

TOWN OF MALABAR
PLANNING AND ZONING ADVISORY BOARD
REGULAR MEETING
WEDNESDAY OCTOBER 11, 2017
7:30 PM
MALABAR COUNCIL CHAMBER
2725 MALABAR ROAD
MALABAR, FLORIDA

AGENDA

- A. CALL TO ORDER, PRAYER AND PLEDGE**
- B. ROLL CALL**
- C. ADDITIONS/DELETIONS/CHANGES**
- D. CONSENT AGENDA :**

- 1. Approval of Minutes** Planning and Zoning Meeting – 9/27/2017
 - Exhibit:** Agenda Report No.1
 - Recommendation:** Request Approval

- E. PUBLIC HEARING: none**
- F. ACTION: none**
- G. DISCUSSION:**

- 2. Continue Discussion To Review & Revise Non-Residential Zoning District Sign Regulations (including Table 1-19.18)**
 - Exhibit:** Agenda Report No. 2
 - Recommendation:** Discussion

H. ADDITIONAL ITEMS FOR FUTURE MEETING:

- Discuss Land Development Regulations about “Tiny Homes” (Future Meeting)

Next Meeting- October 25, 2017

- I. PUBLIC:**
- J. OLD BUSINESS/NEW BUSINESS:**

OLD BUSINESS:

NEW BUSINESS:

- K. ADJOURN**

NOTE: THERE MAY BE ONE OR MORE MALABAR ELECTED OFFICIALS ATTENDING THIS MEETING. If an individual decides to appeal any decision made by this board with respect to any matter considered at this meeting, a verbatim transcript may be required, and the individual may need to ensure that a verbatim transcript of the proceedings is made (Florida Statute 286.0105). The Town does not provide this service in compliance with the Americans with Disabilities Act (ADA), anyone who needs a special accommodation for this meeting should contact the Town's ADA Coordinator at 321-727-7764 at least 48 hours in advance of this meeting.

TOWN OF MALABAR
PLANNING AND ZONING

AGENDA ITEM REPORT

AGENDA ITEM NO: 1
Meeting Date: October 11, 2017

Prepared By: Denine M. Sherear, Planning and Zoning Board Secretary

SUBJECT: Approval of Minutes

BACKGROUND/HISTORY:

The minutes must reflect the actions taken by the Board:

- Who made the Motion
- What is the motion
- Who seconded the motion
- What was the vote

Malabar has historically included discussion to provide the reader the understanding of how the Board came to their vote. It is not verbatim and some editing is done to convey the thought. People do not speak the way they write.

ATTACHMENTS:

Draft minutes of P&Z Board Meeting of September 27,2017

ACTION OPTIONS:

Secretary requests approval of the minutes.

“The following draft minutes are subject to changes and/or revisions by the Planning and Zoning Board and shall not be considered the official minutes until approved by the P&Z Board.”

**MALABAR PLANNING AND ZONING BOARD REGULAR MEETING
SEPTEMBER 27, 2017 7:30 PM**

This meeting of the Malabar Planning and Zoning was held at Town Hall at 2725 Malabar Road.

A. CALL TO ORDER, PRAYER AND PLEDGE:

Meeting called to order at 7:30 P.M. Prayer and Pledge led Chair Liz Ritter.

B. ROLL CALL:

CHAIR: LIZ RITTER
VICE-CHAIR: WAYNE ABARE
BOARD MEMBERS: BUD RYAN, EXCUSED
DOUG DIAL
GEORGE FOSTER, EXCUSED
ALTERNATE: ALLEN RICE, EXCUSED
ALTERNATE: MARY HOFMEISTER
BOARD SECRETARY: DENINE SHEREAR

ADDITIONAL ATTENDEES:

COUNCIL MEMBER: LAURA MAHONEY

C. ADDITIONS/DELETIONS/CHANGE:

Hofmeister will be voting in place of Ryan.

D. CONSENT AGENDA:

1. **Approval of Minutes** Planning and Zoning Meeting – 07/26/2017
Planning and Zoning Meeting – 08/09/2017
Planning and Zoning Meeting – 08/23/2017
Exhibit: Agenda Report No. 1
Recommendation: Request Approval

**Motion: Hofmeister/Abare to Approve Minutes for July 26, 2017 as presented, All Vote
; Aye**

**Motion: Hofmeister/Abare to Approve Minutes for August 9, 2017 as presented, All Vote
; Aye**

**Motion: Hofmeister/Abare to Approve Minutes for August 23, 2017 as presented, All Vote
; Aye**

E. ACTION:

F. DISCUSSION:

2. **Continue Discussion To Review & Revise Table 1-19.18 “Zoning District Sign Regulations” including Table 1-19.18**
Exhibit: Agenda Report No. 2
Recommendation: Discussion

The Board discussed extensively the verbiage for Table 1-19.18 Sign Regulations to clarify size and dimensions to update sign codes.

The Board reviewed signs presently located throughout Malabar and referenced the revised Table 1-19.18 for compliance. The clarification was determined that when measuring the area of a double faced "Accessory" sign, only one (1) face shall be calculated to determine the total area. The Board discussed the refreshing rate of flashing signs and will bring back at the next meeting.

The Board would like to have pictures of Town signs and relate the correspondence of the Table 1-19.18. Zoning District Sign Regulations to these current signs for reference.

Ritter/Abare asked about "Annual Sign Fees", the following information:

- The last time the sign fees were charged and schedule of fees?
- By who & why the fees were discontinued? What reason were the fees discontinued.

Abare had said, he was told Phelps discontinued this. (Building Official?)
(Please ask Debby Franklin for information)

For next meeting:

Make book with pictures of Town Signs (email)
Liz will do power point on digital sign refreshing time for review by Board

G. ADDITIONAL ITEMS FOR FUTURE MEETING

- Discuss Land Development Regulations about "Tiny Homes" (Future Meeting)

H. PUBLIC

I. OLD BUSINESS/NEW BUSINESS:

Old Business:

New Business:

Reminder: Next Meeting – October 11, 2017

J. ADJOURN

There being no further business to discuss, MOTION: Hofmeister /Abare to adjourn this meeting.
Vote: All Ayes. The meeting adjourned 8:32 P.M.

BY:

Liz Ritter, Chair

Denine Sherear, Board Secretary

Date Approved: as presented/corrected

**TOWN OF MALABAR
AGENDA ITEM REPORT**

AGENDA ITEM NO: 2
Meeting Date: October 11, 2017

Prepared By: Denine Sherear, Planning & Zoning Board Secretary

SUBJECT: Continue Discussion on Review & Revise Non-Residential Zoning District Sign Regulations (including Table 1-19.18)

BACKGROUND/HISTORY:

At the last PZ Meeting on 9/27/2017 this Board reviewed definitions (Article XIX Signage Code) & Table 1-19.18 concerning the Sign Regulations updating & clarifying making suggestions for revisions. This discussion will continue including pictures of Town signage that corresponds with Table 1-19.18. This direction of revising this Table was given by Council.

Reminder for each PZ Board Member to bring working documents containing ideas for suggestion to meeting of 10/11/2017 and previous packets from the meetings listed below:

Please bring your packets from the past PZ Meetings from 4/12/2017, 4/26/2017, 5/10/2017, 5/31/2017, 6/14/2017, 6/28/2017, 7/12/2017, 7/26/2017, to present.

ATTACHMENTS:

- Town of Malabar Article XIX Signage Code Revisions **Table 1-19.18 (11 x 17)**
- Pictures of Town Signs, as in reference to revisions of Table 1-19.18

ACTION OPTIONS: Discussion/Action

(2) Sign Regulations Within Non-Residential Zoning Districts:

