

TO: Town of Palm Beach, Florida
Wayne Bergman, Director of Planning, Zoning & Building
James Murphy, Deputy Director of Planning, Zoning & Building
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FROM: Sean Suder, ZoneCo, Project Manager

COPY: Joe Nickol, Yard & Co.
Joe Corradino, The Corradino Group
Azmi Zahed-Atkins, ZoneCo

DATE: April 26, 2023

RE: Module III – “Codify” Proposed Work Plan/Schedule

ZoneCo and our project partners are pleased to be kicking off Module III – “Codify” on May 9, 2023. The Codify Module will begin in tandem with Module IIA – “Pre-Codify,” which is scheduled to be completed by the end of June 2023.

Module III will focus on codifying all sections of the new Palm Beach Zoning Code. We will begin by codifying the zones and districts, then focus on the remaining generally applicable sections of the Zoning Code with the goal of completing a public review draft of the code by mid-November 2023.

For efficiency and maximum focus, it is our preference for the Planning & Zoning Commission and Town Council review, consider, and provide feedback and input in two monthly meetings each. The purpose of the extra meetings are for the consultant team to review the draft chapters with Planning & Zoning Commissioners and Town Councilmembers and answer their questions and receive their comments.

All drafts will be delivered to the Town 10 days in advance of the meetings. All meetings will be held in person and virtually to ensure maximum resident participation.

The following is a proposed detailed work plan and schedule for Module III - Codify:

Module III.1 – Draft North End District Chapters (June 2023)

Module III.1A – Define district boundaries for new R-B “North End Interior” District and R-L “North End Lake Trail District.”

Module III.1B – Review new lot and building standards R-B “North End Interior District” building placement, bulk, massing standards.

Module III.1C – Review new lot and building standards for the R-L “North End Lake Trail District.”

Module III.1D – Review uses and use standards for The North End Districts.

Body	Date	ZoneCo In-Person or Virtual
P&Z	June 7 (Regular)	V
TC	June 14 (Regular)	IP
P&Z	June 15 (Special)	IP
TC	June 27 (Special)	V

Module III.2 – Draft Mid-Town District Chapters (including the Sea Streets) (July 2023)

Module III.2A – Define district boundaries for the new SSD “Sea Streets District,” RPG – “Royal Palm Gateway District,” the RPD “Royal Poinciana District, and the CRN “County Road North District,” CRS “County Road South District,” the PAD “Peruvian Avenue District, and the WAD “Worth Avenue District.”

Module III.2B – Review new lot and building standards in the SSD “Sea Streets District.”

Module III.2C – Review new lot and building standards in the RPG – “Royal Palm Gateway District,” the RPD “Royal Poinciana District, and the CRN “County Road North District,” CRS “County Road South District,” the PAD - “Peruvian Avenue District, and the “WAD “Worth Avenue District.”

Module III.2D – Review use and use standards for all Mid-Town Districts

Body	Date	ZoneCo In-Person or Virtual
P&Z	July 5 (Regular)	V
TC	July 12 (Regular)	IP
P&Z	July 14 (Special)	IP
TC	July 25 (Special)	V

Module III.3 – Draft South End & Estate District Chapters (August 2023)

Module III.3A – Define district boundaries for new SED “South End District.”

Module III.3B – Review lot and building standards for the new SED “South End District.”

Module III.3C – Review lot and building standards for the R-A and R-AA districts.

Module III.3D – Review use and use standards for all South End & Estate District.

Body	Date	ZoneCo In-Person or Virtual
P&Z	August 2 (Regular)	V
TC	August 9 (Regular)	IP
P&Z	August 10 (Special)	IP
TC	August 29 (Special)	V

Module III.4 – Draft Generally Applicable Regulation Chapters (September 2023)

Module III.4A – Review off-street parking & loading regulations

Module III.4B – Review signs, landscaping, fences/walls/hedges, exterior lighting & equipment regulations

Module III.4C – Review administration and procedures

Module III.4D – Review introduction and glossary

Body	Date	ZoneCo In-Person or Virtual
P&Z	September 6 (Regular)	V
TC	September 13 (Regular)	IP
P&Z	September 14 (Special)	IP
TC	September 28 (Special)	V

Module III.5 – Finalize Public Review Draft (October 2023)

Body	Date	ZoneCo In-Person or Virtual
P&Z	October 4 (Regular)	V
TC	October 11 (Regular)	V

Module III.6 – Deliver Public Review Draft (November 2023)

Body	Date	ZoneCo In-Person or Virtual
P&Z	November 8 (Regular)	V
TC	November 15 (Regular)	IP

We look forward to your comments on this proposed work plan/schedule for Module III – Codify.

Thank you.