall be formed by connecting points on the edge of each street and the intersection point. Beginning at point one, the intersection, point two shall be located Fifteen (15) feet from the intersection on one street and point three on the second street shall be located at a distance from the intersection, measured in feet equal to Three (3) times the streets speed limit. A line connecting the three points shall create the triangle. This triangle applies to both directions from the intersection. See Diagram 5.4.1 (a)*

*(b) For driveways two (2) clear visibility triangles shall be formed by connecting, in each case, a point on the edge of the street pavement and a point on the edge of the driveway, each to be located at a distance of twenty (20) feet from the intersection of the street and driveway lines, and a third line joining the two (2) points. See Diagram 5.4.1 (b)*

Code Review: No change in language, only a better graphic provided.

Parks & Parkway: Clarify language that goes with the diagrams. Ask County Public Works to review. Also, is 15' allowed for driveway visibility?

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## 5.6 Off-street parking.

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### 5.6.1

Proposed language: *Applicability. Off-street parking facilities shall be provided within the lot of all development properties within in the village pursuant to the requirements of this code. The facilities shall be maintained as long as the use exists that the facilities were designed to serve.*

*(a) all vehicles must be parked on a approved driveway surface.*

*(b) where this requirement cannot be met by multi-family properties without maintaining a ten (10) foot landscape area in front of the building, a variance may be obtained from the planning board.*

#### 5.6.8

Proposed language: *Design standards for off-street parking. Except as provided herein, all required off-street parking spaces and the use they are intended to serve shall be located on the same parcel. The size and layout of these spaces shall be according to the Dade County Code and Public Works Manual, Metro Miami-Dade County. Vehicles shall be parked on impervious or pervious surfaces but impervious areas shall not exceed forty (40) percent of the front yard, excluding the right-of-way. Off-street parking shall only be permitted on approved surfaces by the Village of Biscayne Park. In no circumstances shall grass be an approved surface.*

*(a) All driveways shall be of a uniform material and design including approach.*

*(b) All driveways shall be no closer than thirty (30) inches from side property line.*

*(c) Driveways shall only be constructed with the following materials; concrete, paver, brick, gravel, asphalt, cut stone or turf block.*

*(d) Gravel driveways shall be built with a permanent perimeter border and shall be a minimum of four (4) inches deep.*

*(e) Road rock shall not be used as a finished driveway material.*

*(f) No more than forty (40) percent of swale to be covered in impervious material.*

#### 5.6.9

Proposed language: *Non conforming properties shall have one (1) year from date of enactment of this ordinance to come into compliance.*

5.6.8 under 5.3.4. Should not be re-iterated in 5.6.8.

Manager Shafran: Change 'swale' to 'front yard'.

Under 5.6.9, clarification from Code Review: Change to (g).

Under 5.6.8, Parks & Parkway: Not necessary on 'retro fit'.

Code Review: One (1) year refers to those properties that do not have a driveway, have to put one in.

Manager Shafran: Suggest to put that under 5.6.1.

Parks & Parkway: Off street parking - no grass. Confirm that it is referencing to private property and not swale. Consideration of size/type of gravel.

Parks & Parkway: Need to further discuss the requirement for permit to plant a tree in the swale.

Kristen Montouri: On off street parking, understand the driveway requirement. Need to distinguish a temporary situation.

Ernesto Oliva: What about a property that is all concrete and asphalt?

Code Review: Will be no mandate to change, unless it becomes degraded.

Parks & Parkway: Looks to have the opportunity to review next revision of the proposed code changes.

Mayor Coviello: Looks for both Boards to have another joint meeting on the following Wednesday when each board usually meets.

Manager Shafran: Will provide a recap of the workshop for Code Review and Parks & Parkway Board to review at the joint meeting.

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The workshop was adjourned at 10:28pm.

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Code Review Board

Gage Hartung  
Dale Blanton  
Judi Hamelburg  
Gary Kuhl  
Andrew Olis

Parks & Parkway

Dan Keys  
Barbara Kuhl  
Robert Silverman  
Randy Wagoner

**MINUTES**  
**JOINT Meeting Code Review Board and**  
**Parks & Parkway Advisory Board**  
**Ed Burke Recreation Center - 11400 NE 9th Court**  
**Biscayne Park, FL 33161**  
**Monday, January 26, 2015 at 7:00pm**

**1 Call to Order**

Gage Hartung called the meeting to order at 7:03pm.

**2 Roll Call**

Present: Gage Hartung, Dale Blanton, Judi Hamelburg, Gary Kuhl, Andrew Olis, Dan Keys, Barbara Kuhl, Robert Silverman and Randy Wagoner

Present from Village Administration: Village Manager Heidi Shafran, Village Clerk Maria Camara, and Public Services Manager Krishan Manners

**3 Public Comments Related to Agenda Items**

Tom Ferstle: Currently has landscaping up to edge of pavement. If a portion of the swale area is paved, will this be allowed? Also suggests that a drawing of the swale area and right of way area is provided in the code.

