

**PLANNING AND ZONING BOARD  
REGULAR MEETING MINUTES  
July 24, 2018**

**1. CALL TO ORDER**

The regular meeting was called to order at 6:31 p.m. by Chairman Janet Kortenhaus. The meeting was held 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 Nina Lammert, Member Mary Stanton, and Member Jerald Cohn.

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

**MOTION:** Member Nina Lammert moved to approve the meeting agenda.

**SECOND AND VOTE:** Member Mary Stanton seconded the motion, which passed unanimously.

**3. CONSENT AGENDA**

Approval of the June 26, 2018 Meeting Minutes.

**MOTION:** Member Jerald Cohn moved to approve the Consent Agenda as printed.

**SECOND AND VOTE:** Member Mary Stanton seconded the motion, which passed unanimously.

**4. PUBLIC HEARING: There were no public hearings.**

**5. MISCELLANEOUS BUSINESS**

- a. Tree Removal Permit process, Application, and Fees

**MOTION:** Member Nina Lammert moved to have the Town Officials to authorize the Town Attorney to bring a draft ordinance to the Board at the next meeting for consideration and recommendation to the Commission.

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

**6. PUBLIC COMMENT**

There were no Public Comments.

7. **STAFF REPORTS**

- a. Update on Marine Engineer: Chairperson Janet Kortenhaus stated she has had several conference calls with the Marine Engineer and they will attend the August P & Z meeting with an update and provide recommended changes to the Town's Code.
- b. Project Timeline update: The Building Official did not provide an updated timeline.

8. **ADJOURNMENT:**

**MOTION:** Vice Chairman Rick Ziegler moved to adjourn the meeting

**SECOND AND VOTE:** Member Nina Lammert seconded the motion, which passed unanimously. The Meeting was adjourned at 7:24 pm.

**APPROVED this 29<sup>th</sup> day of August 2018**

ATTEST:

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Evyonne Browning, Town Clerk

  
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Janet Kortenhaus, Chairperson

**(Seal)**