



City Hall Commission Chambers  
3650 NE 12 Avenue  
Oakland Park, Florida 33334

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DRAFT MINUTES  
PLANNING AND ZONING BOARD MEETING  
SEPTEMBER 20, 2021, 6:30 P.M.

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The regular meeting of the Planning and Zoning Board of the City of Oakland Park, Florida was called to order at 6:30 P.M.

**NOTE: Due to COVID-19 precautionary safety measures were in place and access to city facilities was limited to ensure social distancing. The opportunity for public participation has been provided by public participation, email or by calling the City Clerk's Office. Received public comments, if any, were read into the record during that portion of the agenda.**

**ROLL CALL**

**Regular Members:**

Board Member, Christopher Fischer  
Board Member, Joseph Van de Bogart  
Vice Chair, Wallis Peterson  
Chair, Scott Rivelli

**Absent**

Board Member, Jason King

**Also Present:**

Peter Schwarz, Director of Community and Economic Development  
Lauren Pruss, Assistant Director of Community and Economic Development  
Sean Swartz, City Attorney  
Alex Dambach, Planning Supervisor  
Rick Buckeye, Senior Planner  
Lorrainia Belle, Senior Planner  
Melissa Alvarado, Recording Secretary

**PLEDGE TO THE FLAG** – The pledge to the flag was led by the board members

**1. APPROVAL OF MINUTES – July 12, 2021**

Member Van de Bogart made a motion to approve the July 12, 2021 meeting minutes. Member Fischer seconded the motion which prevailed by the following vote:

**YES:** Board Member Fischer, Board Member Van de Bogart, Vice Chair Peterson, and Chair Rivelli

<b>2.</b>	<b>Public Comments</b> At this time any person will be allowed to speak on any matter that pertains to City business for a length of time not to exceed four minutes per person.
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**Public Comments:**

There were no public comments from attendees in person, and there were no public comments from attendees on Zoom.

The Board Secretary read the following written comment into the record:

- Joshua Josue encouraged improvements to foster City growth, supported the construction of new townhomes, and advocated construction and renovation of City Facilities under the “Building Our 2<sup>nd</sup> Century,” initiative.

**ITEMS TO CONSIDER**

<b>3.</b>	<b>Case #CD21-11CU “Doc’s Tattoos, LLC”</b> A public hearing to consider an application by Heather Stephens of Doc’s Tattoos for conditional use for a Tattoos & Body Piercing Studio to be located at 123 West Prospect Road, Oakland Park, Florida 33309.
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Alex Dambach, Planning Supervisor, provided staff’s presentation.  
Applicant, Heather Stephens, of Doc’s Tattoos introduced herself.

There were no public comments from attendees in person and there were no public comments from attendees on Zoom.

The following written comments were read into the record:

- Robert Lasorsa, business owner in Oakland Park, stated his support for the return of the tattoo shop.
- Melanie Garbo, business owner in Oakland Park, wrote in favor of the return of the tattoo shop.

After discussion, Ms. Stephens commented that Oakland Park resident Mr. Steve Arnst was the only attendee at the Neighborhood Participation Meeting for the project. She stated that he was kind and welcoming.

Ms. Stephens explained that she does not own the Cool Cat Tattoo Shop on Powerline Road, but she did work there for a period of time when Doc’s Tattoos closed down.

Board Member Fischer moved to recommend approval to the City Commission for the application by Heather Stephens of Doc's Tattoos requesting conditional use for a Tattoos & Body Piercing Studio to be located at 123 West Prospect Road, Oakland Park, Florida 33309 with City Staff recommendations as conditions. Vice Chair Peterson seconded the motion which prevailed by the following vote:

YES: Board Member Fischer, Board Member Van de Bogart, Vice Chair Peterson, and Chair Rivelli.

Peter Schwarz, Director of Community and Economic Development, stated that Planning and Zoning Staff would be in touch with Ms. Stephens to schedule the item for the City Commission Meeting.

4.	<b>Case #CD 20-30CP "2021 Evaluation and Appraisal Report (EAR) of the City's Comprehensive Plan"</b> A Public Hearing to consider approval of the 2021 Evaluation and Appraisal Report to the City Commission.
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Mr. Schwarz introduced the City's Consultant, Allison Megrath of Kimley Horn. Ms. Megrath provided the presentation of the Evaluation and Appraisal Report of the City's Comprehensive Plan.

**Public Comments:** There were no public comments.

Ms. Megrath commented that the information through the American Community Survey is the most recent information available, and that the Florida Department of Economic Opportunity considers it to be the most appropriate data for Comprehensive Plan updates at this time.

Mr. Schwarz explained that the City is projected to meet the level of service standard for parks and recreation space inventory. He added that the City is looking for opportunities to add more park space to its inventory and has found creative ways to do so.