Mike Kopsick: Confused about swale area. Telephone pole is a general guide for property line. Has gravel in the swale area. Will that have to be removed? Will there be any more workshops?

Chester Morris: This is not a cookie cutter neighborhood. My property is ok, but many neighbors will have to change. Listen to the people. Many think you feel you are smarter than they are. Heard about a danger for those walking in the street. Only one person has been hit and was killed walking in the history of the Village. Not so dangerous if you use common sense.

Josh Stone: This is a lush village and what drew me to live here. Am concerned with safety. Verified the palms planted are in the swale. Concerned with the possible change to the aesthetics of the Village if this passes. What will it mean to what we experience every day. What will it do to the greenery. What is the rationale?

Moises Shumow: No problem with my property, but will affect many others. Am here for the clarification. This seems a little too much top down. There is a lot of confusion of what is being proposed and the impact. What are financial implications?

Elona Wagner: Lived here since 2003. Concerned with aesthetics of the park and the rationale. Is this an insurance issue? Is it because someone thought it would look better? Rather we look like Coconut Grove and not a development. This is a bird sanctuary. Have a sidewalk. Will I need to extend it or dig it up? Do you foresee putting sidewalks in the future? In regards to safety, cars are speeding and there are no speed bumps. That would be a good safety measure.

William Rey: I am affected. Will have to change my landscaping. Low zone should not exist. On mailbox, you cannot put 5' in. Either at the street or at your door. If this passes, will remember who voted for this at the next election.

Lynn Fisher: Prefer wildlife habitat. Want to see us go in a more environmental path.

Linda Brewer: Longtime resident of 40 years. We all got along. Now we have more regulations. Experience code enforcement bullying in the past. Most people here think less rules and less lawmaking is the best. Wish commission take into consideration that Biscayne Park has done well without rules and regulations. Would like to see walkways brought back to create short cuts throughout the Village.

Anne Marie Jonckneer: The changes here will require many changes for many residents. This Village has diversity. Have seen cars go through lawns and landscaping. Mail person would drive up on the grass if mail boxes were 5' in. Disagree with a lot of the proposed changes.

Donna L Dowdy: Was raised in a community with rules. The attraction here was because it was not a cookie cutter neighborhood. To tell me where to put my mailbox is ludicrous. Where I can put my landscaping is not what you should be telling me. Ask you to listen to the people here and not recommend these changes. Like it the way it is.

Chuck Ross: Thanks the boards for their suggestions to improve our Village. May impose changes to some, but looking at overall Village. Concerned with the dissemination of incorrect data throughout the Village. This is inexcusable. Had a flooding issue on Griffing Blvd where I live and my swale was paved by the County. I had no choice as it is a county road.

5 **Old Business**

Manager Shafran suggested use of a caliper size to determine if a tree in the swale will be maintained by the Village (section 5.3.4(l)). Board was not sure on the suggested measurements. Manager will verify the manner in which the measurements were taken and bring back.

On item 5.3.4(d) to consider allowing mailboxes placed at the street line.

Dan Keys makes a motion to permit the closest part of the mail box to be located no closer than 2' from the edge of pavement and that it is friable (able to break away). Motion dies for lack of second.

Gary Kuhl makes a motion that no part of mail box is closer than 2' from edge of pavement. It is seconded by Judi Hamelburg. Motion carries 8/1 with Dan Keys voting no.

On item 5.3.4(f) on the suggestion that 80% of street frontage has a 5' clear zone.

Barbara Kuhl makes a motion that 80% of street frontage has a 5' clear zone, and the remaining 20% allows landscaping at 3' from edge of pavement. It is seconded by Dale Blanton. Motion fails 1/8 with Barbara Kuhl voting yes.

Manager Shafran would verify with Village Attorney if a variance is allowed for public right of way.

Dan Keys makes a motion to amend prior motion that the remaining 20% of frontage of property to have a clear zone of 3' of grass only, and the balance with a maximum 3' high planting. The 80% has a 5' clear zone. It is seconded by Andrew Olis.

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*Judi Hamelburg leaves meeting at 9:20pm*

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Dan Keys withdraws his motion.

There is consensus from the boards not to consider the 80% suggested language.

On item 5.3.4(g) to consider removal of 'visitor and temporary service vehicle parking' requirements.

Barbara Kuhl makes a motion to remove the 'visitor and temporary service vehicle parking' requirements. It is seconded by Dale Blanton. Motion carries 6/2 with Gage Hartung and Dan Keys voting no.

Gary Kuhl makes a motion that all future landscaping in the swale must be a minimum of 5' from edge of pavement, and that when any existing landscape that is within the 5' dies or is damaged, must be removed and cannot be replaced. It is seconded by Andrew Olis.

Gage Hartung confirms that this motion would remove the low zone.

Motion carries 5/3 with Gage Hartung, Dan Keys and Robert Silverman voting no.

On item 5.3.4(f)(v) to require a permit to plant a tree in the swale.

Dan Keys makes a motion to require a permit to plant a tree in the swale subject to a process to be accordingly established by resolution including any fees. It is seconded by Gage Hartung.

