



**TOWN OF PALM BEACH**  
Planning, Zoning & Building Department  
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PLANNING, ZONING, & BUILDING DEPARTMENT  
PZ&B Staff Combination Memorandum: Architectural Commission and Town Council

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

SUBJECT: ARC-24-0106 (ZON-24-0063) 260 COLONIAL LN

MEETING: FEBRUARY 26, 2025  
MARCH 5, 2025

**ARC-24-0106 (ZON-24-0063) 260 COLONIAL LN (COMBO).** The applicants, Thomas & Meredith Hunt, have filed an application requesting Architectural Commission review and approval for the construction of a new, one-story, single-family residence with final hardscape, landscape and swimming pool; requiring a special exception with site plan review to permit the redevelopment of the existing nonconforming parcel. Town Council shall review the application as it pertains to zoning relief/approval.

**ZON-24-0063 (ARC-24-0106) 260 COLONIAL LN (COMBO) – SPECIAL EXCEPTION W/ SITE PLAN REVIEW.** The applicants, Thomas & Meredith Hunt, have filed an application requesting Town Council review and approval of a Special Exception with Site Plan Review to permit the redevelopment of an existing nonconforming parcel of land in the R-B zoning district which is deficient in lot depth and lot area. The Architectural Commission shall perform design review of the application.

Applicant: Thomas & Meredith Hunt  
Architecture: Northworks Architects & Planners (Edmund A. Depree)  
Landscape: SMI Landscape Architecture (Jorge Sanchez)  
Representative: Maura Ziska, Esq.

**HISTORY:**

An application (ARC-24-0004) for a new, one-story, single-family residence with final hardscape landscape and swimming pool improvements (variance requested for swimming pool setback) on this parcel was denied at the June 26, 2024 Architectural Commission hearing. The applicant has reapplied for the approval of a new residence with a change in architect. The new application does not require variance relief from the town council.

At the December 20, 2024 ARCOM hearing, the application was originally heard and well received by the commission and was deferred (6-0) for one month to the January 2025 hearing with instructions for further study of architectural details and landscape and hardscape plans.

The applicant requested a deferral to the February 26 ARCOM meeting to permit further study.

**THE PROJECT:**

The applicant has submitted plans, entitled "HUNT RESIDENCE" as prepared by **Northworks Architects & Planners**, uploaded February 10, 2025.

The following scope of work is proposed:

- Construction of a new, one-story, single-family residence with final hardscape, landscape and swimming pool improvements.
- Special Exception Request for redevelopment of an existing nonconforming parcel of land in the R-B zoning district that is deficient in minimum required lot depth and lot area.

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

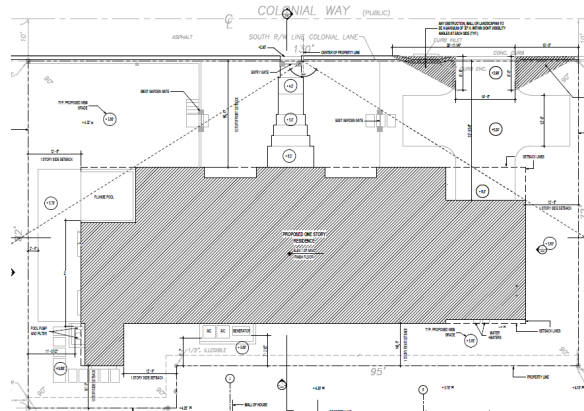
- **Special Exception 1: Sec. 134-893(c):** A Special Exception for redevelopment of an existing nonconforming parcel (comprised of portions of platted lots) which is 72' in lot depth in lieu of the 100' minimum required and 9,710 SF in area in lieu of the 10,000 SF minimum required; for a parcel in the R-B zoning district.

Site Data			
Zoning District	R-B	Future Land Use	SINGLE-FAMILY
Lot Size	Required: 10,000 SF Existing: 9,710 SF <i>Special Exception Required</i>	Crown of Road	3.25' NAVD
Lot Depth	Required: 100' Existing: 72' <i>Special Exception Required</i>	Lot Width	Required: 100' Existing: 130'
Lot Coverage	Permitted: 40% (3,884 SF) Proposed: 36.4% (3,537 SF)	Enclosed Square Footage	Proposed: 3,537 SF
Cubic Content Ratio (CCR)	Permitted: 4.03 Proposed: 3.58	Angle of Vision	Permitted: 116° Proposed: 116°
Building Height	Permitted: 14' – 0" Proposed: 10' – 0"	Overall Building Height	Permitted: 22' Proposed: 18.78'
Finished Floor Elevation	Proposed: 7' NAVD	FEMA Flood Zone	ZONE X
Maximum Fill	Permitted: 1.88' Proposed: 1.88'	Zero Datum	+7.0' NAVD
Overall Landscape Open Space	Required: 45% Proposed: 45%	Front Yard Landscape Open Space	Required: 40% Proposed: 69%
Surrounding Properties / Zoning			
North	255 Colonial Lane   Residence / R-B		
South	255 & 249 Monterey Road Rd   Residences / R-B		
East	248 Colonial Lane   Residence / R-B		
West	266 Colonial Lane   Residence / R-B		

