



## **CITY OF COCONUT CREEK CITY COMMISSION MINUTES**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: June 18, 2018  
Time: 5:30 p.m.  
Workshop Meeting**

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### **CALL TO ORDER**

Mayor Rydell called the meeting to order at 5:34 p.m.

### **PRESENT UPON ROLL CALL:**

Mayor Joshua Rydell  
Vice Mayor Sandra L. Welch  
Commissioner Rebecca A. Tooley  
Commissioner Lou Sarbone  
Commissioner Mikkie Belvedere  
City Manager Mary C. Blasi  
City Attorney Terrill C. Pyburn  
City Clerk Leslie Wallace May

### **ALSO PRESENT:**

Albert "Butch" Arenal, Police Chief  
Lizet Aguiar, Principal Planner  
Yvonne Lopez, Community Relations Director  
Sheila Rose, Assistant City Manager/Sustainable Development Director  
Scott Stoudenmire, Sustainable Development Deputy Director  
Linda Whitman, Senior Planner

### **DISCUSSION – PROPOSED ADDITIONAL ADVISORY BOARDS**

City Manager Mary Blasi opened the discussion and provided the Commission with a list of current City boards and committees and a list of proposed City boards. Mayor Rydell opened the floor for Commission comments. Vice Mayor Welch suggested increasing the number of board members on existing boards. Discussion ensued regarding alternates for the Planning and Zoning Board. Mayor Rydell spoke about the purview of the Community Outreach Board and Public Safety Board. Discussion ensued regarding combining the two Boards. Commissioner Sarbone spoke about training for the board members.

City Manager Blasi explained that the Seminole Educational Foundation is not a City Advisory Board, but that the Commission would appoint two members to serve on the Foundation. Discussion ensued regarding having a City Education Advisory Board and include student board members. The Commission discussed having mission statements for each board and training requirements for board members.

Consensus was given to add a Community Outreach Board, Public Safety Board, and Education Advisory Board and to add members to existing boards except for the Planning and Zoning Board. Discussion ensued regarding board liaisons and agendas. Community Relations Director Yvonne

Lopez spoke about the mission of the Community Outreach Board and qualifications for board members. City Attorney Pyburn noted that any newly-created boards would be subject to the Sunshine Law and Public Records Law.

## **MAINSTREET UPDATE AND DISCUSSION**

Assistant City Manager / Sustainable Development Director Sheila Rose noted that this was the third workshop in the series to discuss the update to the MainStreet Design Standards (MSDS) and began a *PowerPoint* presentation. She explained that staff was recommending to adopt the proposed modifications to the MSDS as an addendum to the document. She summarized the previous workshop consensus items regarding implementation procedures, district-wide development organization, and building certifications and specifications.

Sustainable Development Deputy Director Scott Stoudenmire spoke about the implementation process for development projects in the MainStreet Project Area (MSPA) and reminded the Commission that there was consensus to establish a Mainstreet Master Plan process to address larger tracts of lands and to strengthen and formalize the Alternate Design Solution Process. He explained how the MainStreet Master Plan process would be implemented, noting that it would not provide for specific building design specifications, which would be addressed during the site plan process as a supplemental document to the Master Plan. He went on to explain the existing Alternate Design Solution Process and discussed proposed language to further define the process, including a requirement for a finding of consistency for the alternate design solutions during the approval process. Discussion ensued. Mr. Stoudenmire spoke about permitted uses in the MSPA, noting that the permitted uses would correlate with the Land Development Code Master Business List for consistency. Discussion ensued. Ms. Rose spoke about technology and security in the MSPA and explained the existing site plan safety design review procedures. She stated that staff was proposing to implement a security plan for the MSPA in conjunction with the Police Department, which would require further discussion.

Ms. Rose discussed various definitions for mixed-use development and noted that staff was proposing to clarify the definitions in the MSDS to include three different concepts: vertical mixed-use buildings, horizontal mixed-use blocks, and mixed-use walkable neighborhoods. She reviewed the current development entitlements in the MainStreet Regional Activity Center and explained that staff was proposing to create a series of mixed-use ratios to ensure the MSPA provides for an appropriate mix of nonresidential and residential uses. She spoke about sub-districts and cross street sections, clarifying that MainStreet is an area and not an isolated street. Discussion ensued regarding school concurrency. Ms. Rose reviewed the proposed allowances for the MS-C sub-district that were discussed at the previous workshop. She spoke about the MS-R sub-district, noting that staff was proposing a reduced building height to five stories for 50 percent of the buildings in the sub-district. The remaining 50 percent of the buildings would be less than five stories. Discussion continued regarding the proposed allowances for the MS-P sub-district that were discussed at the previous workshop, and it was noted that the MS-P sub-district was proposed to have the lowest density of residential use and highest density of nonresidential use. Ms. Rose noted that the MS-T sub-district would be a transit district with the highest density and the subject of redevelopment.

Principal Planner Lizet Aguiar discussed several design elements including building setbacks, materials, fenestration, and articulation. She explained that staff proposed adopting minimum quality standards for design specifications as part of the site plan approval process. She noted that staff was proposing to clarify that landscaping would not be considered an architectural feature for windowless walls and spoke about minimum setbacks for residential buildings to provide for privacy.

Discussion ensued regarding required minimum quality standards for building materials, including the use of impact glass. Ms. Aguiar noted that minimum quality standards related to articulation would clarify the amount of articulation required. Ms. Rose responded to a question from the Commission regarding parking and stated that parking standards would be reviewed.

Mayor Rydell opened the floor for public comment. Brenda Yates, representing the contract purchaser of the Johns Family property in the MSPA, spoke about creating a phased development plan for the property. She commented on the placement of residential and nonresidential uses within the development plan and associated traffic patterns and the need for flexibility on the ratios. She stated that building quality helps raise market and tax values.

Attorney Scott Backman of Dunay, Miskel, and Backman asked if the non-residential ratio applied across the entire sub-district or each parcel within the sub-district, and Ms. Rose responded that it was expected to be included in the individual Planned MainStreet Development District (PMDD). Mr. Backman commented that it would bring a lot of complexity for individual property owners within a sub-district. Discussion ensued. Mr. Backman commented on the implementation of the mixed-use ratios and its impact on smaller properties. Ms. Rose stated that staff would continue working on the implementation of the mixed-use ratios to focus on strengthening the nodal concept. There were no further comments from the public.

Ms. Rose introduced the City's Traffic Consultant, John Krane, to discuss traffic issues, noting that he was working to develop a methodology for the traffic study. Mr. Krane explained that traffic considerations for the area were reviewed through the rules and statutes that govern Developments of Regional Impact (DRI). He commented that a site specific traffic analysis would ensure that circulation around and through the site, as well as access to the site, worked. He noted that they identified nine existing intersections that govern access and circulation to the site and suggested that review of those intersections be required as part of a site specific traffic analysis, using current traffic standards. Discussion ensued. John McWilliams of Kimley Horn, traffic consultant representing the Johns Family property contract purchaser, noted that the MainStreet DRI Development Order obligated the developer to do improvements at the project driveways and would include more intersections than the nine existing intersections. Ms. Rose spoke briefly about parks and open space in the MainStreet area, noting that the City was working to develop a Parks and Recreation Master Plan, which would include considerations for the MSPA.

Consensus was given to move forward with staff's recommendations, including:

- Detailed recommendations for implementation and using the standards;
- Proposed use changes;
- MS-R and MS-T Sub-District design requirements for building height; and
- Minimum Quality Design Standards.

## ADJOURNMENT

The meeting was adjourned at 7:39 p.m.

Transcribed by:  
Monique Drake and Marianne Bowers