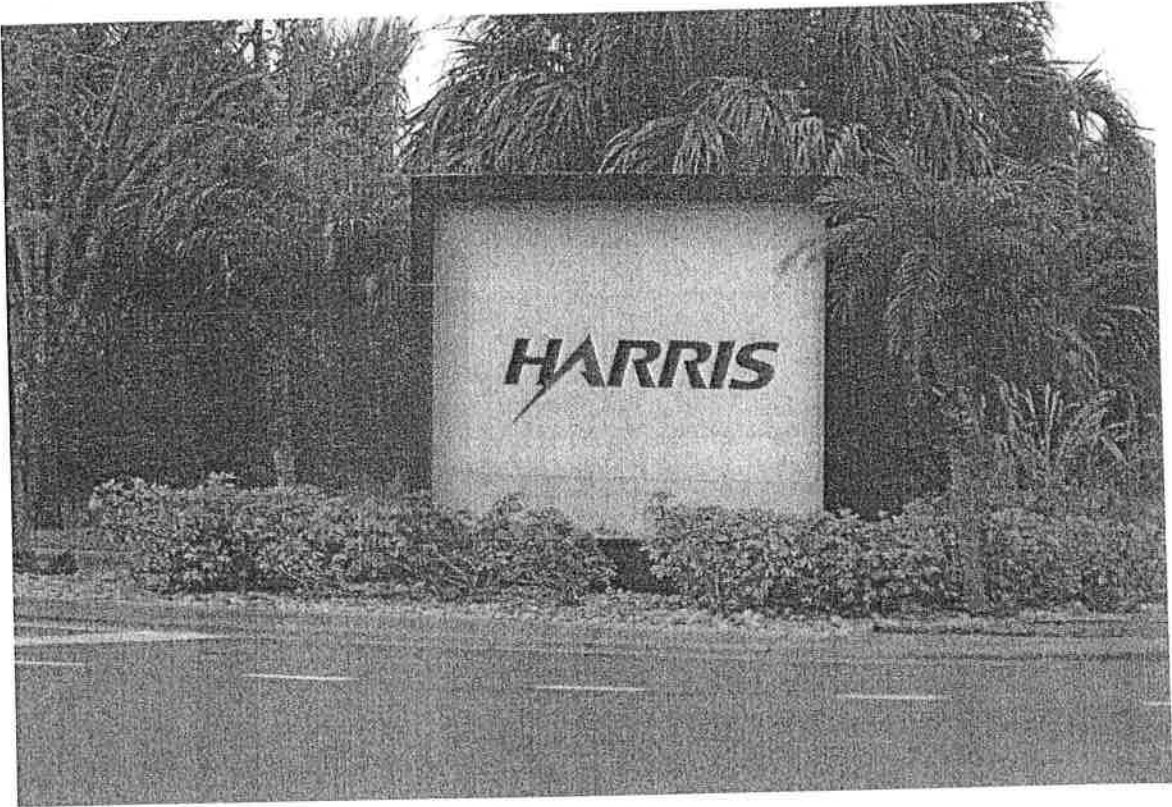
Sign Type	Construction Class	Maximum Number	Maximum Area	Maximum Height	Placement	Illumination	Special Regulations
1 Accessory	1a Wall	3	no more than 60 sq. ft. of cumulative area	Roof line of building	Non-Restricted	Direct, Indirect	See Footnotes 1, 3, and 4
Accessory	1b Detached, Marquee, and Projecting 1c 1d	2 total from this group	150 sq. ft. total cumulative area*	Detached: 25 ft. Others: Roof line of building	Must observe yard regulations and Front setback: 10 ft.	Direct, Indirect	See Footnotes 4 and 5
Accessory	1e Snipe	4	1 1/2 sq. ft. each	Roof line of building	Must observe all yard regulations	None	None
2 Construction	2a Wall or Detached 2b	1	32 sq. ft.	Detached: 10 ft. Wall; Roof line of building	Front setback: 10 ft. Side and Rear: 25 ft.	Indirect	Must be immediately removed upon completion of construction
3 Directory	3a Wall or Detached 3b	2	Sum of 30 sq. ft.	10 ft.	Must observe all yard regulations	Indirect	None
4 Directional	4a Wall or Detached 4b	2	3 sq. ft.	Detached: 3 ft. Wall: 10 ft.	Non-Restricted	Indirect	None
5 Future Improvement	5a Detached	1	32 sq. ft.	10 ft.	Front setback: 10 ft. Side and Rear: 25 ft.	Indirect	Must be immediately removed upon completion of construction
6 General Outdoor Advertising	6a Wall or Detached 6b	1	Detached: 3 sq. ft. Wall: 10 sq. ft.	10 ft.	Front setback: 10 ft. Rear and Side: 25 ft.	Indirect	See Footnotes 1 and 2
7 Real Estate	7a Wall or Detached 7b	3	9 sq. ft. each	Detached: 4 ft. Wall: 8 ft.	Front setback: 10 ft. Side and Rear: 25 ft.	None	Buildings of over 10,000 sq. ft. may erect a wall sign of 12 sq. ft. See Footnotes 1 and 6.
8 Subdivision	8a Wall or Detached 8b	1 per public entrance	12 sq. ft.	10 ft.	No signs to impede vision at any intersection	Indirect	See Footnote 3

9 Billboard Footnotes to charts:

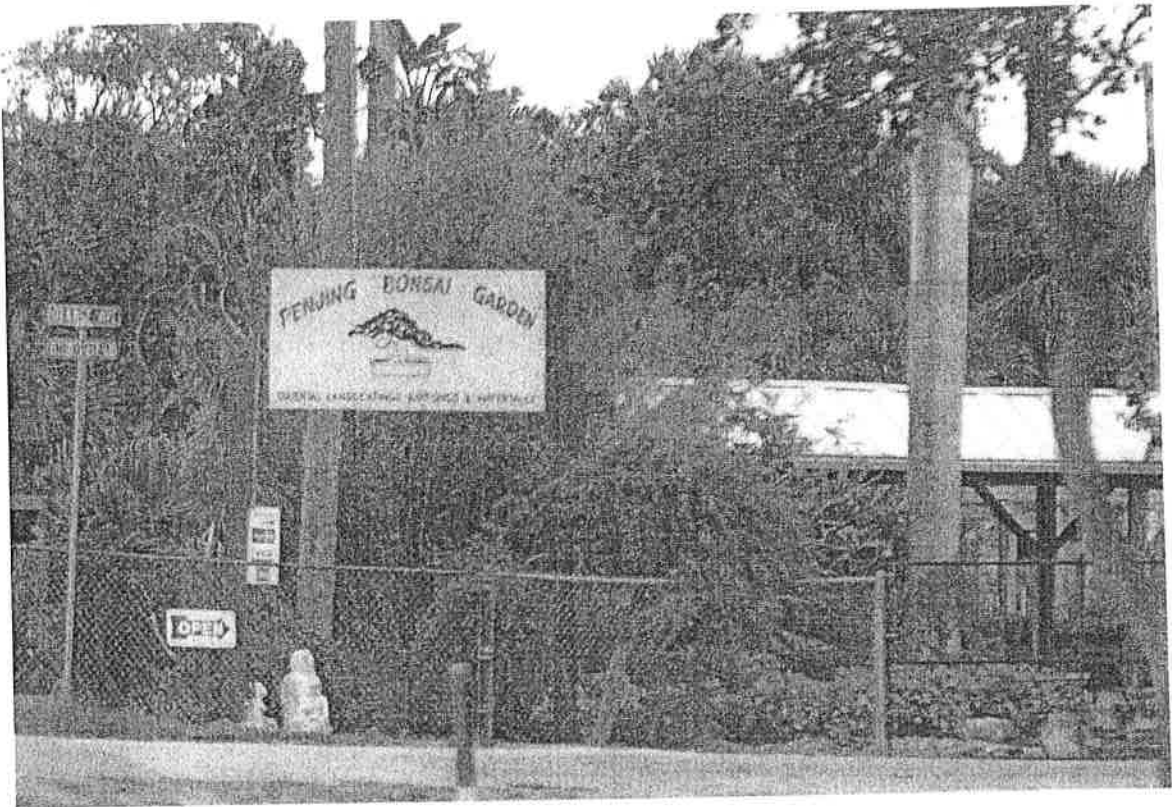
- (1) All inside signs hanging in a window shall be counted as wall signs and in addition shall not exceed 50% of glassed area of the window in which the sign is located.
 - (2) Only permitted are those signs which identify, advertise, and/or direct to a licensed business within two hundred (200) feet of the sign. However, if the sign is three (3) square feet or less in area, the business may be within one (1) mile of the sign.
 - (3) Apartment complexes and dwellings of upto ten (10) units are permitted thirty-two (32) square feet. For excess of ten (10) units, one (1) square foot may be added for each unit, upto a maximum of forty-eight (48) square feet in cumulative area.
 - (4) If illumination or animated signs are permitted, sign may not be flashing, and may not refresh faster than every 30 seconds.?
 - (5) One additional sign of this construction class up to thirty (30) square feet in area shall be permitted for each two hundred (200) feet of street frontage.
 - (6) For a group of more than four (4) sites and in lieu of the nine (9) square foot individual lot sign, one thirty-two (32) square feet shall be permitted.
- * In measuring the area of a doubled faced sign, only one face shall be calculated to determine the total area.

(11x17 Working Document in Packet)

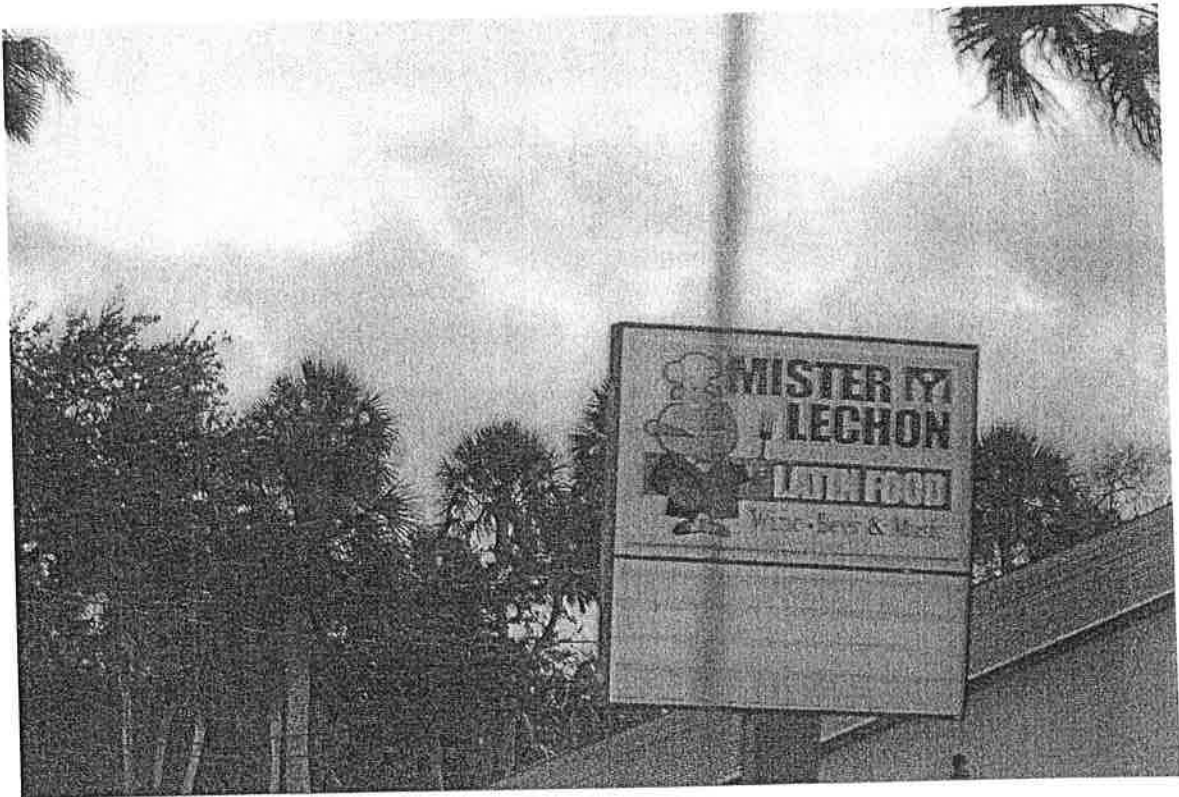
**Signage along US
HWY 1 in the
Town of Malabar**

