

**PLANNING AND ZONING BOARD  
REGULAR MEETING MINUTES  
(Summary Minutes)  
March 24, 2021**

**CALL TO ORDER**

The regular meeting was called to order at 6:32 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 Chair Janet Kortenhaus, Vice Chairman Jerald Cohn, Member Tim Blash, and Member Tracy Larcher. Member Kevin Banks was not present. Also present were Mitty Barnard, Town Attorney, Josh Nichols, Zoning Official, and Rob Rennebaum, Town Engineer. Town Clerk Browning stated there was a quorum present.

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

**MOTION:** Member Tracy Larcher made a motion to approve the meeting agenda, as revised to add meeting minutes to the Consent Agenda.

**SECOND AND VOTE:** Vice Chairman Jerald Cohn seconded the motion, which carried unanimously.

**CONSENT AGENDA**

Approval of the February 24, 2021 Planning and Zoning Board Meeting Minutes.  
Approval of the February 24, 2021 Tax Oversight Committee Meeting Minutes.

At the request of Town Clerk Browning, the following minutes were asked to be added to the Agenda:

1. January 22, 2020 Regular Meeting Minutes
2. January 22, 2020 Oversight Committee Minutes
3. January 22, 2020 LPA Minutes
4. February 26, 2020 LPA Minutes
5. June 4, 2020 Regular Meeting Minutes
6. June 4, 2020 Reorganization Meeting Minutes
7. July 22, 2020 Regular Meeting Minutes
8. August 26, 2020 Regular Meeting Minutes
9. August 26, 2020 LPA Minutes
10. September 23, 2020 Regular Meeting Minutes
11. October 28, 2020 Regular Meeting Minutes
12. November 25, 2020 Regular Meeting Minutes
13. November 25, 2020 LPA Minutes

**MOTION:** Vice Chairman Jerald Cohn made a motion to approve the consent agenda as revised.

**SECOND AND VOTE:** Member Tracy Larcher seconded the motion, which carried unanimously by those present.

**ACTION ITEMS**

- a. **SPR21-1/AAR21-1**, Donald C. and Patricia F. Jones, Owners of 245 Linda Lane, requests Site Plan Review and Architectural and Aesthetic Review to construct a new pool with deck in the rear of the subject property.

**MOTION:** Vice Chairman Jerald Cohn moved to approve the item as presented.

**SECOND AND VOTE:** Member Tim Blash seconded the motion which passed unanimously by those present.

## **DISCUSSION ITEMS**

a. District "B" properties.

Zoning Official Josh Nichols and Town Attorney Mitty Barnard led the discussion on suggested changes to district "B" properties. The Board requested that a draft amendment be developed and brought before the Board at an upcoming Planning and Zoning Board meeting.

b. Review ordinances governing air conditioning equipment and emergency generators.


The Board shared different ideas regarding screening and the materials used for screening A/C equipment and emergency generators. Several ideas were discussed, and the Town Attorney will bring a draft ordinance with these suggested changes to the Board at an upcoming meeting.

## **ADJOURNMENT**


**MOTION:** Member Tim Blash moved to adjourn the meeting.

**SECOND:** Member Tracy Larcher seconded the motion. The meeting was adjourned at 8:50 pm.

APPROVED this 28<sup>th</sup> day of April 2021.

  
By: Janet Kortenhaus, Chair

ATTEST:

  
By: Eyyonne Browning, Town Clerk  
(Seal)

**ORDER OF THE PLANNING & ZONING BOARD  
TOWN OF PALM BEACH SHORES  
SITE PLAN REVIEW**

**CASE NO.**    SPR 21-1

**IN RE:**        *Donald C. and Patricia F. Jones, as Owners and Applicants*

**PROPERTY ADDRESS:**    245 Linda Lane, Palm Beach Shores, Florida 33404

**LEGAL DESCRIPTION:**    **PALM BEACH SHORES LT 58 (LESS E 39.86FT) & LT 59**

**ORDER APPROVING SITE PLAN REVIEW**

This cause was heard by the Planning and Zoning Board of the Town of Palm Beach Shores acting under its authority to conduct Site Plan Review. The Board considered the evidence presented by the Applicants and other interested parties who were properly noticed and the Town Planning and Zoning Board.