Mr. Schwarz stated that Broward County has a county-wide affordable housing policy that applies to every municipality in the County when seeking Land Use Plan Amendments to their Comprehensive Plans. The policy applies to amendments that add 100 or more dwelling units to a Comprehensive Plan. He added that the current Land Use Plan Amendment is going to expand the boundaries of the City's Downtown District to south of Oakland Park Boulevard and proposes an addition of 500 dwelling units. The City has set aside 15% of the new units as affordable housing.

Mr. Schwarz noted that the City has acquired a grant for a second phase of an affordable housing study with additional information, a new approach, and the methodology and application on how affordable housing is determined.

Mr. Schwarz stated that the result of the Evaluation Appraisal Report would update the Comprehensive Plan and would respond to the disparity between the supply and demand of affordable housing. He added that the Comprehensive Plan is the policy document for the future of the City, drafted with input from the public, the Commission, and the Planning and Zoning Board to decide the best policies for the City.

Mr. Schwarz explained that the Evaluation Appraisal Report is an opportunity to update the Comprehensive Plan which includes a sustainability and climate change element, a recreation and open space element, and improvements to water, sewer, and transportation.

Ms. Megrath commented that community changes in Oakland Park call for a Comprehensive Plan with policies that speak to the current built environment of the City which is much more urban in nature.

Mr. Schwarz stated that the City plans to proceed with a Comprehensive Plan with policies that protect single family neighborhoods, protect the existing character of the City, expand the Downtown, and create an urban environment with more walkability, and a more transit-enabled environment. He added that the City is committed to multimodal transportation opportunities, new technologies for the Downtown, and connecting the Downtown with neighboring municipalities.

Member Van de Bogart moved to recommend approval to the City Commission of the 2021 Evaluation and Appraisal Report. Vice Chair Peterson seconded the motion which prevailed by the following vote:

YES: Board Member Fischer, Board Member Van de Bogart, Vice Chair Peterson, and Chair Rivelli.

<b>5.</b>	<b>Case #CD20-10PZ “Broward Housing Subdivision/Plat”</b> A public hearing to consider the application by the Broward Housing Authority for a subdivision to create a total of nine lots from two sites, one site at 1860 NW 27 Street and the other at the southeast corner of NW 27 Street and NW 20 Avenue, Oakland Park, FL, 33311.
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Alex Dambach, Planning Supervisor, provided staff’s presentation.  
Applicant, Jim Kahn, of Keith & Associates introduced himself.

**Public Comments:**

Shalanda Giles Nelson attended the public hearing via Zoom and inquired if the proposed value of the homes had been determined or if it would be based on the current market value.

The following written comment was read into the record:

- Joshua Josue, stated he would oppose the project if the homes were to be duplex, multiplex or not single-family homes.
- Leticia Newbold spoke on beautifying the entryways to the neighborhood.

Derick Morgan, construction manager for Broward County Housing Authority, stated the goals of the project and explained the type of housing of the proposed development, and the anticipated sale costs.

Related to improvements within the vicinity, Mr. Schwarz stated that an improvement project has been funded for NW 21 Avenue, south of Oakland Park Boulevard through to the City boundary at 26<sup>th</sup> Street, that includes landscape medians, bike paths, sidewalk improvements, and landscaping improvements.

Mr. Dambach noted that a Neighborhood Participation Meeting was held prior to the application submittal and an additional meeting will take place once again before the City Commission meeting.

Regarding design and plan changes, Mr. Schwarz explained that the project has been reviewed for site plan approval by the Development Review Committee and it is the site plan that is approved to proceed. He added that if any changes to the approved site plan are made, the project would need to go before the Development Review Committee for review and approval.

Mr. Schwarz concurred that each lot will only be able to take one family unit. He explained that the proposed homes are on parcels that are not currently subdivided and proper subdivision of the land is required to construct the nine single family lots.

Vice Chair Peterson moved to recommend approval to the City Commission for the application by the Broward Housing Authority for a subdivision to create a total of nine lots from two sites, one site at 1860 NW 27 Street and the other at the southeast corner of NW 27 Street and NW 20 Avenue, Oakland Park, FL, 33311. Board Member Fischer seconded the motion which prevailed by the following vote:

YES: Board Member Fischer, Board Member Van de Bogart, Vice Chair Peterson, and Chair Rivelli.

<b>OTHER BUSINESS</b>
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None

<b>ADJOURNMENT</b>
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There being no further business, the meeting was adjourned at 8:17 P.M.

CITY OF OAKLAND PARK, FLORIDA

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SCOTT RIVELLI, BOARD CHAIR

ATTEST:

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MELISSA ALVARADO, BOARD SECRETARY