

**VILLAGE OF NORTH PALM BEACH  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, APRIL 3, 2018**

Present: Cory Cross, Chairman  
Donald Solodar, Vice Chair  
Benjamin Schreier, Member  
Thomas Hogarth, Member  
Jeffrey Holst, 1<sup>st</sup> Alternate  
Jonathan Haigh, 2<sup>nd</sup> Alternate

Denise Malone, Community Development Director  
Erin Sita, Village Planner  
Len Rubin, Village Attorney

Council Member: David Norris, Mayor

Not Present: Jake Furlott, Member

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I. CALL TO ORDER

Vice Chair Solodar called the meeting to order at 6:29 P.M.

IA. ROLL CALL

All members of the Planning Commission were present except Mr. Furlott.

II. APPROVAL OF MINUTES

The Minutes of the March 6, 2018 Regular Meeting will be approved at the next meeting.

III. DELARATION OF EX PARTE COMMUNICATIONS

There were no Ex Parte Communications declared by the Board.

IV. QUASI JUDICIAL MATTERS / PUBLIC HEARING

Village Attorney swears in all persons speaking.

A. CERTIFICATES OF APPROPRIATENESS

1. COA PROJECT 2017-0494 – 924 US Highway 1 (CONTINUED)

Request: An application filed by Prosperity Animal Clinic business owner, Anne Bose Saraschandra, requesting a Certificate of Appropriateness for site plan with associated landscape plan. The request is to restripe the parking area; add parking spaces; add and upgrade landscape areas; add or relocate a monument sign, and relocate and construct a new dumpster enclosure.

Mrs. Sita presented staff's report and recommendation. The item was originally brought before the Planning Commission in December 2017. Staff is recommending approval of the site plan with associated landscape plan with three (3) conditions. A revised site plan and landscaping plan reflecting the following conditions of approval is required prior to the issuance of permits and the Certificate of Occupancy:

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1. The applicant shall:
  - a. Root barriers shall be installed as recommended by the Seacoast Utility Authority (See Attachment C);
  - b. Install a continuous hedge of green island ficus along the western property line between the monument sign and the US Highway 1 curb cut; and
  - c. A tree shall be installed on the new landscape island on the northern property line and west of the curb cut into the alley.
2. The parking lot shall be repaired and restriped for consistency with the site plan. The parking lot may need to be resurfaced or milled and paved if the pavement is not a minimum of 2” thick.
3. The monument sign shall be a maximum of 8’ high with a maximum sign face area of 30 sf. The monument sign requires a separate Certificate of Appropriateness. The off-premise monument sign shall be removed.

Mr. Francis Giovanni, Thomas J. Twomey, was present to represent the project.

The Planning Commission members discussed the dumpster location and enclosure, showing locations of sod, add the wording to include a three (3) foot planting around the monument sign, locating the handicapped ramp and parking space to the north end of the parking lot, the landscape buffer between properties, landscape curbing, tree types in the Right of Way, the privacy fencing, and lighting will need to come before the Planning Commission as it was not part of the original application.

The Chairman opened the floor to comments from the public.

Mr. John Rossman, 717 Waterway Dr., North Palm Beach, asked where the privacy fence is to be located and whether there is a Code requirement for irrigation of the landscape. Mr. Ross stated that his daughter and the veterinarian are trying to open the business and that he has a financial interest in the business. He inquired when a TCO might be issued. Mrs. Sita explained that the Planning Commission is not the authority to issue the a TCO but rather Village Staff, and that Staff has been working with the business to guide them in what is required to get the business opened.

*Motion:* Mr. Schreier moved to approve the request with the following conditions:

- Staff Conditions of Approval
- Modified handicap ramp and parking configuration recommended by Mr. Haigh. This configuration would move the handicap ramp to the north side of the row of parking. The ramp would connect to the existing front covered walkway on the north. The step stones would likely need to be modified, as some would displace by the ramp and new handicap landing.
- 5ft landscape buffer along south side of the property in the parking area.
- The rear gate should face east not south so exits into the rear alley.
- FDOT permit for drive aisles
- Modify note on site plan that reference “existing monument shall remain...” to say “monument sign shall have 3’ of planting surrounding base”
- In areas when asphalt is proposed for removal, the sub base shall also be removed and replaced with good clean fill.

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Mr. Solodar seconded the motion, which passed 5-0.

**V. ADMINISTRSTION MATTERS**

**A. Staff Updates:**

Reminder of the Code Rewrite Workshop being held Friday April 6, 2018 at 6:00 PM.

**B. Commission Member Comments:**

The Planning Commission members made comments on the following items:

Sanctuary Cove wall sign has been repainted red. It was previously green.

Street sign replacement project status. The Mayor advised that it is finished.

**VI. ADJOURNMENT**

With there being no further business to come before the Board, the meeting adjourned at 7:11 P.M.

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Minutes typed by Jane Lerner