

MINUTES
TOWN OF JUNO BEACH
PLANNING AND ZONING BOARD MEETING

July 18, 2022

Council Chambers/YouTube
340 Ocean Drive

PRESENT: JIM FERGUSON, CHAIR
MICHAEL STERN, VICE CHAIR
JOHN CALLAGHAN, BOARDMEMBER
HANK COMPTON, BOARDMEMBER
DIANA DAVIS, BOARDMEMBER
NANCY WOLF, ALTERNATE BOARDMEMBER (*Via Zoom*)

ALSO PRESENT: FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
CURT THOMPSON, PRINCIPAL PLANNER
ISABELLA HICKEY, PLANNING TECHNICIAN
CAITLIN COPELAND-RODRIGUEZ, TOWN CLERK
LEONARD RUBIN, TOWN ATTORNEY

ABSENT:

Chair Ferguson called the Planning and Zoning Board Meeting to order at 5:30 pm.

Audience: 30

- ~ CALL TO ORDER
- ~ PLEDGE OF ALLEGIANCE TO THE FLAG
- ~ ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA – *None*
(*Time Stamp is based off of [YouTube video](#) (Time:2:45 – 3:22)*)

1. **PUBLIC COMMENTS** (*Time: 3:23 – 7:07*)

*All Non-Agenda items are limited to two (2) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Board). **Planning & Zoning Board will not discuss these items this evening.** Any issues will be referred to Staff for investigation; a report will be forwarded to the Planning & Zoning Board; and citizens may be contacted.*

Public Comments Opened at 5:30pm.

Stuart Katz, 900 Ocean Drive, expressed his concern on the landscaping renovation project at 700 Ocean Drive and provided a copy of his email that was sent to the Town Council and the Planning & Zoning Board as backup material (*see attached*).

Boardmember Davis inquired about the Code section he is referencing on this matter.

Dr. Katz stated that he quoted Section 34-1080(b) of the Town Code and explained.

Public Comments Closed at 5:34pm.

2. **CONSENT AGENDA** (Time: 7:08 – 9:15)

All matters listed under Item 2, Consent Agenda, are considered to be routine by the Planning & Zoning Board and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Approval of Planning & Zoning Board Meeting Minutes for June 6, 2022.

Boardmember Davis asked if the backup material she provided at the last meeting be included as backup for the June meeting minutes.

The Board gave consensus to include the backup material that Boardmember Davis provided at the last meeting to the June Meeting minutes.

MOTION: Stern/Callaghan made a Motion to Approve the Consent Agenda as amended.

ACTION: The motion passed unanimously.

3. **ORDINANCE NO. 753: AMENDING THE PLANNING & ZONING BOARD DUTIES**

(Time: 9:16 – 1:47:50)

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, RELATING TO ARCHITECTURAL REVIEW OF DETACHED SINGLE-FAMILY DWELLINGS; AMENDING DIVISION 1, “GENERALLY,” AND DIVISION 4, “SITE PLAN AND APPEARANCE REVIEW,” OF ARTICLE II, “ADMINISTRATION AND ENFORCEMENT,” OF CHAPTER 34, “ZONING,” OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTIONS 34-28 AND 34-116 TO ASSIGN ONLY APPEARANCE REVIEW, INCLUDING ARCHITECTURAL REVIEW, OF DETACHED SINGLE-FAMILY DWELLINGS TO THE PLANNING AND ZONING BOARD; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

(Director of Planning & Zoning Davila)

A. Town Attorney to Read Ordinance Title

Town Attorney Rubin read the ordinance title.

B. Staff Presentation

Director of Planning & Zoning Davila went over the memorandum and asked the Board if they had any questions.

The Board reviewed, discussed, and asked staff questions on this item.

C. Public Hearing

Public Hearing Opened at 6:54pm.

Public Hearing Closed at 6:54pm.

D. Planning & Zoning Board Recommendation

The Board continued to review, discuss, and ask staff questions on this item.

Boardmember Davis provided copies of her opinions/suggestions to the Board regarding the proposed ordinance (*see attached*).

MOTION: Callaghan/Stern made a motion to recommend approval of the proposed Ordinance No. 753 to the Town Council.

ACTION: The motion passed 3-2 with Chair Ferguson and Boardmember Davis opposed.

4. **DISCUSSION ON LECTURE SERIES** (Time: 1:47:51 – 2:08:01)
(Director of Planning & Zoning Davila)

Director of Planning & Zoning Davila went over the memorandum and asked the Board if they had any questions.

The Board reviewed, discussed, and asked staff questions on this item.

The Board gave consensus to have staff reach out to architect Rick Gonzalez to see if he would be available to conduct a lecture then proceed with former County Commissioner Karen Marcus and Tim Hullihan from North Palm Beach.

The Board also gave consensus to have the lecture series prior to a Planning & Zoning Board meeting.

5. **COMMENTS FROM STAFF** (Time: 2:08:02 – 2:14:59)

Town Clerk Copeland-Rodriguez went over upcoming Planning & Zoning meeting dates and explained which dates had scheduling conflicts due to holidays and elections.

The Board gave consensus to have the following meeting dates changed: September 5th to September 7th at 5:30pm; November 7th to November 2nd at 5:30pm; and December 5th to December 12th at 5:30pm.

6. **COMMENTS FROM THE BOARD** (Time: 2:15:00 – 2:51:16)

Boardmember Davis gave an update on her meeting with James Letchinger on the Caretta project and provided backup material to the Board (*see attached*). She also expressed her concerns on the project as well as the concerns from Horticulturalist Debra Levelus on the landscaping plan. She also expressed her concern on the approved seawall for 120 Ocean Drive.

Boardmember Callaghan inquired about asking for direction from the Town Council about existing Town Code not adequately addressing issues with Pelican Lake.

The Board reviewed, discussed, and asked staff questions on this matter.

The Board gave consensus to have staff send a copy of the email from the Florida Department of Environmental Protection (FDEP) regarding the seawall permit for 120 Ocean Drive.

The Board also gave consensus to ask Town Council to authorize the Planning & Zoning Board to discuss incorporating site plan provisions and Pelican Lake protections into its appearance review and propose Code revisions to the Town Council.

The Board continued to review, discuss, and ask staff questions on this matter.

Chair Ferguson inquired about Dr. Katz's comment at the beginning of the meeting about 700 Ocean Drive Landscape project and asked Town Attorney Rubin for a response.

Town Attorney Rubin stated that he responded to Dr. Katz by recommending that he reach out to staff. He also explained that the Zoning Code does provide a procedure by which any person aggrieved or affected by the decision or determination of any Town administrative official may challenge that decision or determination by filing an appeal to the Town Council sitting as the Board of Adjustment.

7. **ADJOURNMENT** (Time: 2:51:17 – 2:51:25)

Chair Ferguson adjourned the meeting at 8:18pm.

Minutes Approved on August 1, 2022.