Motion carries 8/0.

It is confirmed that the 8' height requirement in the clear zone remains.

On adding a definition for organic mulch, no consensus reached.

Barbara Kuhl makes a motion to have another joint meeting to finalize the discussion of the remaining items needing consensus. It is seconded by Gary Kuhl.

Motion carries 8/0.

## **6 Adjournment**

The meeting was adjourned at 9:55pm

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Code Review Board

Gage Hartung  
Dale Blanton  
Judi Hamelburg  
Gary Kuhl  
Andrew Olis

Parks & Parkway

Dan Keys  
Barbara Kuhl  
Robert Silverman  
Randy Wagoner

**MINUTES**  
**JOINT Meeting Code Review Board and**  
**Parks & Parkway Advisory Board**  
**Ed Burke Recreation Center - 11400 NE 9th Court**  
**Biscayne Park, FL 33161**  
**Wednesday, February 18, 2015 at 7:00pm**

**1 Call to Order**

Gage Hartung called the meeting to order at 6:35pm.

**2 Roll Call**

Present: Gage Hartung, Dale Blanton, Judi Hamelburg, Gary Kuhl, Andrew Olis, Dan Keys, Barbara Kuhl, Robert Silverman and Randy Wagoner

Present from Village Administration: Village Manager Heidi Shafran, Village Clerk Maria Camara, and Public Services Manager Krishan Manners

**3 Public Comments Related to Agenda Items**

Art Pyle: Issue with not allowing cars to park in the swale. Need to allow residents to park on swale at night, as many areas in the Village have no other option. In regards to hedges at 3', most cars are low and hard to see over 3'. In North Miami, sees that they are at 2'. If you trim right at 3', then very quickly it will grow higher. Who will measure? Need to also check for those that do plant a hedge, but then they allow it to grow 5' in width. Gravel driveways need to be maintained and that needs to be included in the code. Regarding swale are on corner houses, need to be clearer. Need to specify 40% of each frontage. Corners have two fronts. Need to be clear for the side front.

Janey Anderson: Concerned with section 5.6.1.(b) on variance for multi family properties and if they will be allowed to not have an approved parking surface.

Gage Hartung confirms they must have an approved parking surface even if they request a variance.

**4 New Business**

< None >

5 **Old Business**

- ◆ Clarification needed on the height limitation for tree canopy and branches that hang over into the clear zone.

Clarification provided that there must be an 8' clear trunk height; or that the canopy or branches does not intrude in any way into the clear zone at a height lower than 8'.

Also add a line that any landscape that overhangs to the street is subject to all state and local laws.

- ◆ 5.3.4 (f) iv *Mulch in the swale* - consideration of definition of 'organic mulch'.

Consensus to use: Natural materials with the exception of cypress mulch, and mulch with chemical compounds.

- ◆ 5.3.4 (l) - Consideration of using caliper size for dead and diseased trees that are in the swale that must be removed would be the responsibility of the Village.

Manager Shafran recommended using 60" in diameter based on a calculation using diameter breast height (DBH).

Barbara Kuhl makes a motion that if the tree is 60" at the diameter breast height (DBH), there is a 50-50 share between the Village and property owner in the cost of removal. Any permitted tree planted by the property owner would be the full responsibility of the property owner. If the tree straddles both the swale and property, there is no share with the Village. It is seconded by Dale Blanton.

Motion carries 7/2, with Randy Wagoner and Dan Keys voting no.

- ◆ 5.3.4 (l) - Consideration of adding language that Village responsibility would be dependent on available budgetary funds.

Manager Shafran will still suggest adding the language that the Village's share would be dependent on available budgetary funds.

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*Additional items not on the agenda that were discussed:*

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- ◆ 5.3.4 (j) *Existing nonconforming plants and trees in the swale*

There is consensus to remove this section.

- ◆ 5.3.4 (e) *House number signs*

Dan Keys makes a motion to remove section (e) and it is seconded by Gary Kuhl. Motion carries 9/0.

◆ 5.6.8 *Design standards for off-street parking*

Section (a)

Gary Kuhl makes a motion that the driveway materials on the property shall be of similar material and design element. It is seconded by Dale Blanton.

Motion carries 6/3 with Andrew Olis, Gage Hartung and Judi Hamelburg voting no.

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*Judi Hamelburg leaves at 8:40pm.*

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Dale Blanton makes a motion that all driveways must have improved approaches across the swale which shall meet the minimum standard of gravel construction. It is seconded by Barbara Kuhl.

Motion carries 6/2 with Andrew Olis and Gage Hartung voting no.

Section (f)

There is consensus to have the attorney clarify the language to make sure it is clear.

◆ 5.6.6 *Existing nonconforming minimum off-street parking requirements*

There is consensus to have the attorney clarify the language to make sure it is clear.

◆ 5.6.1.(a).1 - There is consensus to clean up the language to make it consistent.

**6 Adjournment**

The meeting was adjourned at 9:02pm

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