

MINUTES  
TOWN OF JUNO BEACH  
**PLANNING AND ZONING BOARD MEETING**  
**September 7, 2022**  
Council Chambers/YouTube  
340 Ocean Drive

PRESENT: JIM FERGUSON, CHAIR  
MICHAEL STERN, VICE CHAIR  
JOHN CALLAGHAN, 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  
YASMIN FAVARETTO HAMEL, ADMINISTRATIVE SECRETARY  
LEONARD RUBIN, TOWN ATTORNEY

ABSENT: HANK COMPTON, BOARDMEMBER

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

Audience: 18

- ~ 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: 1:10 – 1:49)*)

1. **PUBLIC COMMENTS** (*Time: 1:50 – 2:23*)

*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 5:31pm.

Town Clerk Copeland-Rodriguez read a comment into the record (*see attached*).

Public Comments Closed at 5:31pm.

2. **CONSENT AGENDA** (*Time 2:24 – 5:55*)

*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 August 1, 2022.

Boardmember Callaghan inquired about the amendment to the minutes.

Town Clerk Copeland-Rodriguez explained.

***MOTION: Stern/Davis made a Motion to approve the Consent Agenda as amended.***

***ACTION: The motion passed unanimously.***

3. **PETITION FOR A MAJOR AMENDMENT TO AN APPROVED SITE PLAN – HOLY SPIRIT LUTHERAN CHURCH** (Time: 5:56 – 1:17:19)  
(Principal Planner Thompson)

A. Disclosure of Ex Parte Communications

Town Attorney Rubin asked the Board if they had any ex parte communications to disclose.

Members of the Board disclosed.

B. Swearing in of Witnesses

Town Attorney Rubin swore in all parties wishing to give testimony to all items on the agenda.

C. Staff Presentation

Principal Planner Thompson went over a presentation (*see attached*) and asked the Board to hold their questions until after the applicant's presentation.

D. Applicant Presentation

Amanda McNally, Architect, went over her presentation (*see attached*) and asked the Board if they had any questions.

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

E. Public Hearing

Public Hearing Opened at 5:50pm.

Public Hearing Closed at 5:50PM

F. Planning & Zoning Board Motion/Decision

***MOTION: Stern/Davis made a motion to recommend approval of the Major Site Plan amendment to the Town Council subject to condition of the native plants being reused on site or at a location that the applicant finds in Juno Beach.***

***ACTION: The motion passed 4-1 with Boardmember Callaghan opposed.***

4. **SITE PLAN AND APPEARANCE REVIEW FOR 240 CELESTIAL WAY UNIT 5 (QUASI-JUDICIAL)** (Time: 1:17:20 – 1:53:43)  
(Principal Planner Thompson)

A. Disclosure of Ex Parte Communications

Town Attorney Rubin asked the Board if they had any ex parte communications to disclose.

Members of the Board disclosed.

B. Staff Presentation

Principal Planner Thompson went over the memorandum and asked the Board to hold their questions until after the Applicant has presented.

C. Applicant Presentation

Robert Sonberg, Architect, explained the project and asked Council if they had any questions.

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

D. Public Hearing

Public Hearing Opened at 7:07pm.

Public Hearing Closed at 7:07pm.

E. Planning & Zoning Board Motion/Decision

***MOTION:*** Stern/Davis made a motion to approve the Site Plan and Appearance Review application for 240 Celestial Way, Unit 5.

***ACTION:*** The motion passed unanimously.

*The Board gave consensus to discuss the following three items together.*

*Chair Ferguson recessed the meeting at 7:18pm.*

*Chair Ferguson reconvened the meeting at 7:23pm.*

5. **SITE PLAN AND APPEARANCE REVIEW FOR 13440 US HIGHWAY ONE; 13460 US HIGHWAY ONE; AND 13480 US HIGHWAY ONE (QUASI-JUDICIAL)** (Time: 1:53:44 – 4:20:49)  
(Principal Planner Thompson)

A. Disclosure of Ex Parte Communications

Town Attorney Rubin asked the Board if they had any ex parte communications to disclose.

Members of the Board disclosed.

B. Staff Presentation

Principal Planner Thompson went over the memorandum and asked the Board to hold their questions until after the applicant's presentation.

C. Applicant Presentation

Bob Prier, applicant and owner, went over his presentation (*see attached*) and asked the Board if they had any questions.

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

Mr. Prier confirmed that he will preserve and/or relocate any native plants.

D. Public Hearing

Public Hearing Opened at 9:06pm.

Public Hearing Closed at 9:06pm.

E. Planning & Zoning Board Motion/Decision

***MOTION:*** Callaghan/Davis made a motion to deny the Site Plan and Appearance Review application for 13440 US Highway 1 for the following reasons: insufficient renderings; and failure to provide a copy of the survey demonstrating the elevation of the property.

***ACTION:*** The motion passed 4-1 with Chair Ferguson opposed.

***MOTION:*** Stern/Davis made a motion to rescind the motion to deny.

***ACTION:*** The motion passed 4-1 with Boardmember Callaghan opposed.

***MOTION:*** Stern/Davis made a motion to table all three items to the next meeting subject to the following additional materials being provided: printed copies of the color renderings (3 facades & 1 rear), copy of FDOT access approval, copy of Land Title Survey, copy of landscape plan, and existing plant survey.

***ACTION:*** The motion passed unanimously.

Mr. Prier confirmed with staff that the next Planning & Zoning Board meeting is Monday, October 3rd.

6. **COMMENTS FROM STAFF** (Time: 4:20:50 – 4:21:39)

Town Clerk Copeland-Rodriguez went over the upcoming meeting and event dates.

7. **COMMENTS FROM THE BOARD** (Time: 4:21:40 – 4:39:38)

Chair Ferguson inquired about packet deliveries and asked the Board for a consensus to have the packets delivered earlier.

*The Board gave consensus to ask Council for a consensus to have staff provide the Planning & Zoning Board packets at least a week prior to the meeting.*

Boardmember Davis provided information to the Board (*see attached*) and asked the Board for consensus to ask the Town Council to put this information on a future agenda for the Planning & Zoning Board.

The Board reviewed, discussed, and asked Boardmember Davis questions on this information.

*The Board gave consensus to ask the Town Council to put this information on a future agenda for the Planning & Zoning Board.*

Boardmember Callaghan inquired about other suggestions for Lecture Series speakers.

Director of Planning & Zoning stated that they discussed a DEP representative or a speaker from the Palm Beach County Resiliency Group. He also asked the Board members who attended the workshop if there were any interesting speakers that they would like for staff to contact.

Boardmember Callaghan asked staff to add the Palm Beach County Resiliency Group to the list of speakers for the lecture series.

8. **ADJOURNMENT** (Time: 4:39:49 – 4:39:55)

Chair Ferguson adjourned the meeting at 10:08pm.

*Minutes Approved on October 3, 2022.*