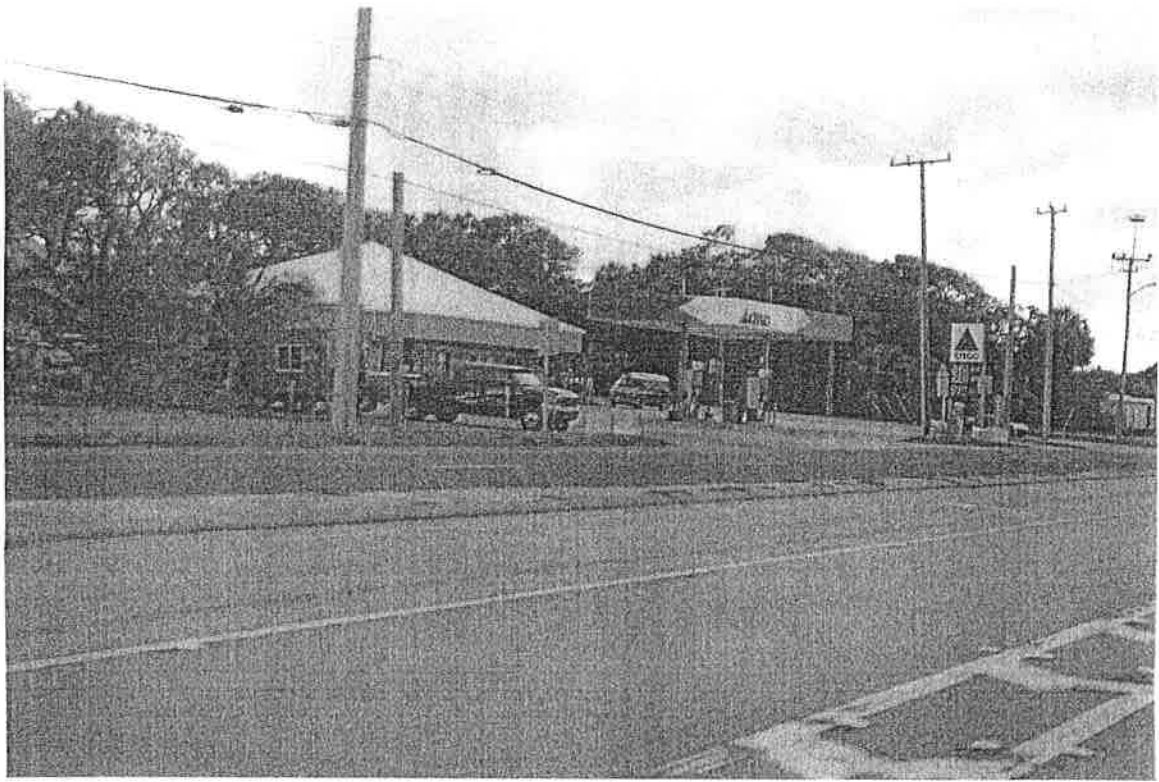
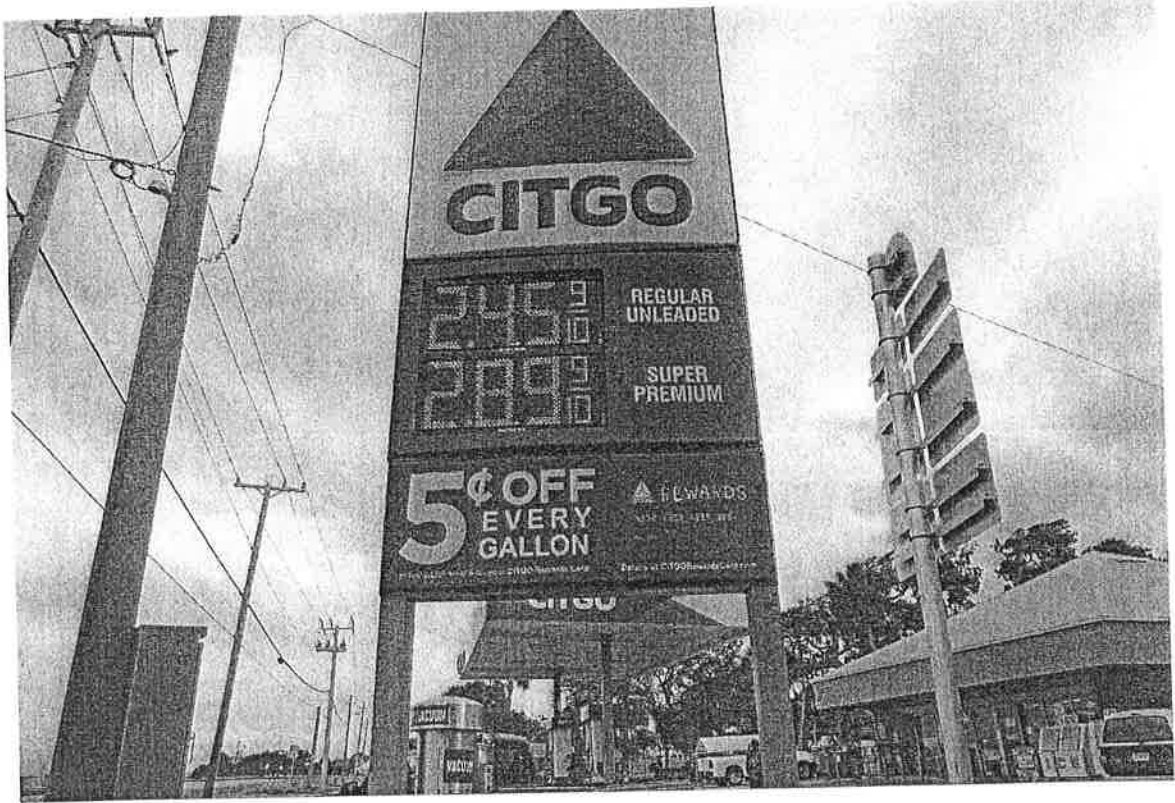


