



**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 *WRB*  
Director PZ&B

SUBJECT: ZON-24-0013 247 PARK AVE

MEETING: JUNE 12, 2024

**ZON-24-0013 247 PARK AVE-SITE PLAN REVIEW.** The applicant, Town of Palm Beach, has filed an application requesting Town Council review and approval of site wide landscape and hardscape improvements to an existing park.

Applicant: Town of Palm Beach  
Professional: Nievera Williams Design, Cory Meyer

**HISTORY:**

Town Council – March 12, 2024, meeting:

- ***Resolution No. 033-2024. Approving the Proposed Beautification Design Plans for the Park Avenue Pocket Parks and Accept a Donation to Construct the Beautification Project. A Donation Amount is to be Determined at the Time of the Final Bid.***
- Motion made by Council Member Cooney and seconded by Council Member Crampton to approve Resolution No. 033-2024. On roll call, the Motion passed 3-2 with Council Member Araskog and Council President Pro Tem Lindsay dissenting.

Town Council – April 9, 2024, meeting:

- Motion made by Council Member Cooney and seconded by Council Member Crampton to Reconsider the Park Avenue Project at the May 14, 2024, Town Council Meeting. On roll call, the Motion passed unanimously.

Design Review:

- Two staff level applications are submitted to the TOPB for the parks at 240 & 247 Park Avenue. All proposed modifications are reviewed and approved by ARCOM Chairman Smith. (A-24-03654)

Notice to Property Owners- May 10, 2024:

- Town receives Certificate of Mailing from Nievera Williams for Notice sent to property owners withing a three hundred (300) feet radius of the park.

Town Council – June 12, 2024: Item placed on agenda for Site Plan Review.

**THE PROJECT:**

The applicant has submitted revised plans, entitled "247 Park Avenue", as prepared by **Nievera Williams Design**, dated June 7, 2023.

The following is the scope of work:

- Beautification of an existing pocket park with new front site wall, hardscape, benches, and new plantings.

The following Special Exceptions, Site Plan Review and/or Variances are part of the application:

- SITE PLAN REVIEW: Sec. 134-843(b): Site plan review for the redesign of landscape and hardscape of a platted lot in the R-C zoning district.

Site Data			
Zoning District	R-C	Lot Size (SF)	9,666 SF
Surrounding Properties / Zoning			
North	234 Oleander Ave   Multifamily		
South	240 Park Avenue – Public Park		
East	231 Park Ave   Single-family residence.		
West	251 Park Ave   Single-family residence.		

**STAFF ANALYSIS:**



***CURRENT CONDITIONS***





The north pocket park at 247 Park Avenue is part of the Bungalow Park Plat and owned by the Town of Palm Beach. As part of the Townwide undergrounding project multiple sites have been identified for transformer placements including a location at 247 Park Avenue. Two transformers will be installed in the southwest corner of the park to support the undergrounding in the area per the Master Plan as there is an easement in place on the property.



***Resolution No. 033-2024.*** *Approving the Proposed Beautification Design Plans* was heard at the March 12, 2024, Town Council meeting. Public works working with a private donation seek to provide sitewide improvements to the park. Existing on site are two large Oak Trees that will remain. The transformers will be screen with 6ft high (at planting) clusia and 4ft high (at planting) silver saw palmettos with surrounding butterfly bush, asian snow and cocoplums. A 3ft high site wall will run along the south side of the property next to the sidewalk to provide further screening and new benches placed at the back of the park for resident enjoyment.

**CONCLUSION:**

Approval of the project will require one (1) motion to be made by the Town Council:

- (1) for final determination of approval or denial of the Site Plan Review for development of a public park in that the approval of said application meets the criteria set forth in Sec.134-229 and finding that approval of the site plan will not adversely affect the public interest, that all zoning requirements governing the use have been met and that satisfactory provision and arrangement has been made.

WRB: JGM: SCP