



**PLANNING AND ZONING BOARD
MEETING AGENDA**

Janet Kortenhaus, Chairman
Rick Ziegler, Vice Chairman

Jerald Cohn, Member
Melinda Blackburn, Member
Tim Blash, Member
Nina Lammert, Alternate
Jason Prince, Alternate

Rob Rennebaum, Engineer
Josh Nichols, Zoning Official
Mitty Barnard, Attorney
Joe Kajak, Building Official
Evyonne Browning, Town Clerk
Laura Brown, Building Clerk

1. **CALL TO ORDER:**
 - a. Roll call

2. **APPROVAL OF MEETING AGENDA:** (Additions, substitutions, deletions)

3. **INSTALLATIONS:**
 - a. Oath of Office as for Jason Prince as an Alternate Member.

4. **CONSENT AGENDA:**
 - a. Approval of the March 26, 2019 Regular Meeting Minutes.
 - b. Approval of the March 26, 2019 Reorganization Meeting Minutes

5. **MISCELLANEOUS BUSINESS:**
 - a. Discussion Item: Code Section Pf. 5.4 Maximum lot coverage; lot coverage calculation., subpart (c) District specification requirements. which provides that for any newly constructed principal building, a lot coverage credit of two hundred (200) square feet shall be given when the principal building includes an enclosed garage.

6. **PUBLIC COMMENT:**

7. **STAFF REPORTS:**

8. **ADJOURNMENT:**

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Planning & Zoning Board with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting.

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. FOR HEARING ASSISTANCE: If any person wishes to use a hearing device, please contact the Town Clerk.

**PLANNING AND ZONING BOARD
REGULAR MEETING MINUTES
March 26, 2019**

1. CALL TO ORDER

The regular meeting was called to order at 6:24 p.m. by Chairman Janet Kortenhaus. The meeting was held in the commission chambers at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404. Town Clerk Browning called the roll and those present were Chairman Janet Kortenhaus, Vice Chairman Rick Ziegler, Member Jerald Cohn, Member Melinda Blackburn, Member Tim Blash, and Alternate Nina Lammert.

2. APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION: Vice Chairman Rick Ziegler moved to approve the meeting agenda.

SECOND AND VOTE: Member Jerald Cohn seconded the motion, which passed unanimously.

3. CONSENT AGENDA

- a. Approval of the February 26, 2019 Regular Meeting Minutes.

MOTION: Member Jerald Cohn moved to approve the meeting agenda as prepared.

SECOND AND VOTE: Vice Chairman Rick Ziegler seconded the motion, which passed unanimously.

4. ACTION ITEMS

- a. **SPR19-2/AAR19-2**, Arnold and Bonnie Marcus, Owners of 48 Lake Drive request Site Plan Review and Architectural and Aesthetic Review for construction of a new two-story single-family residence, pool and associated pool deck.

DISCUSSION: Zoning Official Josh Nichols stated that as requested at the DRC meeting, the square footage for the garage on the first floor has been corrected. He also stated that as a condition of the motion, the air conditioning equipment and emergency generator are allowed to be located in the side yard. He further stated that Staff recommends approval.

MOTION: Member Jerald Cohn moved to approve the Site Plan Review and the Architectural and Aesthetic Review to allow for the construction of a new two-story, single-family residence, pool and associated pool deck; as depicted and described on Exhibit A attached hereto and made a part hereof with 2-car garage and new landscaping on a currently cleared lot with the following conditions:

1. The Applicants are permitted to locate the central air conditioning equipment in the side yard in accordance with Section Pf. 12.7 of the Town Code; and
2. The Applicants are permitted to locate the emergency generator in the side yard in accordance with Section Pf. 12.8 of the Town Code.

SECOND AND VOTE: Member Melinda Blackburn seconded the motion, which passed unanimously.

5. MISCELLANEOUS BUSINESS

There was none.

6. PUBLIC COMMENT

There were no public comments

7. **STAFF REPORTS**

1. Zoning Official Josh Nichols stated that the Commission has requested an ordinance be drafted for the Local Planning Agency's consideration on Building Measurements in District "A". This should be ready for a meeting next month.
2. Chairman Janet Kortenhaus asked that a discussion item be added to next month's P & Z agenda regarding Code Section Pf.5.4, Maximum lot coverage calculations and the 200 square foot credit when the principal building includes an enclosed garage.

8. **ADJOURNMENT**

Vice Chairman Ziegler moved to adjourn the meeting. Member Jerald Cohn seconded the motion and the meeting was adjourned at 6:51 pm.

APPROVED THIS 24th day of April 2019

ATTEST:

Evyonne Browning, Town Clerk

Chairman, Janet Kortenhaus

(Seal)

**PLANNING AND ZONING BOARD
REORGANIZATION MEETING MINUTES
March 26, 2019**

1. CALL TO ORDER

The reorganization meeting was called to order at 6:02 p.m. by Chairman Janet Kortenhaus. The meeting was held in the commission chambers of Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

Town Clerk Browning called the roll and those present were Chairman Janet Kortenhaus, Vice Chairman Rick Ziegler, Member Jerald Cohn, Member Melinda Blackburn, Member Timothy Blash, and Alternate Nina Lammert.

2. APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION: Vice Chairman Rick Ziegler moved to approve the meeting agenda.

SECOND AND VOTE: Member Jerald Cohn seconded the motion, which passed unanimously.

3. INSTALLATION:

a. All members took the Oath of Office in unison.

b. Election of Chairman

MOTION: Vice Chairman Rick Ziegler moved to re-appoint Janet Kortenhaus as Chairman.

SECOND AND VOTE: Member Jerald Cohn seconded the motion, which passed unanimously.

c. Election of Vice Chairman

MOTION No. 1: Current Vice Chairman Rick Ziegler moved to appoint Jerald Cohn as Vice Chairman. The motion died for lack of a second.

MOTION No. 2: Chairman Janet Kortenhaus moved to re-appoint Rick Ziegler as Vice Chairman.

SECOND AND VOTE: Member Jerald Cohn seconded the motion, which passed unanimously.

d. Selection of DRC Member

MOTION: Vice Chairman Rick Ziegler moved to re-appoint Janet Kortenhaus as DRC Member.

SECOND AND VOTE: Member Melinda Blackburn seconded the motion, which passed unanimously.

e. Selection of Landscape Approval Member

MOTION: Member Melinda Blackburn moved to appoint Tim Blash as the Landscape Approval member.

SECOND AND VOTE: Member Jerald Cohn seconded the motion, which passed unanimously.

4. ANNUAL LEGAL UPDATE BY TOWN ATTORNEY:

Town Attorney Mitty Barnard went through the attached legal update to all members of the Board.

5. BOARD COMMENTS:

There were none.

6. PUBLIC COMMENTS:

There were none.

7. ADJOURNMENT:

MOTION: Member Melinda Blackburn moved to adjourn the meeting

SECOND AND VOTE: Vice Chairman Rick Ziegler seconded the motion which passed unanimously and Chairman Janet Kortenhaus adjourned the meeting at 6:23 pm.

APPROVED this 24th day of April 2019

ATTEST:

Evyonne Browning, Town Clerk

Janet Kortenhaus, Chairman

(Seal)