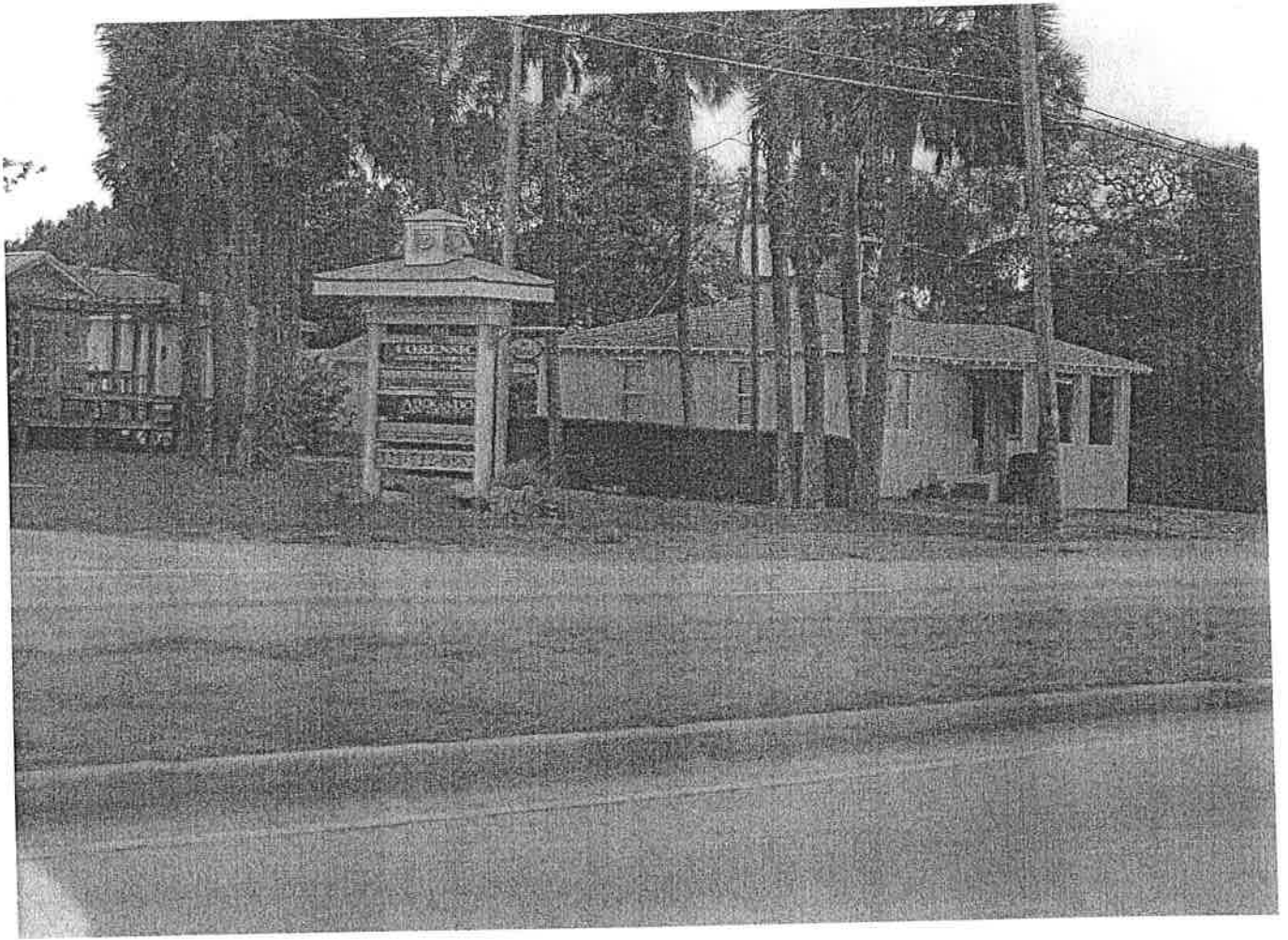


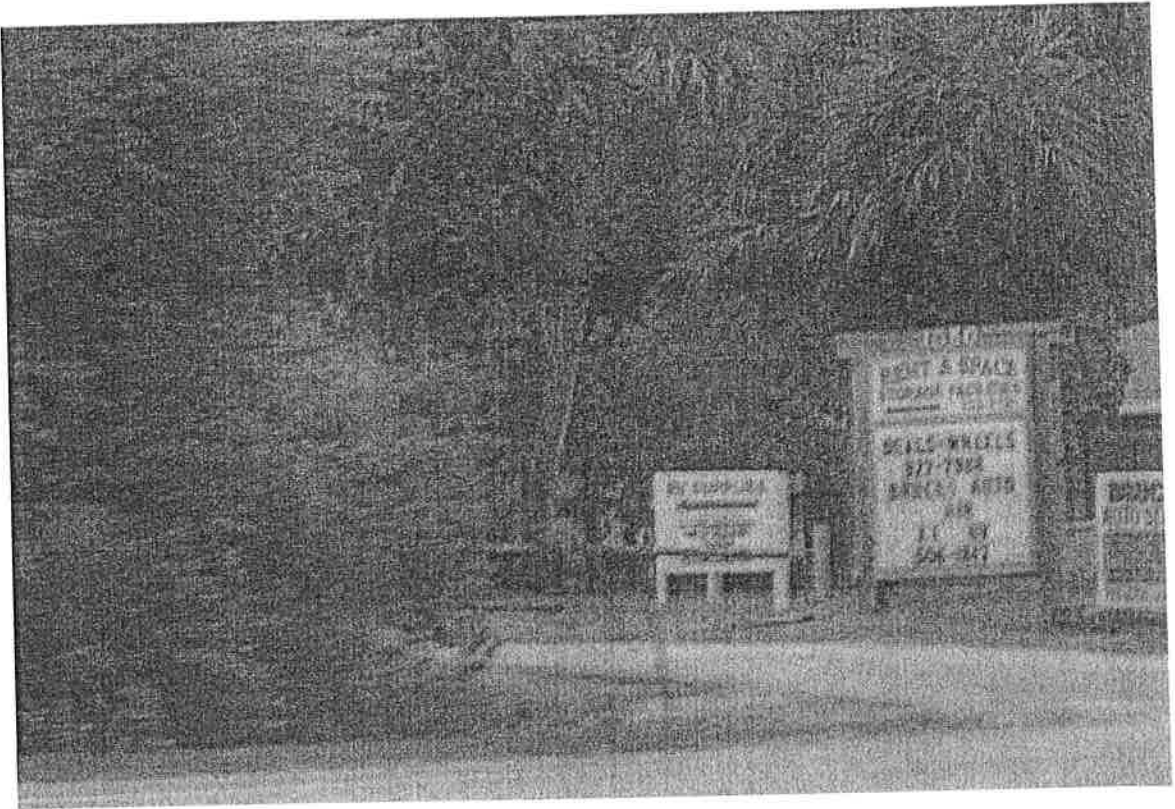








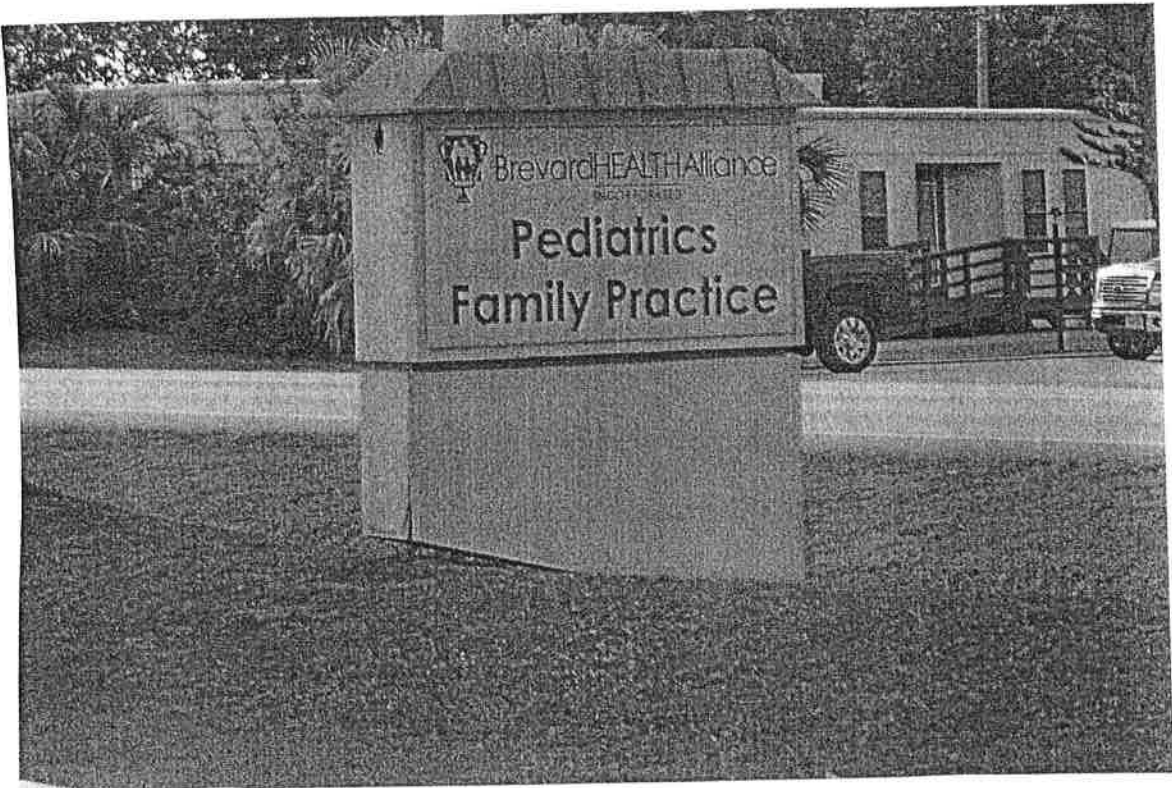
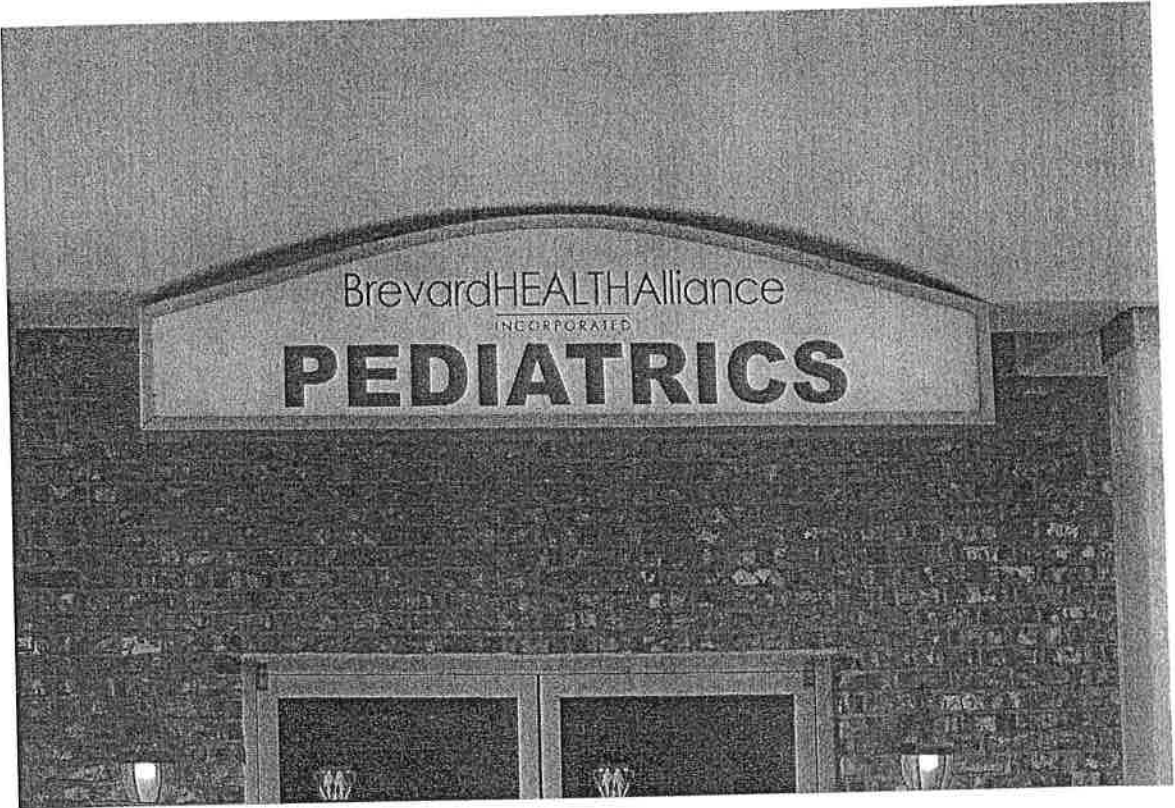


