



**VILLAGE OF NORTH PALM BEACH
PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY JUNE 8, 2021**

Present:

Cory Cross, Chairman
Donald Solodar, Vice Chair
Thomas Hogarth, Member
Jonathan Haigh, Member
Kathryn DeWitt, Member
Scott Hicks, Member
Nathan Kennedy, Member

Len Rubin, Village Attorney
Jeremy Hubsch, Community Development Director
Alex Ahrenholz, Principal Planner
McKenna West, Planner

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I. CALL TO ORDER

Chairman Cross called the meeting to order at 6:30 PM.

A. ROLL CALL

All members of the Planning Commission were present.

II. APPROVAL OF MINUTES

The Minutes of the May 4, 2021 Regular Meeting were approved as written.

III. DECLARATION OF EX PARTE COMMUNICATIONS

There were no Ex Parte Communications declared by the Board.

IV. QUASI JUDICIAL MATTERS / PUBLIC HEARING

Attorney Len Rubin swears in all persons speaking.

A. SITE PLAN AND APPEARANCE REVIEW

1. 2021-0700 Ocean Spa

Application by Signarama NPB on behalf of J Marino & Sons LLC, for replacement of an existing building sign.

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Ms. West presented an updated Staff report and recommendation. The applicant is proposing an illuminated cabinet wall sign. The proposed sign is an acrylic panel, installed onto the existing face, and will have vinyl letters in red and blue. The sign will read “Ocean Spa” with the nature of business being 50% of the size of the business name. The sign is internally illuminated and the colors will be red and blue. The business is currently known as Blue Ocean Spa, but is undergoing rebranding which includes a name change. Staff is recommending approval.

The Chairman asked for comments from the public. There were no public comments.

The Planning Commissions members discussed whether there was a master sign plan for the plaza and a recommendation that multi-tenant plazas develop master sign plans.

Motion: Mr. Solodar moved to approve the application as presented. Mr. Kennedy seconded the motion, which passed 7-0.

2. 2021-0719 Harbour Point Monument Sign

Application by Kauff’s Signs on behalf of Harbour Point Marina POA, Inc. for the replacement of an existing ground sign.

Ms. West presented the Staff report and recommendation. The proposed modification to the monument signage integrates a new logo, change in font, and addition of the words “waterfront community.” It is proposed to be a dark bronze, which is very close in color to the existing signage, and it has a change in font. The sign is externally illuminated, and existing landscaping around it conforms to the standards outlined in the code, which is that the shrubs must be maintained at a minimum height of 30 inches. The monument sign structure will not be changed. The sign is 7.7 feet in height which does conform to code. The letters are proposed to be flat cut aluminum, and will be embedded into the wall with threaded studs and mounting adhesive. The sign faces the entrance on Monet Rd. Staff is recommending approval.

The Chairman asked for comments from the public. There were no public comments.

The Planning Commissions members discussed whether there would be any additional lighting added to the project. Consensus of the Board expressed their approval of the sign.

Motion: Mr. Hogarth moved to approve the application as presented. Mr. Haigh seconded the motion, which passed 7-0.

3. 2021-0623 State Farm Insurance Office

Application by Plan West on behalf of JSSK Investments, LLC requesting site plan and appearance approval for a 2,480 square foot office building.

Representing the project were:

Paola West, Plan West, 10152 Indiantown Rd. #159, Jupiter.

Chris Hair, C.D. Hair Architect, 8461 Lake Worth Rd. #159, Lake Worth.

Brian Terry, Landscape Architect, Insite Studio, 8144 Okeechobee Blvd., Suite A, West Palm Beach.

Kevin Bonnet, General Contractor, 7595 Steeple Chase Dr., Palm Beach Gardens.

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Mrs. West presented a summary of the application request. The current site is proposed to be demolished and a new building, parking lot and landscape will be built and installed. Mrs. West stated that she and her team have met with the Development Review Committee and feel that all of the requirements have been met. She provided color site plan elevations. At the present time, they have no sign plan and understand that they will be required to come before the Planning Commission again for the sign approval.

The Chairman asked for comments from the public.

Kelly Hagar, State Farm Agent, 2346 Flamingo Rd., Palm Beach Gardens, spoke in favor of the project.

There being no further comments from the public, the Chairman closed the public comments.

Mr. Ahrenholz presented the Staff report and recommendation. Kelly Hagar will be the State Farm representative occupying the insurance office. The lease at her current office is expiring in December, and staff has agreed to expedite review. Staff has outstanding comments for landscaping and signage that will need to be addressed prior to building completion. Updated renderings were submitted the day of the Planning Commission meeting. A condition of approval has been added to provide additional documents for presentation to the Planning Commission prior to TCO of the building. Thus, they will be able to receive their building permits for site work and construction prior to complete approval. This proposed process will allow them the possibility of making their December deadline for occupation of the structure. Staff is recommending approval with the following conditions:

