

**CITY OF NORTH LAUDERDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
701 SW 71<sup>st</sup> Avenue**

**PLANNING AND ZONING BOARD MEETING**

**MINUTES**

**MAY 7, 2019**

The North Lauderdale Planning and Zoning Board met at the Municipal Complex on Tuesday, May 7, 2019.

1. **CALL TO ORDER BY CHAIRMAN** – Vice Chair McKay called the meeting to order at 6:35pm.
2. **ROLL CALL**  
Christine McKay, Vice Chair  
William Albright - *Excused*  
Barbara Thomas  
Dr. Enjoli R. Paul, EdD  
Montfort Alexis - *Unexcused*  
Alfredo Marriaga  
Alex Ortiz (Alternate)  
City Attorney Brian Sherman  
City Clerk Patricia Vancheri

City Clerk Vancheri introduced new Board Member Alfredo Marriaga. She also advised that Board Member Ortiz is now an alternate member of the Board. Board Member Thomas inquired on the voting process for alternate members. Attorney Sherman clarified voting for alternate members. He stated an alternate member only votes in the absence of a regular member.

3. **APPROVAL OF MINUTES**

- a. **April 23, 2019** –Vice Chair McKay requested to amend the Minutes under item 5b. subject to the recording to reflect a question that she recalls asking during the discussion. Attorney Sherman clarified that the Meeting Minutes are more action Minutes and not verbatim. **Board Member Thomas moved to approve to the Meeting Minutes as amended. Seconded by Board Member Ortiz. All were in favor. Minutes were unanimously approved by voice vote.**

4. **OLD BUSINESS** – None.

## 5. NEW BUSINESS

- a. **SIGN WAIVER REQUEST:** SWAV 19-03  
**NAME OF APPLICANT:** AA SIGN LINES  
**PROJECT NAME:** O'Reilly Auto Parts  
**PROJECT LOCATION:** 5310 North State Road 7  
**PROJECT DESCRIPTION:** To allow: One main wall sign with the 27 inch high lettering "O'Reilly" and 17 inch high lettering "Auto Parts", whereas Section 94-16(C)(1)(c) of the City Code allows for 16 inch maximum letter height within a (B-3) regional business zoning district.

At this time those present to testify under item 5A were duly sworn by Attorney Sherman. Andrew Disbury, Community Development Specialist, presented the item based on the back up memorandum. He advised that the Applicant, O'Reilly Auto Parts is requesting a wall sign, also referred to as a cabinet sign, to be mounted at the location, 5310 N SR 7. The Applicant has taken over the operation and they are in the process of re-doing signs and they are requesting a sign waiver for 27 inch high letters for the "O'Reilly" portion of the sign where a maximum of 16 inch high letters are allowed per City code. The word "Auto Parts" as part of the sign will be 17 inches high and the overall sign area 75 square feet where 75 square feet is allowed per City Code. Staff recommends the waiver for the consideration to the City Commission. The Applicant, Francesco Falcetti, owner of AA Sign Lines introduced himself to the board members. Mr. Falcetti advised that if they comply with the 16 inch height then the letters would be small and the sign would be lost on the cabinet. He stated that they are asking for approval on the variance in order to allow the letters to fill the sign areas which is within the limits allowed by code. Attorney Sherman clarified for board members that they have an Amended Agenda, with the item as read with the recommended conditions by Staff to allow the 27 inch letter wall sign for "O'Reilly" and to allow for a 17 inch letter wall sign for "Auto Parts" and that all applicable codes regarding the installation of sign conditions and provisions imposed by the City Commission, the Planning and Zoning Board, and Staff shall be met. Mr. Disbury inquired on the size of the rest of the letters. There was brief discussion on the size of the letters on the signs. Mr. Falcetti did not know the exact size of the rest of the letters and advised that the maximum is 27 inches referencing the "O'Reilly" logo and 17 inch letters for the "Auto Parts", within city code. *Public Hearing was opened. No one spoke during Public Hearing. Public Hearing was closed.* Board Member Marriaga requested clarification on the 39 inches from the top to the bottom of the "Auto Part" sign in relation to the square feet of the signage and the size of the outer part of the O'Reilly sign. Mr. Falcetti confirmed the overall dimension of the overall "Auto Sign" logo as 39 inches with a maximum letter height of 27 inches within the limits of the code. Mr. Falcetti further advised that the "O'Reilly" sign letters are 17 inches and estimated the size of the gap as 40 inches. Vice Chair McKay commented that this particular sign has a background to it and the entire dimensions are used to calculate the full area and to compare that to what is allowed per the frontage of the building. Mr. Disbury confirmed that they are still within the calculation of the frontage of the building. He clarified the green is the lettering and the white is just an outline. *There was no further discussion.* **Board Member Thomas moved to approve a recommendation to the City Commission for consideration and approval to allow a wall sign with a 27 inch high letters "O'Reilly" and 17 inch high letters "Auto Parts", whereas a maximum of 16 inch high letters are**

**allowed by Section 94-16(C)(1)(c) within a B-3 general business district. Seconded by Board Member Ortiz. All were in favor. MOTION PASSED.**

**6. DIRECTOR'S REPORT** – None.

**7. GENERAL DISCUSSION**

Attorney Sherman reviewed the voting process for regular and alternate board members. Board Member Paul commented that she liked the layout of the Agenda that includes a complete outline on the meeting order. There was brief discussion on including the meeting order information on the Agenda. Attorney Sherman noted that the meeting order information is added as assistance to the board and not required legally to be part of the Agenda. Mr. Disbury provided an update on the status of the expansion on the church [SPR 19-02 Calvary Chapel] and the signs for Wawa [SWAV 19-01] that were heard at the last Planning and Zoning Board meeting. He advised both items were approved at the last City Commission meeting. Vice Chair referenced the minor discrepancy on the plans that were noted at the last Planning & Zoning Board Meeting for those items. Mr. Disbury advised the issues were addressed in the items to the City Commission. Attorney Sherman clarified this is a seven (7) member board with two (2) alternate board members. There are four board members required to be present for a quorum. The alternate board members vote in the absence of a regular full member. Board Member Paul inquired how much longer the board can continue without a Chair. Attorney Sherman advised that it is up to the board. The next regularly scheduled vote for Chair and Vice Chair pursuant to city code will be in October or at the next possible meeting; or the members can address the open position by adding it to the next meeting Agenda. There was no further discussion.

**8. NEXT TENTATIVE MEETING** – June 4, 2019

**9. ADJOURNMENT** – There being no further discussion the meeting adjourned at 7:05 pm.

Respectfully submitted,

Patricia Vancheri, City Clerk  
Transcribed by Deputy Clerk Elizabeth Garcia-Beckford