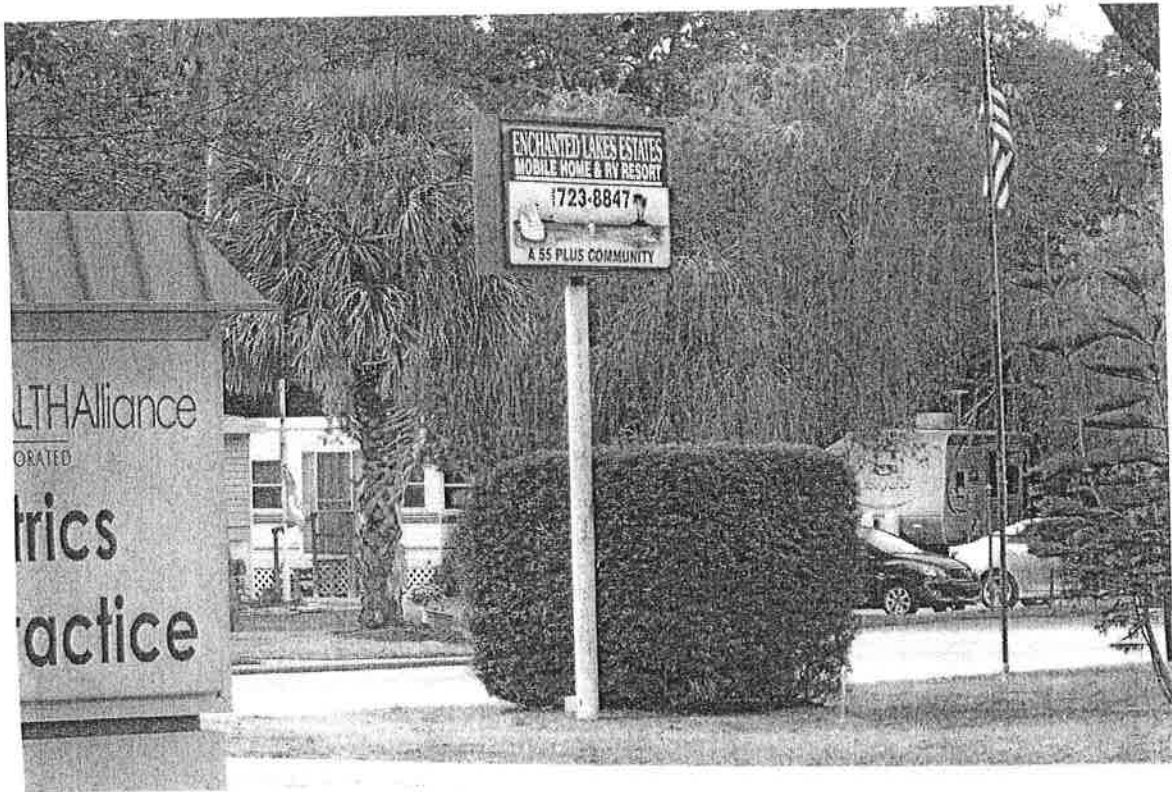
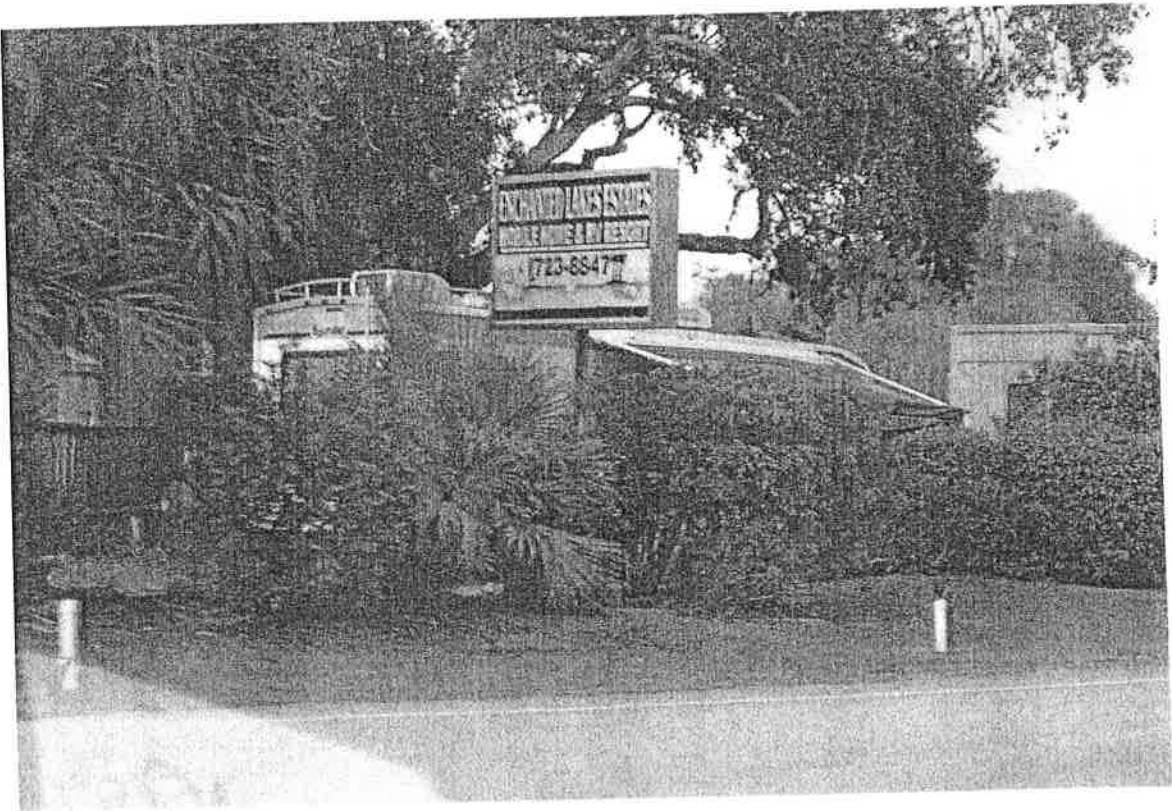


