



TOWN OF PALM BEACH
Planning, Zoning & Building Department
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PLANNING, ZONING, & BUILDING DEPARTMENT
PZ&B Staff Memorandum: Town Council Development Review

FROM: Wayne Bergman, MCP, LEED-AP *WB*
Director PZ&B

SUBJECT: ZON-24-029 230 ROYAL PALM WAY STE 101, 301, 302

MEETING: FEBRUARY 14, 2024

ZON-24-029 230 ROYAL PALM WAY – SPECIAL EXCEPTION WITH SITE PLAN REVIEW AND VARIANCE. The applicant, Flagstar Bank, has filed an application requesting Town Council review and approval for a (1) Special Exception for a bank and a Site Plan Review for a use greater than 2,000 SF in the C-OPI zoning district for first floor and third floor in an existing four-story office building. Additionally, a Variance is being requested to not provide 6 additional parking spaces required as a change of use from office space to banking space.

Applicant: Flagstar Bank
Professional: Huntsman Architectural Group
Representative: Maura Ziska

THE PROJECT:

The applicant has submitted plans, entitled "FLAGSTAR BANK 230 ROYAL PALM WAY, STE 101, 301, 302", as prepared by **Huntsman Architectural Group**, date stamped by the Town, Jan 03, 2024.

The following is the scope of work for the Project:

- Interior renovation of a portion of an existing first floor office building and third floor building into a Bank and private banking services in an existing three-story building.

The following Special Exceptions, Site Plan review and/or Variances required to complete the project, and shall be reviewed by Town Council:

- **SPECIAL EXCEPTION #1** Sec. 134-1209(8) Special Exception for a bank .
- **SITE PLAN REVIEW** Sec. 134-1212 permitted use greater than 2,000 square feet gross leasable area in the C-OPI zoning district to occupy the first floor (Ste 100, 2760 SF) and third floor (Ste 301, 1220 SF & Ste 302, 1530 SF) for a total of 5,510 SF.
- **VARIANCE #1** Sec. 134-2176 to provide six (6) on-site parking spaces in lieu of the required twenty-two (28) parking spaces that would be required due to the change of use from office to financial institution. Existing office $1 / 250 = 22$ spaces credit | Proposed bank $1 / 200 @ 5,510 \text{ SF} = 28$ space required, or 6 space variance.

Site Data			
Zoning District	C-OPI	Existing parking	69
Future Land Use	COMMERCIAL	Square Footage	TOTAL SF= 5,510 SF Ste 100=2760 SF Ste 301=1220 SF & Ste 302= 1530 SF
Surrounding Properties / ZONING			
North	Two-story bank / C-OPI		
South	Two-story duplex residence / R-C		
East	Two-story office / C-OPI		
West	Two-story office / C-OPI		

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

A preliminary review of the project indicates that the proposed **office/bank use** is **consistent** with the **Commercial** designation of the Future Land Use Map of the Comprehensive Plan.

STAFF ANALYSIS:

The subject property is currently improved with an existing four-story office building, surface parking lot for 69 vehicles on an interior lot on the southern side of Royal Palm Way. There is one two-way vehicular curb access from Royal Palm Way. No site improvements are contemplated.

The main floor, Suite 100, of the space will function as a private wealth management office where advisory services, at times, with low traffic, will be provided to clients across a desk or conference table and not a teller window. The 3rd floor suites, Suite 301 & 302, will serve as back-office spaces for this function and will not have customers. In this regard the proposed use is not a typical “bank” use but for zoning and licensing purposes had to be reviewed the same as they are FDIC insured.

The application for a change of use to bank use for Flagstaff Bank totaling approximately 5,510 SF of office space. The application for site plan review for a change in use from a Brokerage Investments Firm to a Bank over 2,000 SF in the C-OPI district. Staff has no objections to the application. The office building was designed with adequate on-site parking for full occupancy of the building and no new square footage is proposed, as such existing parking spaces is not impacted. However, based on the Town’s principles of equivalency, the change of use from a financial institution to a bank would yield an additional parking requirement of 6 spaces, as the Town’s zoning code classifies banks as retail for the parking demand due to the change of use from office to financial institution. Existing office 1 /250 = 22 spaces credit | Proposed bank 1/200 @ 5,510 SF = 28 space required, as such 6 space deficiency. It is not uncommon for municipal zoning codes (Coral Gables, Miami Beach, Delray Beach) to qualify bank use as office use, which would elicit no increase in parking demand. Staff has no objections to the application.

CONCLUSION:

Approval of the project will require three (3) separate motions to be made by the Town Council:

- (1) Special Exception request for commercial space (bank) in the C-OPI district; and
- (2) Site Plan Review for permitted use greater than 2,000 square feet gross leasable area in the C-OPI zoning district; and
- (3) that the Variance #1 **shall or shall not** be granted that all of the criteria applicable to this application as set forth in Sec. 134-201(a), items 1 through 7 have been met.