### **STAFF ANALYSIS**

The applicant is proposing the construction of a new one-story residence with final hardscape, landscape, and swimming pool on the south side of Colonial Lane. A preliminary review of the project indicates that the application, as proposed, is consistent with the Town zoning code and requires one (1) special exception to achieve the application.

The application was originally heard at the December 2024 ARCOM hearing, and was deferred to allow for further study of the architectural details and design. The applicant has resubmitted plans in response to comments of the commission. Commission comments pertained primarily to roof slopes, front entry door size, entry gate size, hardscape, and window scale.



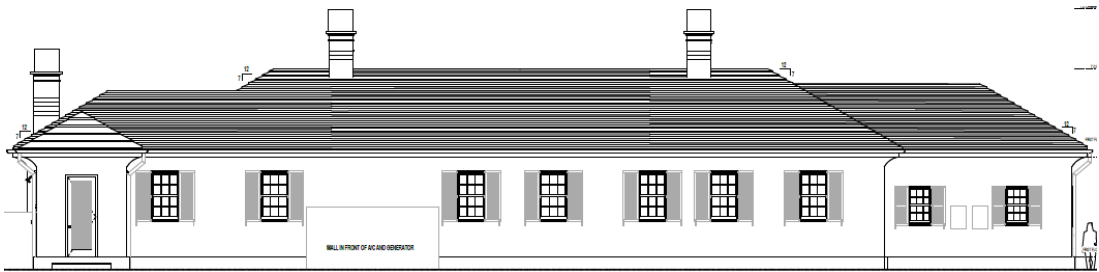
The applicant has submitted plans for a new, one-story, single-family residence on a small, irregularly shaped parcel of land in the R-B zoning district. The parcel is located on the south side of Colonial Lane, roughly center on the street (six parcels east of North Lake Way and eight parcels west of North Ocean Boulevard). The structure is centered on the site and utilizes the 10 ft x 35 ft irregular projection of the rear of the parcel for additional interior space. The center mass of the structure is symmetrical with a total of three hipped roof projections on the sides and center of the massing. The east and west sides of the structure are stepped back from the primary façade, with a front loaded two-car garage on the east side of the front elevation and double hung window on the west side. Materials and finishes proposed for the structure include white finish stucco, light pink wood louvered shutters, white cement board roof tiles and zinc coated chimney caps. The main entry features an arched wood panel door with fan lite, flanked by half-arch louvered shutters. The windows are white, aluminum clad, six over six double hung. The sliding doors are also white aluminum clad products with divided lite pattern. The two-car garage features a single garage door made of wood with a trellis/vine support above, painted white. Other exterior doors on the sides and rear are wood louvered.



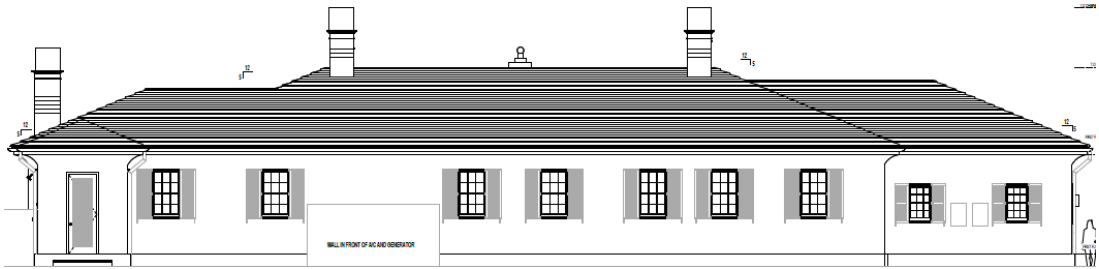
*Previously Proposed North (Front) Elevation*