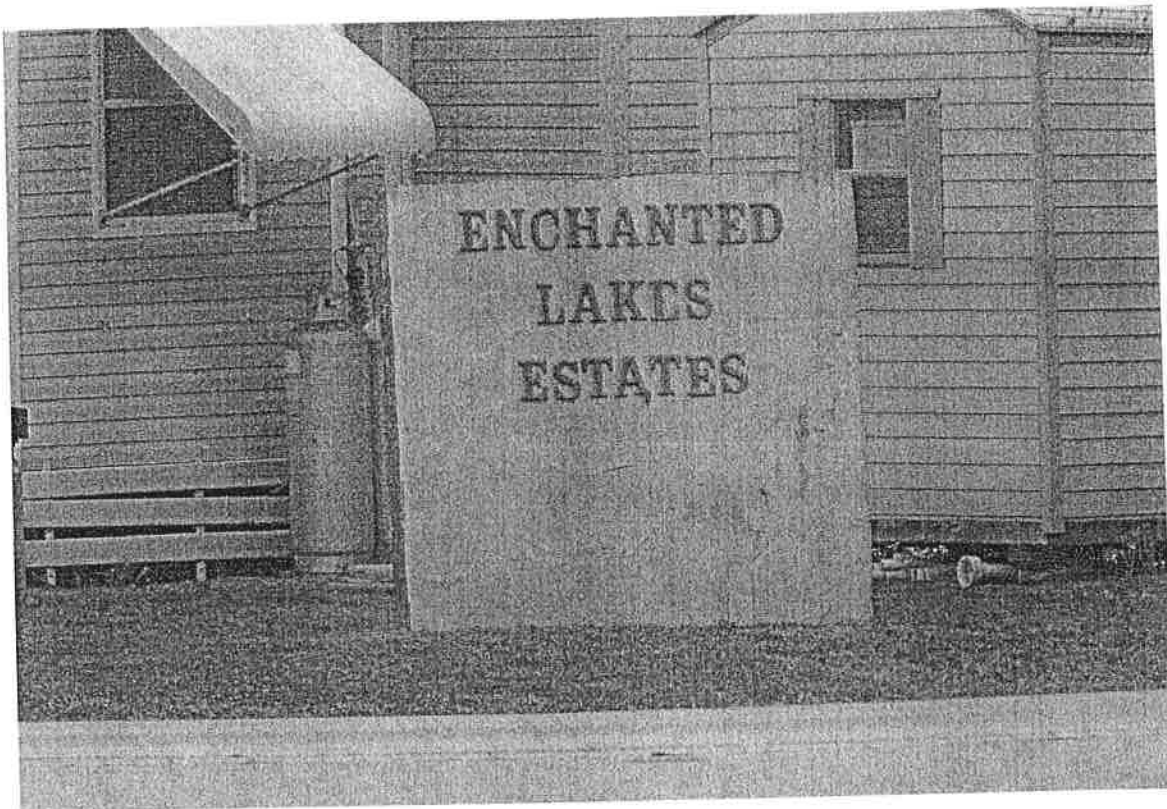


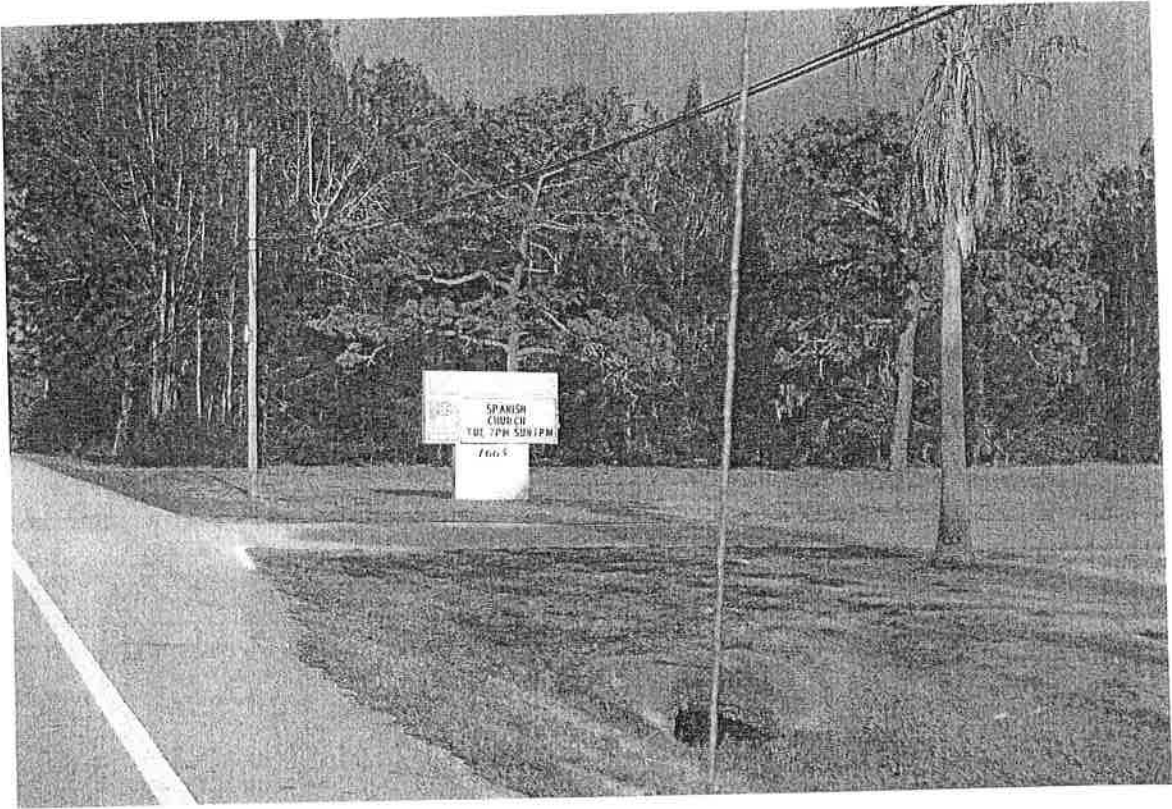
**Signage along
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the
Town of Malabar**

