



**TOWN OF PALM BEACH**  
Planning, Zoning & Building Department  
360 South County Road  
Palm Beach, FL 33480  
[www.townofpalmbeach.com](http://www.townofpalmbeach.com)

PLANNING, ZONING, & BUILDING DEPARTMENT  
PZ&B Staff Memorandum: Town Council

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

SUBJECT: ZON-24-041 241 SANFORD AVE

MEETING: MARCH 13, 2024

**ZON-24-041 241 SANFORD AVE—VARIANCE.** The applicant, 241 Sanford Avenue Realty Trust, has filed an application requesting Town Council review and approval of a variance to reduce the required side (east) setback for the installation of new elevator.

Applicant: 241 Sanford Avenue Realty Trust  
Professional: Smtih Architectural Group

**THE PROJECT:**

The applicant has submitted plans, entitled "ZON-24-041 Addition to the Smith Residence" as prepared by **Smtih Architectural Group**, received, and dated by the Town as January 26, 2024.

The following is the scope of work for the project:

- The installation of an elevator at the rear of the structure, along a non-original addition.

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

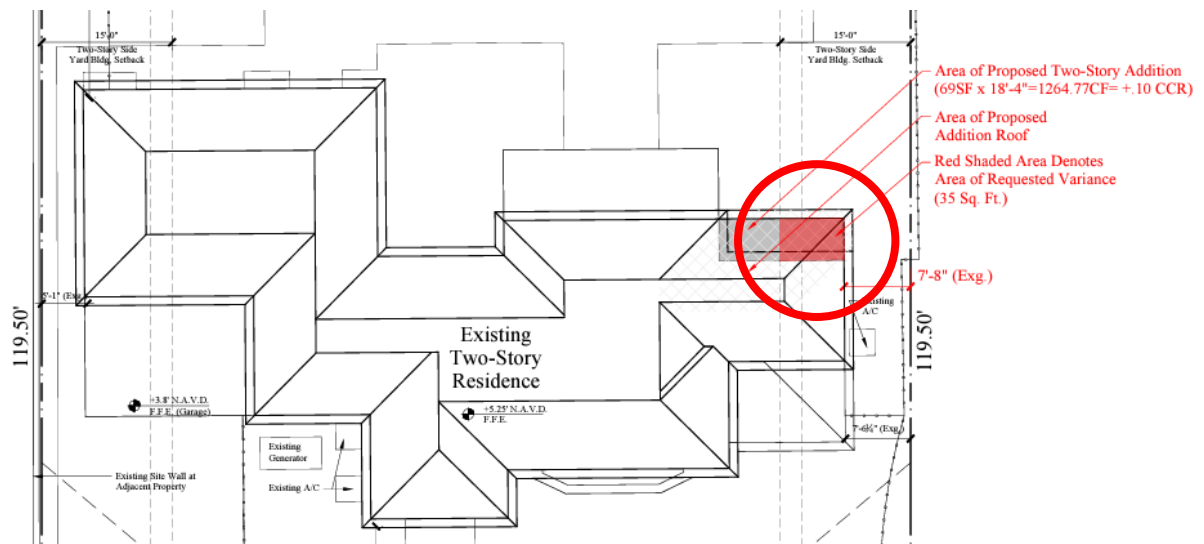
- **VARIANCE #1** Sec 134-893(7) To reduce the required 15' minimum setback by 7'-4" to allow a 7'-8" setback for the construction of an elevator.

| Site Data                       |  |                                   |  |
|---------------------------------|--|-----------------------------------|--|
| <b>Zoning District</b>          | R-B  | <b>Lot Size</b>                   | 100' x 119.5'                                      |
| <b>Future Land Use</b>          | Residential  | <b>Designated Landmark</b>        | March 01, 1984                                     |
| <b>Year of Construction:</b>    | 1945   | <b>Architect:</b>                 | Howard Chilton                                     |
| <b>Lot Coverage</b>             | Existing: 5,298 SF   24.7%<br>Proposed: 5,436 SF   25.3%<br>Permitted: 30% | <b>Landscape Open Space (LOS)</b> | Existing: 72.8%<br>Proposed: 72.5<br>Required: 50% |
| Surrounding Properties / Zoning |  |                                   |  |
| <b>North</b>                    | 2012 Two-story single-family residence / R-B                               |                                   |  |
| <b>South</b>                    | 1952 One-story single-family residence / R-B                               |                                   |  |
| <b>East</b>                     | 1940 Two-story single-family residence / R-B                               |                                   |  |

|      |  |
|------|--|
| West | 2020 Two-story single-family residence / R-B |
|------|--|

### STAFF ANALYSIS

The scope of work includes the installation of a new elevator to an existing two-story landmarked structure. The proposed addition is not visible from the right-of-way, contains a minor footprint, and is to be installed along a non-original two-story addition to the landmarked property. The proposal has been reviewed administratively by the Design and Preservation Manager in concurrence with the Chair to receive a Certificate of Appropriateness (COA) for exterior alterations to a landmarked property. The design of this elevator is simple and does not compete with other architectural elements on site.



As it pertains to VARIANCE 1, to reduce the required 15' minimum setback by 7'-4" to allow a 7'-8" setback for the construction of an elevator. The lot coverage increase is triggered by the elevated walkway, ie bridge. This covered element counts towards the lot coverage and reduces the open space, but the overall project still comports with both requirements. The addition is 69 square feet of building footprint and 138 square feet total. The addition matches the existing structure in all ways including height, materials, colors and details. The proposed elevator addition is to an existing two-story landmarked structure that currently contains a non-conforming setback to today's code. Staff has no objections to the request.

### CONCLUSION:

Approval of the project will require one separate motion to be made by the Town Council:

- (1) for final determination of approval or denial of the variances by the Town Council, and that the variance **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.

WRB:JGM