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December 14, 2023

Town of Palm Beach
360 S. County Road
Palm Beach, FL 33480

Project: 400 Royal Palm Way, First Floor, Suite 100
Palm Beach, FL 33480
Zoning Case Number: ZON-24-030

We are pleased to submit this project to the Town of Palm Beach Town Council. Spina Orourke has been retained by the tenant of the property at 400 Royal Palm Way to develop plans and architectural design for Citizens Bank tenant improvement of the first-floor office space. The proposed design reuses the existing single use office space. The existing first floor square footage equals approximately 2,098 gross square feet.

This project is being submitted to the Town Council to request approval for a Special Exception (134-229) and Site Plan Approval (134-329):

- A) SPECIAL EXCEPTION: Section 134-1209(8) A request for banks and financial institutions, excluding brokerage and trust companies in the C-OPI Office, Professional and Institutional District.
- B) SITE PLAN REVIEW: Section 134-1212 All applications for new buildings or for new building additions or for changes in permitted use in Section 134-1208 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 site plan approval in accordance with Article III of this chapter.

Criteria:

The bank and renovation will not affect public health, safety, welfare, and morals are not at risk. The bank will not cause substantial injury to the value of other property in the neighborhood.

The bank is compatible with adjoining development and will comply with all required building codes. There have been multiple banks in this building and neighborhood.

The project meets all applicable requirements listed in Section 134-229 of the Town of Palm Beach Zoning Code including Article VI.

The proposed bank/wealth management firm will comply with the comprehensive plan if applicable. The proposed bank will not result in adverse impacts on adjoining properties.

There is adequate egress ingress on Royal Palm Way and Cocoanut Row and 75 parking spaces within the existing building's parking lot.

Any signage to be proposed will meet the code.

Utility service remains the same or will be upgraded if required. Refuse and service areas remain the same. There are no historic trees on the property.

The proposed bank should not place a greater burden on the Town services.

No exterior changes are proposed, except reactivation of the existing ATM located in the existing drive thru, which was previously approved.

A previous financial institution occupied the partial first floor.

- C) VARIANCE: Section 134-2176: N/A.

Very truly yours,

A handwritten signature in black ink, appearing to read 'KMS', is written over a horizontal line.

KEITH M. SPINA
CEO