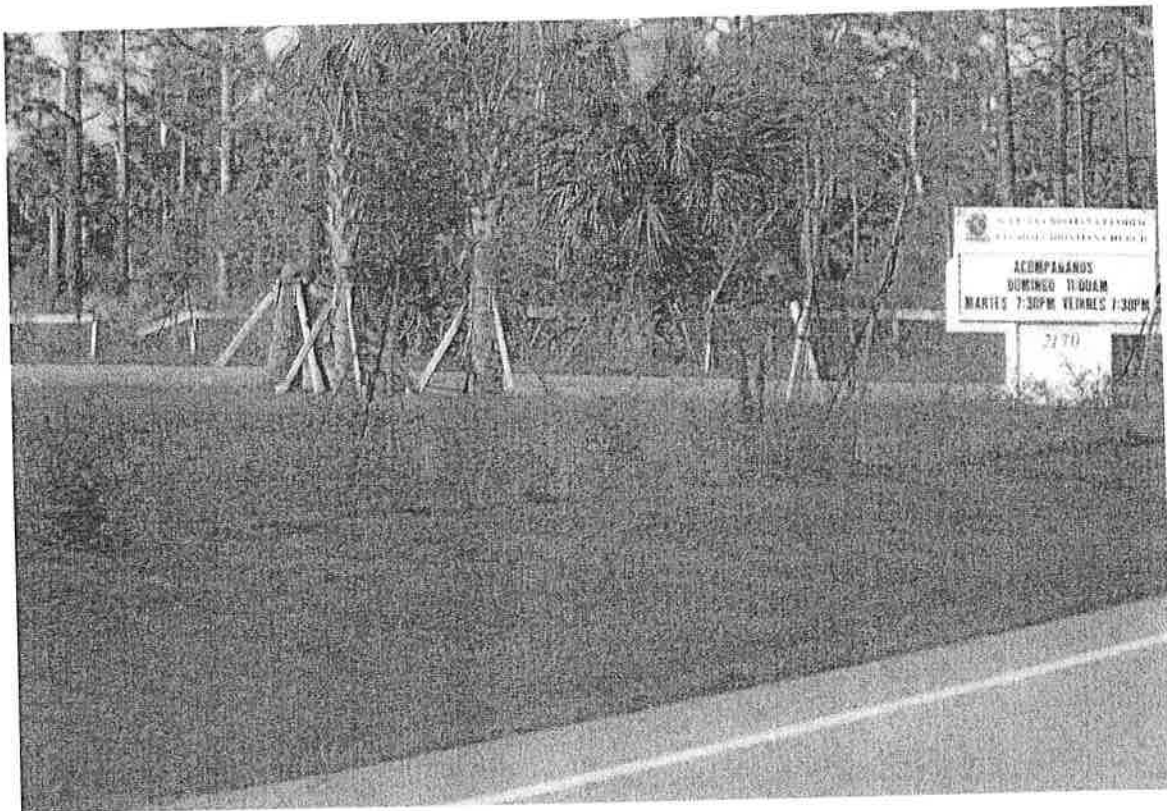


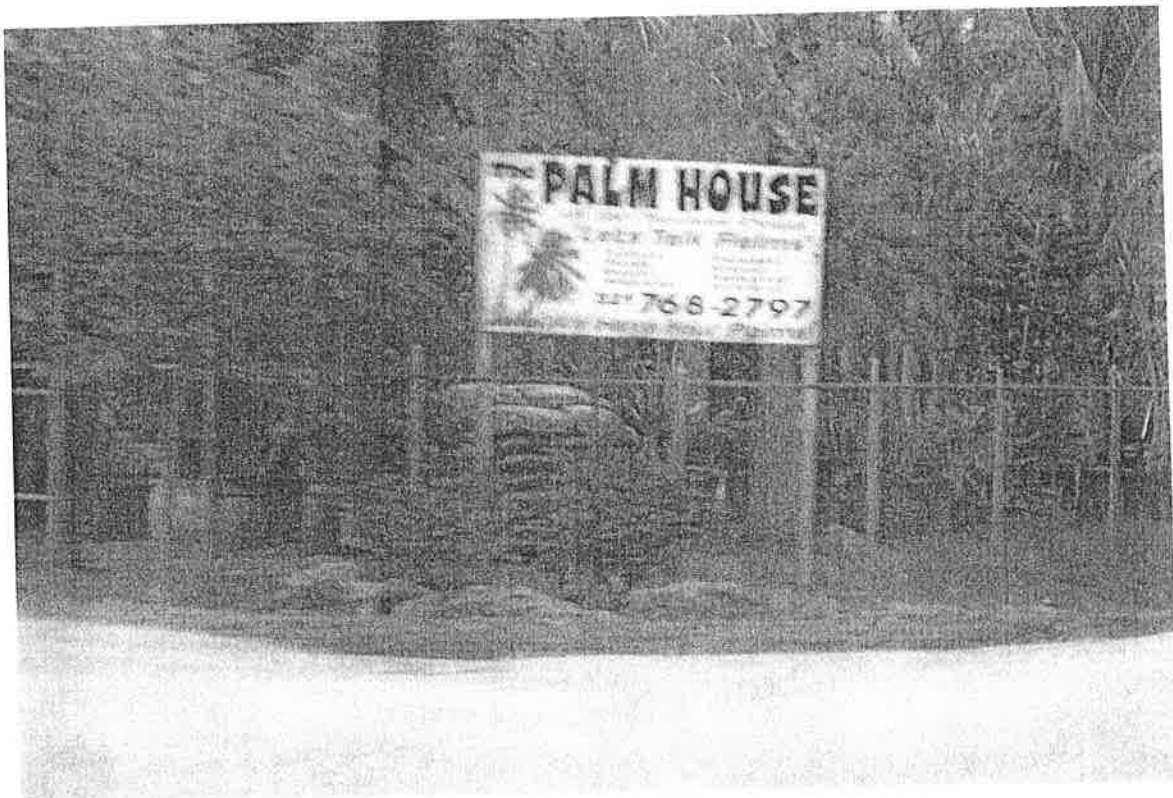
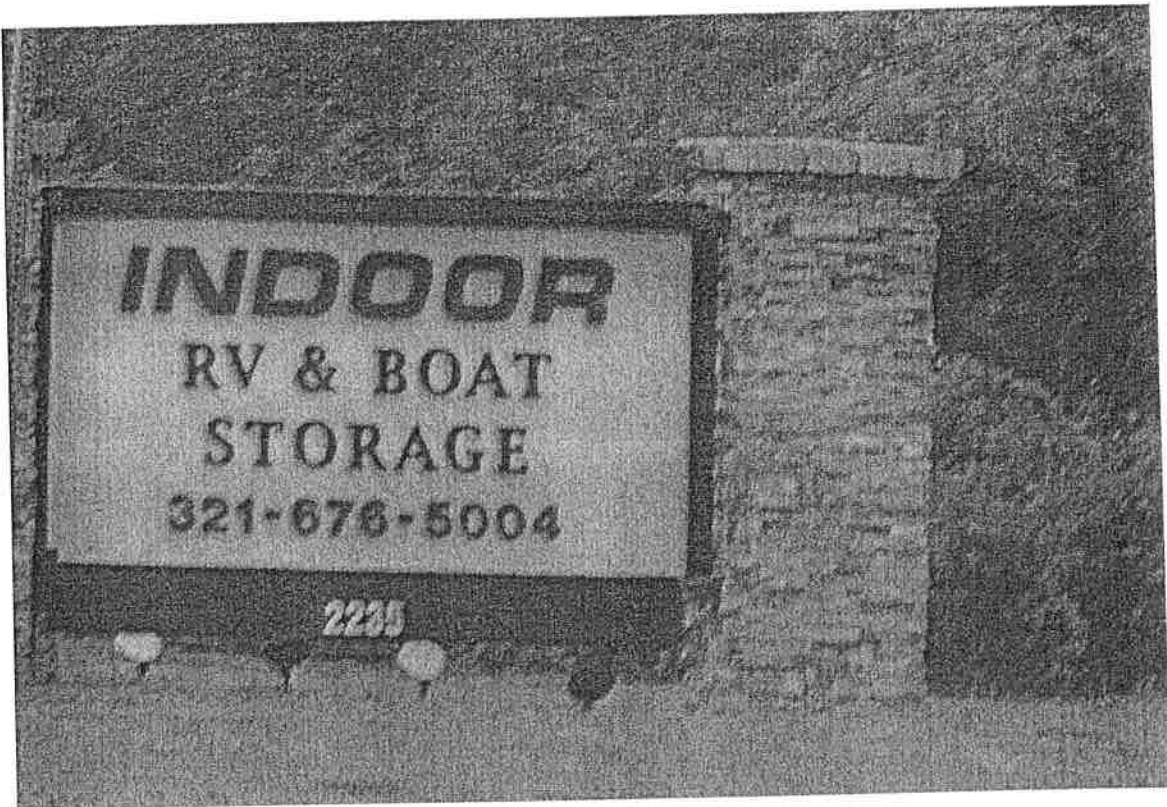


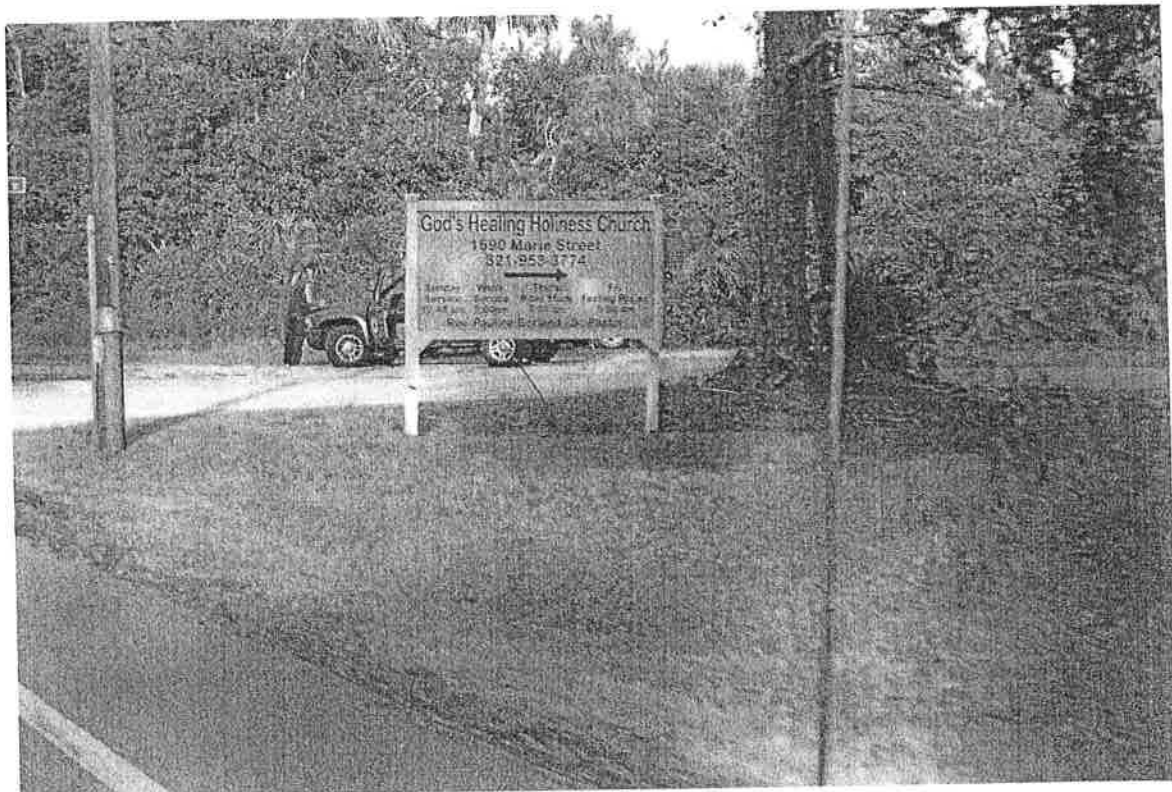
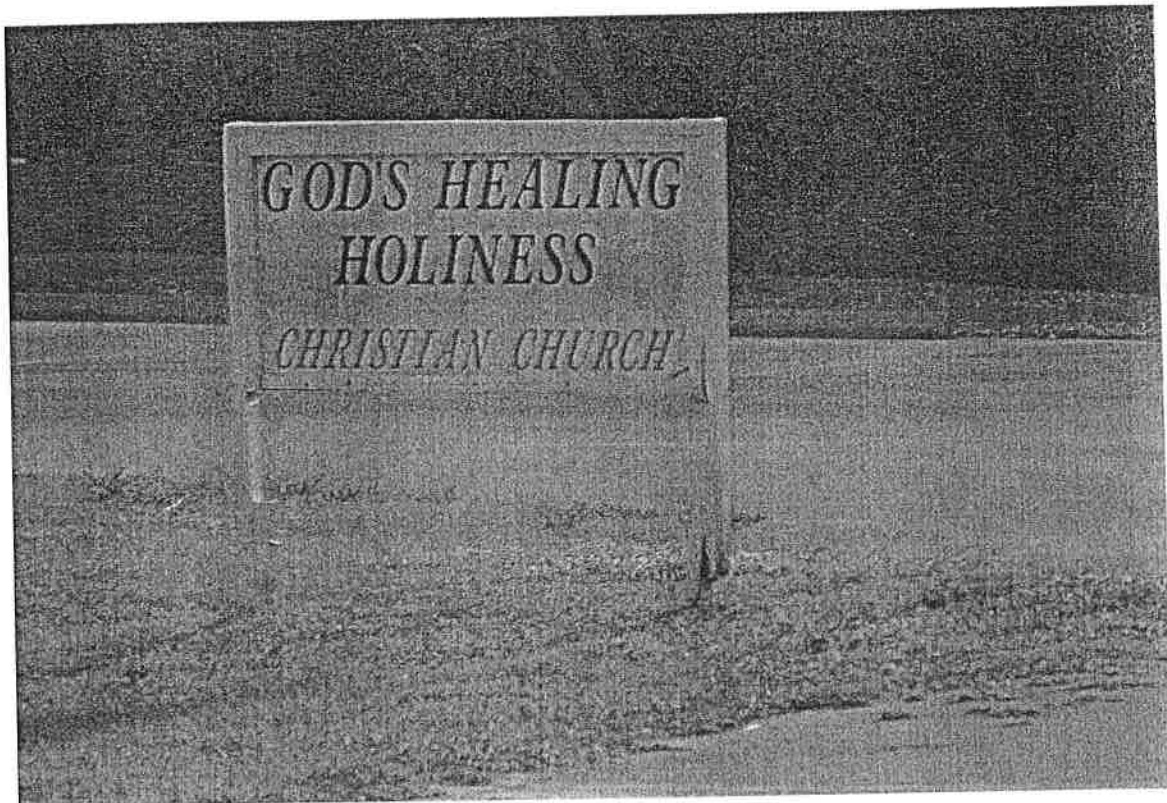