**THEREUPON, THE PLANNING AND ZONING BOARD OF THE TOWN OF PALM BEACH SHORES FINDS AS FOLLOWS:**

1. The property which is the subject of said application is located in the Town of Palm Beach Shores in accordance with the Zoning Ordinance.
2. The Applicants submitted all documents required for site plan review, and the Applicants' request for approval is in accordance with the provisions set forth in the Town Code of Ordinances.
3. Under the provisions of the Town Zoning Ordinance, the Planning and Zoning Board has the right, power and authority to act on the application.
4. In the judgment of the Planning and Zoning Board, the convenience and welfare of the community will best be served by APPROVING the application for site plan approval.

**IT IS THEREUPON CONSIDERED, ORDERED, AND ADJUDGED BY THE PLANNING AND ZONING BOARD OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AS FOLLOWS:**

The application for Site Plan Review with reference to the above-described property within the Town of Palm Beach Shores, Palm Beach County, Florida, to permit the following:


Construct a new pool with deck in the rear of the subject property; as depicted and described on *Exhibit A* attached hereto and made a part hereof

**IS HEREBY APPROVED.**

Please note:

1. If a building permit application (including construction cost estimate) is not received by the Town within six (6) months of the date of this Order, the site plan approval shall be null and void. One (1) six (6) month extension may be granted by the Planning and Zoning Board if submitted in writing prior to expiration.
2. Any subsequent modifications to the approved plan, attached hereto as *Exhibit A*, shall be submitted to the Planning and Zoning Board for review and approval.

**DONE AND ORDERED** on March 24<sup>th</sup>, 2021.

  
By: Janet Kortenhaus, Chair

ATTEST:

  
Evyonne Browning, Town Clerk

(SEAL)



**ORDER OF THE PLANNING & ZONING BOARD  
TOWN OF PALM BEACH SHORES  
ARCHITECTURAL AND AESTHETIC REVIEW**

**CASE NO.**    AAR 21-1

**IN RE:**            *Donald C. and Patricia F. Jones, as Owners and Applicants*

**PROPERTY ADDRESS:**    245 Linda Lane, Palm Beach Shores, Florida 33404

**LEGAL DESCRIPTION:**    **PALM BEACH SHORES LT 58 (LESS E 39.86FT) & LT 59**

**ORDER APPROVING ARCHITECTURAL AND AESTHETIC REVIEW**

This cause was heard by the Planning and Zoning Board of the Town of Palm Beach Shores acting under its authority to conduct Architectural and Aesthetic Review on March 24, 2021. Having considered the evidence presented by the Applicants and other interested persons at a hearing called and properly noticed and the Town Planning and Zoning Board being otherwise duly advised,

**THEREUPON, THE PLANNING AND ZONING BOARD OF THE TOWN OF  
PALM BEACH SHORES FINDS AS FOLLOWS:**

1. The property which is the subject of said application is located within Town Zoning District A in accordance with the Zoning Ordinance of the Town of Palm Beach Shores.
2. The Applicants submitted all documents required by Section 14-86 of the Code of Ordinances of the Town of Palm Beach Shores, and the Applicants' request for Architectural and Aesthetic Review meets all standards as set forth in Sections 14-87 and 78-77.1 of the Town Code of Ordinances.
3. Under the provisions of Chapter 14. Buildings and Building Regulations. at Article II. Division 5. Architectural and Aesthetic Review of the Code of Ordinances of the Town of Palm Beach Shores, and Pf. 17.2. of the Town Zoning Code, the Planning and Zoning Board has the right, power and authority to act upon the application herein made.
4. In the judgment of the Planning and Zoning Board, the public convenience and welfare will best be served by APPROVING the application.



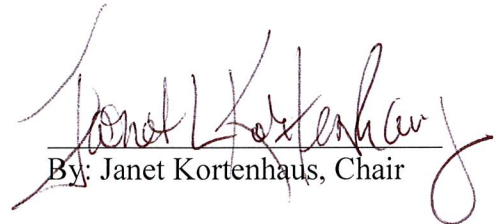
**IT IS THEREUPON CONSIDERED, ORDERED AND ADJUDGED BY THE PLANNING AND ZONING BOARD OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AS FOLLOWS:**

The application for Architectural and Aesthetic Review with reference to the above-described property within the Town of Palm Beach Shores, Palm Beach County, Florida, to permit the following:

Construct a new pool with deck in the rear of the subject property; as depicted and described on *Exhibit A* attached hereto and made a part hereof

**IS HEREBY APPROVED.**

**DONE AND ORDERED** on March 24, 2021.

  
By: Janet Kortenhaus, Chair

ATTEST:

  
Evyonne Browning, Town Clerk

(SEAL)

