

ARC-25-0011/ZON-25-0011  
261 Miraflores  
Palm Beach FL 33480

March 31, 2025

Letter of Intent – Renovation to an existing house  
261 Miraflores

We are submitting this letter of intent with the accompanying drawings for consideration at The Architectural Review Commission. The existing one-story ranch style home was built in 1951. The current home consists of 4,280 sq ft on a lot measuring 18,740 square feet. The proposed plan includes the addition of a two-car garage.

We have studied the areas of proposed alteration to preserve the charm of the house and existing details. The architectural design, building and hardscape materials, and landscape selections are of the highest quality and in keeping with the character of the existing house.

The proposal includes the following alterations and modifications

- New two car garage
- Renovation to the existing garage
- There are no proposed changes to hardscape, landscape, lot fill, fences, walls, or other areas of the site.

Section 18-205

1. The plan for the proposed building is in conformity with good taste and design and contributes to the image of the town. The proposed design is considerate of the history of the existing home and maintains the charm and beauty of the street and surrounding properties.
2. The proposed work has been designed to maintain the current setbacks, building envelope, and screening.
3. The proposed structure and associated materials maintain the original materials and are of the highest quality to preserve the charm and value of the home.
4. The proposed structure is in harmony with the history and design of the street and surrounding properties. We maintain considerate design, and the existing visual history of the home.
5. The home is not excessively similar to any surrounding structure. We are maintaining the original home.
6. The home is not excessively dissimilar to any surrounding structure.

7. The proposed addition is subservient in style and massing to the principal structure. The setbacks and design allow the charm of the main structure to maintain the principle visual focus. The garage maintains its subordinate position to the main house
8. The house is appropriate in relation to the character of the street, neighborhood, and with design features the enhance the view from the street.
9. The proposed development is in conformity with the standards of this Code and other applicable ordinances insofar as the location and appearance of the buildings and structures are involved.
10. The project's location and design maintain the existing site characteristics.

## Section 134-201

1. The existing plat lines for Miraflores and particularly 261 Miraflores project beyond the street and adjacent property lines.
2. The applicant has not created a hardship based on the current house setback conditions. There is minimal lot coverage and large setbacks between adjacent neighbors.
3. Granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, buildings or structures in this same zoning district.
4. Literal interpretation of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this chapter and would work unnecessary and undue hardship on the applicant.
5. The variance granted is the minimum variance that will make possible reasonable use of the land, building or structure.
6. For granting of a variance to [sections 134-387](#) or [134-390](#) through [134-392](#), pertaining to the regulation of nonconforming uses, the following additional findings shall be made pertaining to the nonconforming use for which the variance is requested:
  - a. It is the continuation of a unique hotel or residential use that has, for at least 15 years proven compatible with the surrounding uses; and
  - b. Neither rezoning to a district which would allow the use, nor inclusion of the subject use as a permitted or special exception use in the district would act to achieve the preservation of the subject use without opening the possibility of the incursion of uses incompatible with the immediately surrounding area and, further, such variance

- c. Be granted only for the continuation of the same hotel or residential use; and
- d. 2.
- e. Require the applicant to submit a declaration of use limiting the utilization of the property for which the variance was granted to the same use as that existing at the time the variance was granted.
- f. (7)
- g. The grant of the variance will be in harmony with the general intent and purpose of this chapter, and such variance will not be injurious to the area involved or otherwise detrimental to the public welfare. In granting any variance, the town council may prescribe appropriate conditions and safeguards in conformity with this chapter. Upon granting a variance the town council may require the landowner to provide a declaration of use agreement which shall be recorded in the public records to ensure continuing compliance with the town council imposed conditions of such grants. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter.
- h. (b)
- i. The town council may prescribe a reasonable time limit within which the action for which the variance is required shall begin or be completed or both. Under no circumstances, except as permitted in subsection (a) of this section, shall the town council grant a variance to permit a use not generally or by special exception permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this chapter in the zoning district. No nonconforming use of neighboring lands, structures or buildings in the same zoning district and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the authorization of a variance.

## Variances:

VARIANCE 1: Sec. 134-893(b)(5)a: A request for a front yard setback of 15.57' in lieu of the 25.83' existing and the 25' minimum setback required.

VARIANCE 2: Sec. 134-893(b)(6)d.: A request for an angle of vision of X° in lieu of the 110° existing and 108° maximum permitted.



VARIANCE 3: Sec. 134-893(b)(12)a: A request for a landscape open space of 43.5% in lieu of the 44.1% existing and 45% minimum required.

We are submitting the proposed application on behalf of our client, Miraflores PBLLC. The design has been thoughtfully considered to be in harmony with the surrounding properties and with consideration of the existing design.

Thank you for your consideration,  
Caroline Forrest