



**VILLAGE OF NORTH PALM BEACH
DEVELOPMENT REVIEW COMMITTEE
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 13, 2023 at 2:00 PM**

Present: Caryn Gardner-Young, Community Development Director
Jamie Mount, Assistant Public Works Director
Detective George Lopez, NPB Police
Alice Everard, Planner
Wayne Cameron, Building Official
Kimberly Cawley, Senior Fire Inspector

I. CALL TO ORDER

Community Development Director Caryn Gardner-Young called the meeting to order at 2:00 p.m.

II. DELETIONS, ADDITIONS, OR MODIFICATIONS TO THE AGENDA

There were no modifications to the agenda.

III. NEW BUSINESS

A. VILLAGE OF NORTH PALM BEACH TOUCH-A-TRUCK SPECIAL EVENT IN ANCHORAGE PARK, 603 ANCHORAGE DRIVE

The Village Parks and Recreation Department has applied for a special event permit to organize a Touch-A-Truck event in Anchorage Park on Saturday, September 23. During the event, children will have the opportunity to sit in and explore various trucks from the Public Works, the Fire Department, and other departments. Additionally, there will be a quiet hour from 10 a.m. to 11 a.m. A vendor will sell ice cream, and the Library staff will distribute free books to children. The Leisure Services Director, Zakariya Sherman, presented the application and provided all the necessary details about the event.

DRC MEMBERS DISCUSSED THE FOLLOWING:

1. Assistant Public Works Director Mount asked about the plans for restroom facilities and solid waste disposal. The applicant responded by saying that they plan to use the outdoor restrooms and staff would manage trash removal at the end of the day.
2. Detective Lopez asked whether law enforcement would be on duty for the event, to which the applicant responded that it has not been necessary in the past.
3. Senior Fire Inspector Cawley expressed concern about the lack of a hydrant on the property, which could affect the emergency response in case of a fire. The need for a hydrant was discussed, and past events held in another location were mentioned. However, the applicant said that a hydrant was not currently in the plans to improve the park, as some of the trucks require a hard surface.

4. During the meeting, Planner Everard inquired about the banners. The applicant provided details about the three different locations where the banners were displayed and explained the signage. The applicant also promised to send a photo of the banners via email.
5. Building Official Cameron reminded the applicant that they needed to provide insurance information from the vendor. The applicant confirmed that the necessary information had already been submitted.

B. VILLAGE PLACE PUD MASTER PLAN APPROVAL

The item has been rescheduled and will be discussed during the DRC meeting on September 21, 2023.

C. DESANO PIZZERIA MINOR PUD AMENDMENT APPROVAL, 635 US-1

An application was submitted by Desano Pizzeria to make minor modifications to the approved Commercial Planned Unit Development (PUD) located at 635 US-1. The proposed changes include adding a pass-through bar window on the north façade, a glass door, and six (6) bar seats. Zach Ciciera from Cotleur & Hearing (1934 Commerce Lane, Jupiter) presented the application on behalf of the applicant. He provided an overview of the application and the site plan, and confirmed that there would be no net increase in seating.

DRC MEMBERS DISCUSSED THE FOLLOWING:

- Senior Fire Inspector Crawley requested clarification on the maximum seating capacity, to which the applicant responded that it was 145 for the entire space.
- Planner Everard inquired about the type of windows that would be installed, and the applicant confirmed that they were fully hurricane-certified.
- Building Official Cameron reminded the applicant to consider the assumption that the door would be open while calculating the air-conditioned space, and the applicant agreed to consult with his team.
- Village staff asked whether there would be spare barstools for larger parties or if standing would be allowed, and the applicant explained that only six stools would be available.
- Building Official Cameron pointed out that there was no covering over the outdoor space, and the applicant mentioned that they were working on a revision that would be submitted the following week.
- Senior Fire Inspector Crawley expressed concern regarding the location of the fire alarm, and the applicant promised to investigate and report back.

D. 2024 PROPOSED MEETING SCHEDULE APPROVAL

Community Development Director Gardner-Young mentioned sending the schedule for 2024 via email. The group discussed potentially changing the meeting time and ultimately decided to move it to 1:30 p.m.

IV. DISCUSSION ITEMS

Senior Fire Inspector Crawley requested clarification regarding the Master Plan that was scheduled to come before the Committee the following week. Community Development Director Gardner-Young briefly explained.

V. CONCLUDING REMARKS

None.

VI. ADJOURNMENT

Community Development Director adjourned the meeting at 2:34 p.m.