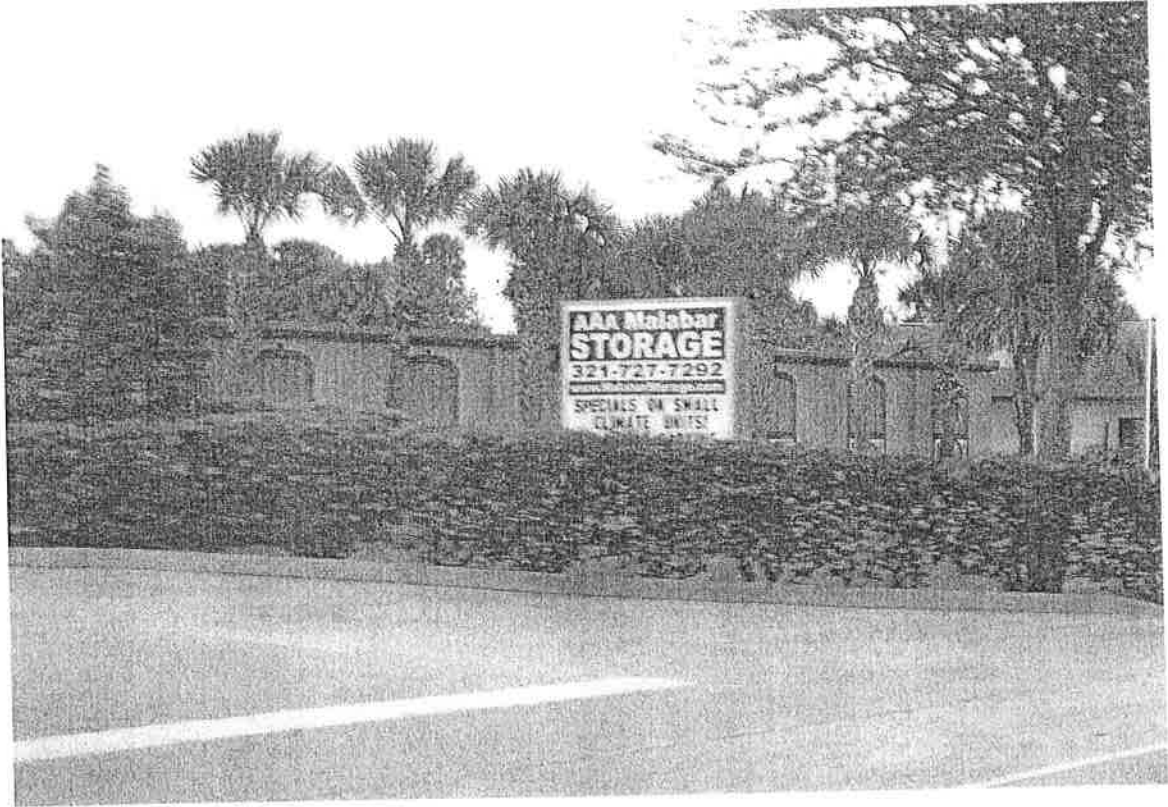


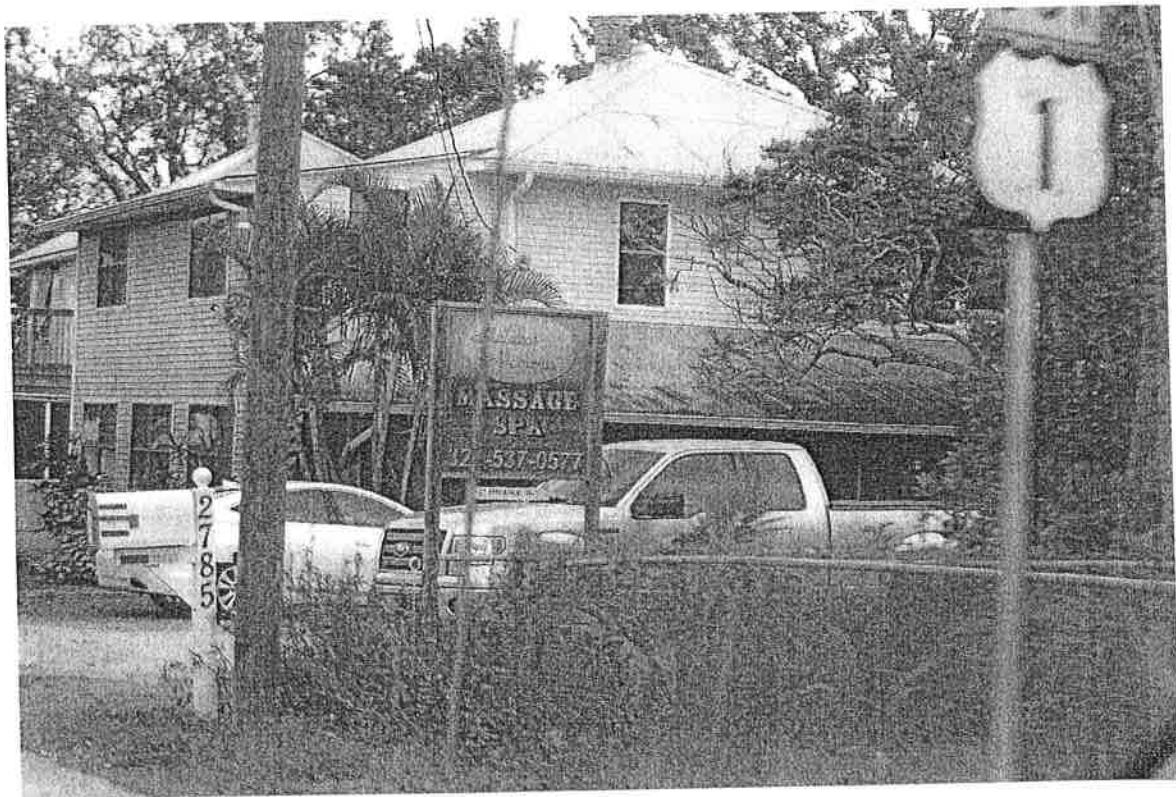
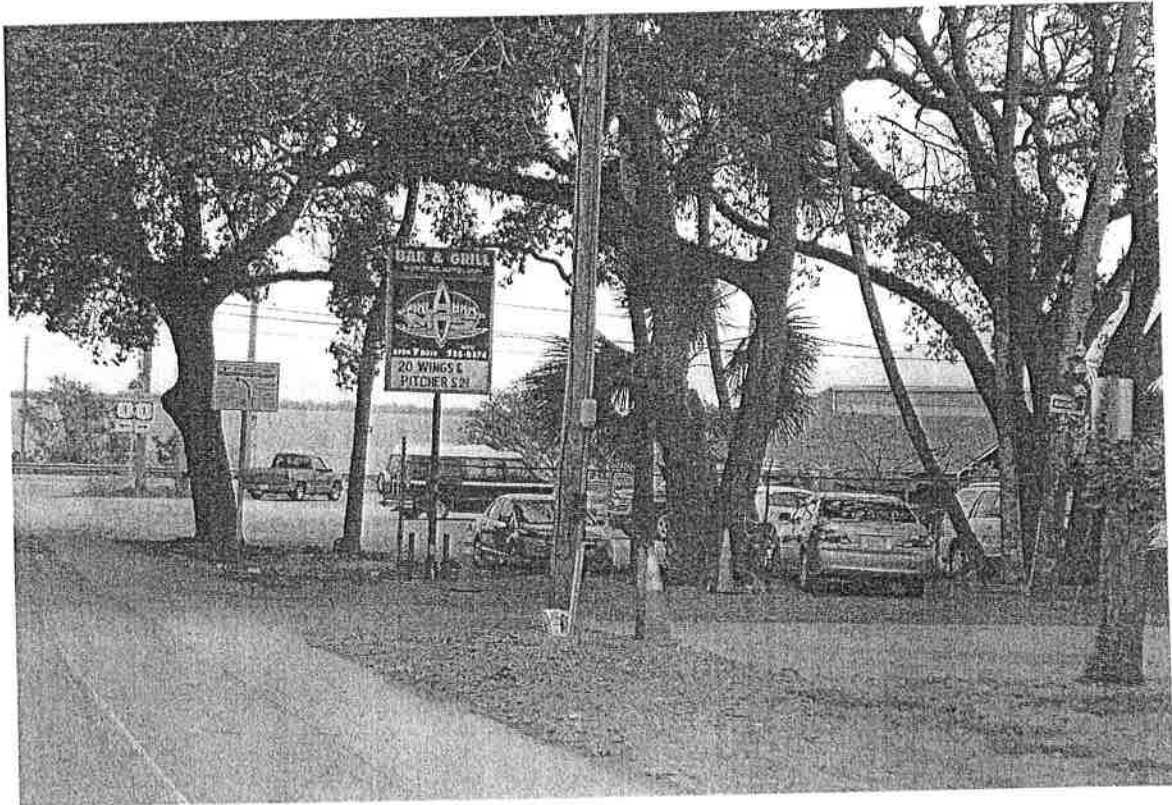












**Signage along
Babcock Street
in the
Town of Malabar**



