



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

TO: Mayor and Town Council

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

SUBJECT: ZON-22-142 340 ROYAL PALM WAY SUITE 300

MEETING: OCTOBER 12, 2022

**ZON-22-142 340 ROYAL PALM WAY SUITE 300—SPECIAL EXCEPTION WITH SITE PLAN REVIEW.** The applicant, BDT CAPITAL PARTNERS (Bong Shinn, Partner), has filed an application requesting Town Council review and approval for Special Exception Request with Site Plan Review for a financial institution tenant greater than 2,000 SF of GLA (7,100 SF) of an existing shell of a third floor within an existing multi-story office building zoned C-OPI with an attached parking structure.

Applicant: BDT CAPITAL PARTNERS (Bong Shinn, Partner)  
Professional: TPGArchitecture  
Representative: Maura Ziska

**THE PROJECT:**

The applicant has submitted plans, entitled "BDT CAPITAL PARTNERS", as prepared by TPGArchitecture August 05, 2022.

The following is the scope of work for the Project:

- Interior renovation of existing third floor office building. A request is to operate a +/- 7,100 SF Brokerage Investments Firm office on the third floor in the C-OPI District.

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

- **SPECIAL EXCEPTION:** Sec 134-1209(8): A request for banks and financial institutions, excluding brokerage and trust companies in the C-OPI Office, Professional and Institutional District.
- **SITE PLAN REVIEW:** Sec 134-1212 All applications for new buildings or for new building additions or for changes in a permitted use in section 134-1207 which involve more than 2,000 square feet of building floor area of buildings in the C-OPI office, professional and institutional district shall require a site plan approval in accordance with article III of this chapter.

Site Data			
Zoning District	C-OPI	Lot Size (SF)	10,000 SF
Future Land Use	COMMERCAAL	Building Size (SF)	4-story with ground floor parking
Total Parking On-site:	87	Flood Zone	AE 6
Existing GLA Space	6,750 SF 350 SF <i>common</i>	Proposed GLA Space	7,100 SF
Surrounding Properties			
North	Recreation Center open field		
South	One and Two-story single-family residences		
East	Four-story office		
West	Four-story office		

**CONSISTENCY WITH THE COMPREHENSIVE PLAN:**

A preliminary review of the project indicates that the proposed **office 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 with ground floor surface parking for 87 spaces. The space is currently comprised of one (1) tenant space totaling approximately 6,750 square feet of office space, with common areas comprising the other 350 square feet. The application for Special Exception for a change in use from a business office (Premiere Networks) to Brokerage Investments Firm over 2,000 SF in the C-OPI district. The proposed design reuses the existing single use office space. The space is currently an open shell totaling approximately 7,100 square feet, the applicant is proposing interior renovations to the third-floor office space. The office building was designed with adequate on-site parking for full occupancy of the building (ie, 3 full floors of office space at 7,100 SF each would require approximately 85 spaces under today's code for parking requirements), as such existing parking spaces is not impacted.