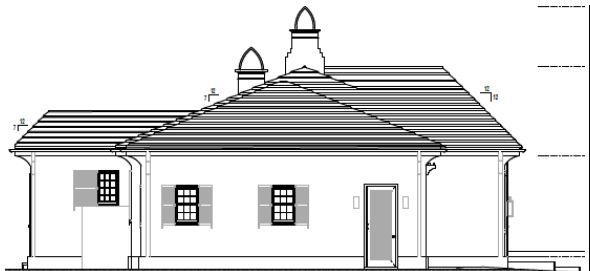
*Proposed North (Front) Elevation*



*Previously Proposed South (Rear) Elevation*



*Proposed South (Rear) Elevation*



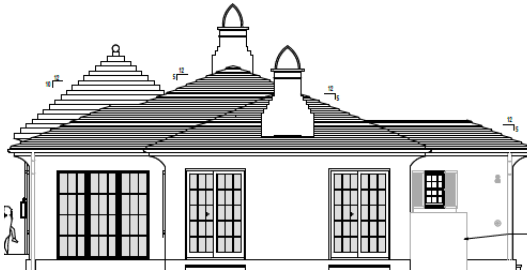
*Previously Proposed Side (East) Elevation*



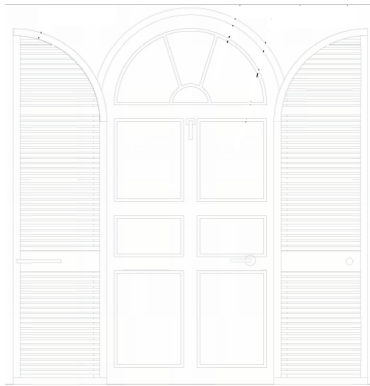
*Previously Proposed Side (West) Elevation*



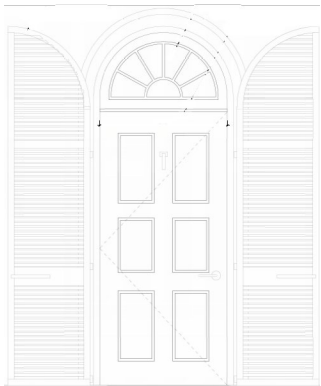
*Proposed Side (East) Elevation*



*Proposed Side (West) Elevation*



*Previously Proposed Entry Door*



*Proposed Entry Door*

The site plan includes pedestrian access through a low gate flanked by Sea Grape trees on Colonial Lane. A Dominical Coral walkway leads to the front door, while vehicular access on the east side features a cross-shaped parking area that allows for parking without blocking the garage, screened by shrubs. The swimming pool is placed in front of the west wing with an uncovered terrace. A/C equipment is at the rear, screened by a masonry wall, and pool equipment is at the west side. Existing Clusia hedges remain along the sides and rear, with a six-foot Kunming Dwarf Tree Jasmine hedge at the front. The front northwest quadrant has a site wall with a sod lawn. Foundation plantings surround the structure, and trees such as Orange Geiger, Sabal Palms, Pigeon Plums, and Variegated Kumquat are placed along the perimeter.



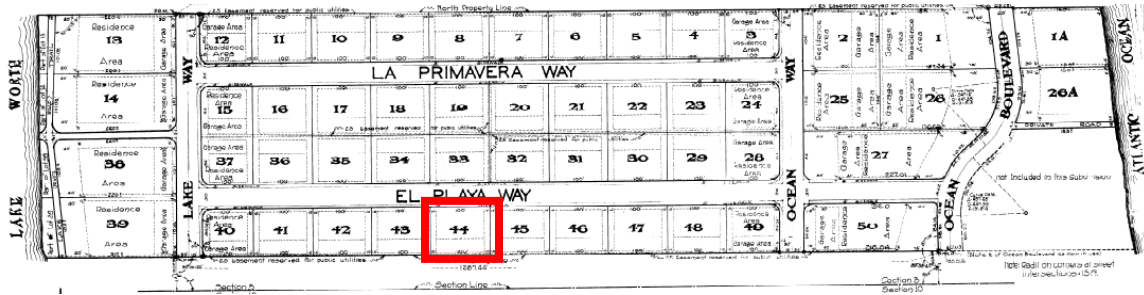
*Previously proposed rendered landscape & hardscape plan.*



*Proposed rendered landscape & hardscape plan.*

Redevelopment of the existing nonconforming parcel requires approval of a special exception by the Town Council. A lot depth of 100' is required with only 72' existing and a lot area of 10,000 SF is required with only 9,710 SF existing. The parcel is comprised of portions of Lot 44-46 of Plat 2 of the El Encanto subdivision, with Colonial Lane previously known as "El Playa Way". The Architectural Commission is not required to make a motion for recommendation on the application for Special Exception.





**CONCLUSION:**

Approval of the project will require one (1) motion 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

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) Special Exception for development of an undersized parcel in that the approval of said application meets the criteria set forth in Sec.134-229 and finding that the approval 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:BMF