



**PLANNING AND ZONING COMMISSION
MEETING MINUTES
THURSDAY, JUNE 15, 2023
9:30 A.M.**

Please be advised that in keeping with a recent directive from the Town Council, the minutes of all Town Boards and Commissions will be "abbreviated" in style. Persons interested in listening to the meeting after the fact may access the audio of that item via the Town's website at www.townofpalmbeach.com or may obtain an audio recording of the meeting by contacting Kelly Churney, Deputy Town Clerk, at (561) 227-6340.

I. CALL TO ORDER AND ROLL CALL

Chair Coniglio called the meeting to order at 9:29 a.m.

Gail Coniglio, Chair	PRESENT
Rick Pollock, Vice Chair	PRESENT
Richard Kleid, Member	PRESENT
Michael Spaziani, Member	ABSENT (Excused)
Eric Christu, Member	PRESENT
Marilyn Beuttenmuller, Member	PRESENT
Jorge Sanchez, Member	ABSENT (Unexcused)
William Gilbane, Alternate Member	PRESENT
Nicki McDonald, Alternate Member	PRESENT
John Tatooles, Alternate Member	PRESENT

It was noted that Mr. Gilbane and Ms. McDonald would be voting in the absence of Messrs. Spaziani and Sanchez.

Staff Members present were:

Wayne Bergman, Director of Planning, Zoning and Building
Jennifer Hofmeister-Drew, Planner III
John C. Randolph, Town Attorney
Kelly Churney, Acting Town Clerk

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Churney led the Commission with an Invocation and the Pledge of Allegiance.

III. APPROVAL OF THE AGENDA

Motion made by Mr. Kleid and seconded by Mr. Pollock to approve the agenda as presented. Motion carried unanimously, 7-0.

IV. **COMMUNICATIONS FROM CITIZENS – 3-MINUTE LIMIT, PLEASE**

Susan Gary, 229 Onondaga Avenue and representing the North End Neighbors Group, expressed concern over oversized homes being built in the North End, as well as small setbacks. She spoke in favor of splitting up the R-B Zoning District into smaller districts.

At this time, Town Attorney Randolph discussed a memo that he had written regarding Senate Bill 250 and his interpretation of the term “more restrictive.” He provided his opinion of how the Commission could proceed at this time. A discussion ensued about how the Commission could review discussion items and move forward with discussions.

Margaret Zeidman, Town Council President, indicated that Code Review was being slowed down due to this issue. She stated that the Town Council canceled the special meetings for June and August. She encouraged the Commission to continue working on the Code Review but stated that the Commission would need to make its own decisions on how it would proceed.

Sean Suder, ZoneCo, spoke regarding an updated schedule that would provide additional time to work through the more complex issues.

Ms. Coniglio inquired about the items the Commission could discuss going forward. Mr. Suder responded. Mr. Kleid spoke in support of the revised process. Mr. Gilbane spoke in support of bringing forward a detailed schedule with milestones, to which Mr. Suder responded affirmatively that he would do so. Ms. McDonald spoke in support of including architects and/or realtors in the upcoming meetings.

Mr. Bergman provided a brief explanation of the items that had been approved at the June 7, 2023, meeting but needed to be rescinded at this time.

Motion made by Mr. Christu and seconded by Mr. Gilbane to rescind the motion at the June 7, 2023, meeting relating to a recommendation to setbacks. Motion carried unanimously, 7-0.

Motion made by Mr. Christu and seconded by Mr. Gilbane to rescind the motion at the June 7, 2023, meeting relating to mechanical equipment. Motion carried unanimously, 7-0.

The Planning and Zoning Commission did not discuss the following items.

IV. **DISCUSSION AND DIRECTION REGARDING THE FOLLOWING ITEMS:**

A. North End Zones & Standards (Continued)

1. Recap of Previous PZC Meeting
2. Recap of Town Council Meeting & Direction
3. Continue Studying New R-B and R-L Standards
 - a. Reduce front yard setback for up to 40% of the front building plane and existing front yard setback for the remainder of the front building plane.
 - b. How minimum lot coverage and exceptions, permitted incursions in the setbacks, and minimum landscaped open space can control for insensitive bulk and massing

Sean S. Suder, ZoneCo., Planning Consultant

V. **CODE REVIEW ITEMS FOR STUDY & RECOMMENDATION FROM THE TOWN COUNCIL REGARDING PROPOSED AMENDMENTS TO CHAPTER 134 - ZONING**

B. Article VI. District Regulations. Division 8-12. Pertaining to Commercial Zoning Districts Related to the Following:

1. Mechanical Equipment

Wayne Bergman, Director of Planning, Zoning and Building

VI. **COMMENTS FROM THE PLANNING AND ZONING COMMISSIONERS**

Chair Coniglio spoke regarding cancelling the July 6, 2023, Regular Meeting and August 10, 2023, Special Meeting, therefore holding one meeting in July and one meeting in August. Discussion ensued on the proposed meeting schedule for July and August.

The Commission provided consensus to cancel the July 6, 2023, Regular Meeting, to hold the July 14, 2023, Special Meeting, and to wait to receive the schedule from ZoneCo before canceling an August meeting.

VII. **COMMENTS FROM THE PLANNING AND ZONING BUILDING DIRECTOR**

There were no comments heard at this time.

Public Comment:

KT Catlin, 265 Fairview Road, asked ZoneCo to avoid the exclusions in their review of the Code. She also asked to include the contractors in the specialty groups when the Commission begins holding conversations with the public.

Michelle DePotter, CEO of the Associated General Contractors of the Florida East Coast, indicated the desire of the contractors to participate in any Code Review discussions.

VIII. **ADJOURNMENT**

Motion made by Mr. Gilbane and seconded by Mr. Christu to adjourn the meeting at 10:20 a.m. Motion carried unanimously, 7-0.

Respectfully Submitted,

Gail Coniglio, Chair
Town of Palm Beach
Planning & Zoning Commission

kmc