1. Applicant shall receive a permit from Palm Beach County Environmental Resource Department for construction within Wellfield Zone prior to issuance of building permit.
2. The Applicant shall reserve water and sewer capacity with Seacoast Utility Authority and provide the Village with the Developer's Agreement prior to the issuance of the first infrastructure permit.
3. The Applicant shall relocate all existing native trees per the approved tree disposition plan. If the sabal palm trees do not survive relocation, they shall be replaced with a tree of similar height or as high as reasonably available from local nurseries.
4. Applicant shall submit irrigation plans as part the building permit review
5. Prior to temporary certificate of occupancy, the landscape and signage shall be submitted to the planning commission for review through a new site plan and appearance application. Submitted documents shall include specifications of the building and monument signs as well as renderings confirming compliance with Table 45-87-B of the Village Code of Ordinances for the required supplemental landscape points.
6. Applicant shall be bound by all oral and written representations made both on the record and as part of the application process irrespective of whether such representations are included as formal conditions.
7. The conditions of approval shall be binding on the Applicant and its successors in interest and assigns and a violation of such conditions shall constitute a violation of the Village Code of Ordinances and may be enforced by the Village as set forth in Article VI, Chapter 2 of the Village Code or as otherwise authorized by law.

The Planning Commissions members discussed a recommendation to move the handicapped parking space to the other side so that the handicapped sign is not right in front of the door; move or replace the crepe myrtle trees as they are too close to the building; whether the contractor will have difficulty obtaining building materials with the recent lack of availability; what the color of the aluminum fence will be; suggestion to install a hedge on the

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south side between the properties and put the fence on the north side to soften the appearance if installed the other way; whether landscape can be installed in the landscape island by the dumpster enclosure to help hide the enclosure; and which side of the building will be used to calculate the size of the sign.

Motion: Mr. Haigh moved to approve the application with all of the staff conditions, except condition 5 shall be amended to have the applicant resubmit for the signage only. Added conditions include: the applicant work with staff to move handicapped space (west) so that the sign is away from the front entrance; screen the dumpster enclosure on the north side by extending the hedge; add the fence detail to the plans; the landscape architect shall work with staff on the replacement of the Crape Myrtles with another suitable tree in front of the building. Mr. Solodar seconded the motion, which passed 7-0.

B. ORDINANCES

1. Residential Zoning in Progress

Village initiated Zoning in Progress for an amendment to the R1 Single Family Dwelling Zoning District addressing new home construction compatibility within existing neighborhoods.

Mr. Hubsch presented the staff report. He irritated discussions with Planning Commission and Village Council regarding the character of North Palm Beach's new houses being built over the last few years. Village staff was directed to develop recommended strategies related to the implementation of a code revision related to the character single-family homes. The Council discussed possible strategies to develop and implement a revised code, including a moratorium on tear-down and rebuilds or an expedited process to develop new code provisions. Staff requested time to evaluate strategies in order to accomplish Council's policy objectives.

A major concern identified in the Citizens' Master Plan was to *"make sure the mass of new houses is compatible with adjacent houses"*. A high priority task included in the Master Plan is to *"establish regulations for infill single-family that ensure compatibility in the neighborhoods"*. Since adoption of the Master Plan, reviewing the Village's residential zoning code has been listed as a high priority task in the Village Council's Strategic Plan.

Mr. Hubsch discussed a proposed zoning-in-progress ordinance (ZIP) proposed to last six months from the date of adoption, with the possibility of a further six-month extension by Village Council. Staff is recommending the Village Council create an Ad-Hoc Committee to evaluate code changes during the ZIP. The Planning Commission previously voted to nominate Chairman Cory Cross as the Planning Commission representative on the Ad-Hoc Committee and to recommend former Commissioner Jake Furlott as a member. The Village Council will ultimately nominate additional Village residents to serve on the Ad-Hoc Committee. The Ad-Hoc Committee will conduct a series of public meetings to discuss and consider opportunities to improve the Village's R-1 Zoning Code. They will ultimately create recommendations, which will come back before the Planning Commission and Village Council for final adoption.

The Chairman asked for comments from the public.

Kim Hines, 501 Captains Rd., spoke regarding keeping the Village's original neighborhood feel.

The Chairman closed the public comments.

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The Planning Commission discussed details of the proposed Zoning in Progress, particularly pervious landscape area and materials, the second story of a single-family home shall be limited to seventy-five percent (75%) of the floor area of the first story, and a recommendation that the wording in the Ordinance be changed to reflect Village Council may extend the Zoning in Progress by resolution for a six (6) month period, removing the words an additional six (6) months.

Motion: Mr. Hogarth moved to recommend to Village Council to approve the Ordinance as presented. Mr. Hicks seconded the motion, which passed 7-0.

V. ADMINISTRATION MATTERS

A. Staff Updates:

- Next meeting is scheduled for July 6, 2021, after the July 5th legal Holiday. Staff is recommending the meeting be changed to Tuesday July 13th.
- The Planning Commission members introduced themselves to the new Commission members.

B. Commission Member Comments:

- Mr. Solodar recognized the service of former member Lori Rinaldi.
- Mr. Solodar thanked the Village Council for the very nice Advisory Dinner they hosted.
- Mr. Solodar asked about a development on Prosperity Farms Rd. by Catafulmo Development.

VI. ADJOURNMENT

With there being no further business to come before the Board, the meeting adjourned at 8:12 PM.

Minutes typed by Jane Lerner