



**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 Combination Memorandum: Architectural Commission and Town Council

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

SUBJECT: ARC-24-0119 (ZON-24-0072) 136 REEF RD (COMBO)

MEETING: JANUARY 29, 2025 ARCOM  
 FEBRUARY 12, 2025 TC

**ZON-24-0072 (ARC-24-0119) 136 REEF RD (COMBO)** The applicants, John and Bonnie Stepan, have filed an application requesting Town Council review and approval for one (1) variance for a reduced side yard setback for the construction of a new rear terrace. The Architectural Commission (ARCOM) shall perform design review of the application.

**ARC-24-0119 (ZON-24-0072) 136 REEF RD (COMBO)** The applicants, John and Bonnie Stepan, have filed an application requesting Architectural Commission review and approval for the reconstruction of a rear terrace with one variance to reduce the side yard setback. Town Council shall review the application as it pertains to zoning relief/approval.

Applicant: John and Bonnie Stepan  
 Design Professional: A&F engineering, Inc.

**HISTORY:**

At the January 29, 2025 ARCOM meeting, the Commission approved (7-0) the application for new construction of a one-story residence. Additionally, the Commission approved (7-0) that the implementation of the proposed variances would not negatively affect the architecture.

**THE PROJECT:**

The applicant has submitted plans, entitled "Stepan Residence 136 Reef Road" as prepared by **A&F Engineering, Inc.**, dated December 16, 2024.

The following scope of work is proposed:

- Reconstruction of a rear covered terrace.

The following Special Exception, Site Plan Review, and/or Variance(s) are required to complete the project:

- **Variance 1:** Sec. 134-893(b)(7)(a): A variance to reduce the side setback to 10.5' vs. the 12.5' required to rebuild the terrace to existing location.

Site Data			
Zoning District	R-B	Future Land Use	SINGLE-FAMILY
Lot Size	11,025 SF	Side setback	12.5' required 10.5' requested <b>Variance requested</b>

<b>Lot Depth</b>	105'	<b>Lot Width</b>	105'
<b>Surrounding Properties / Zoning</b>			
<b>North</b>	135 Reef Rd   Residence / R-B		
<b>South</b>	141 & 133 Dolphin Rd   Residence / R-B		
<b>East</b>	130 Reef Rd   Residence / R-B		
<b>West</b>	144 Reef Rd   Residence / R-B		

**STAFF ANALYSIS**

The applicant is proposing to reconstruct an existing wood frame terrace at the southeast corner of the structure facing the southeast corner of the lot. The existing one-story structure was built in 1951. This one story open air terrace has exposed wooden beams and wood lattice on the east side. The proposed terrace will replicate the existing in location and design. Due to the amount of demolition required because of wood decay this proposal requires the granting of one variance to accomplish the plan.



**Photos depicting covered patio to be rebuilt.**



Code Section	Required	Proposed	Variance
Variance 1: <a href="#">Sec. 134-893(b)(7)a.</a>	12.5'	10.5'	2.0'

**CONCLUSION:**

Approval of the project will require two (2) separate motion(s) to be made by the Architectural Commission:

- (1) for the overall design of the project in accordance with [Sec. 18-205](#) criteria, subject to any imposed conditions, and
- (2) that the implementation of the proposed variances **will** or **will not** cause negative architectural impacts to the subject property.

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

- (1) for final determination of approval or denial of the (1) variance by the Town Council, and that the variances **shall** or **shall not** be granted that all the criteria applicable to this application as set forth in [Sec. 134-201\(a\)](#), items 1 through 7 have been met.

WRB:JGM: FHM