

**PLANNING AND ZONING BOARD  
REGULAR MEETING  
(Rescheduled)  
MINUTES**

**March 25, 2022**

**1. CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Chairman Jerald Cohn. The meeting was held in the Commission Chambers of Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

Town Clerk Jude Goudreau called the roll, and present were: Chairman Jerald Cohn, Vice Chairman Tim Blash, Member Kevin Banks, Member Steven Smith and Alternate Member Tom Martin. Town Clerk Goudreau stated there was a quorum present. Also present were Town Attorney Mitty Barnard and Zoning Official Josh Nichols.

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

**MOTION:** Vice Chairman Tim Blash requested the addition of Item 6b to discuss landscape renderings and moved to approve the meeting agenda with the addition of 6b.

**SECOND AND VOTE:** Member Steven Smith seconded the motion, which passed unanimously by those present.

**3. CONSENT AGENDA:**

Approval of the February 23, 2022, Planning and Zoning Board Meeting Minutes.

**MOTION:** Vice Chairman Tim Blash moved to approve the consent agenda as read.

**SECOND AND VOTE:** Member Kevin Banks seconded the motion, which passed unanimously by those present.

**4. ACTION ITEMS:**

a. **SPR22-03/AAR22-03**, Mary McCartney, Owner of 331 Cascade Lane, requests Site Plan Review and Architectural and Aesthetic Review to install a pool with paver deck and associated pool equipment on the property.

Town Attorney Mitty Barnard swore in the Applicant and requested ex parte disclosures. Discussion ensued including a brief discussion regarding the fence and landscaping plans, which are not part of the applicant's request.

**MOTION:** Member Kevin Banks made a motion to approve SPR22-03/AAR22-03 with the following conditions:

1. No discharge from pool dewatering will be permitted to leave the site unless directed by hose to the inlet at Cascade Lane and Lake Drive. Contractor to ensure no water from dewatering operations is allowed to stand on Town Roads (Note: Public Works Department may have surplus fire hose for Contractor's use);
2. Yard areas/site to be graded to ensure that no stormwater runoff flows to adjacent properties;
3. Engineer shall be responsible for ensuring the drainage improvements are completed in substantial accordance with the approved plan;
4. Prior to C.O., Engineer to provide final signed and sealed certification that the drainage improvements and grading have been completed in substantial accordance with the approved plan; and
5. Upon receipt of final Certification from Engineer, Town Engineer to visit site and insure conformance of Town requirements prior to issuance of final C.O.

**SECOND AND VOTE:** Alternate Member Tom Martin seconded the motion which passed unanimously by those present.

b. **SPR22-05/AAR22-05**, Donald & Michele LaRocca, Owners of 221 Bamboo Road, request Site Plan Review and Architectural and Aesthetic Review to allow for the installation of a 24 kW natural gas emergency generator on the property.

Town Attorney Mitty Barnard swore in the Applicant and requested ex parte disclosures. Discussion ensued.

**MOTION:** Vice Chairman Tim Blash made a motion to approve the SPR22-05/AAR22-05 as submitted.

**SECOND AND VOTE:** Member Steven Smith seconded the motion, which passed unanimously by those present.

c. **VAR22-01**, Weston Gracida, Owner of 125 Cascade Lane, requests a Variance from Pf. 4.6 to allow for a finished floor elevation for the addition of 9.8 feet where Town Code requires 10.26 feet. Town Attorney Mitty Barnard swore in the Applicant and requested ex parte disclosures. Discussion ensued. **MOTION:** Member Kevin Banks made a motion to recommend approval of **VAR22-01** to the Town Commission.  
**SECOND AND VOTE:** Vice Chairman Tim Blash seconded the motion, which was passed unanimously by those present.

d. **SPR22-04/AAR22-04**, Weston Gracida, Owner of 125 Cascade Lane, requests Site Plan Review and Architectural & Aesthetic Review to construct a 354 square foot master bedroom addition to the rear of the existing structure. Town Attorney Mitty Barnard swore in the Applicant and requested ex parte disclosures. Discussion ensued. **MOTION:** Kevin Banks made a motion to approve SPR22-04/AAR22-04 with the following conditions:

1. The Planning and Zoning Board conditions approval of the proposed first floor elevation upon the granting of the Applicant's Variance Application VAR 22-01 by the Town Commission;
2. Applicant shall ensure that the building height of the shed complies with the Town Code;
3. Yard areas/site to be graded to ensure that no stormwater runoff flows to adjacent properties;
4. Engineer shall be responsible for insuring the drainage improvements are completed in substantial accordance with the approved plan;
5. Prior to C.O., Engineer to provide final signed and sealed certification that the drainage improvements and grading have been completed in substantial accordance with the approved plan; and
6. Upon receipt of final Certification from Engineer, Town Engineer to visit site and insure conformance of Town requirements prior to issuance of final C.O.

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

5. **PUBLIC COMMENT:** None.

6. **DISCUSSION ITEMS:**

- a. Discussion of grade elevation and finished first floor elevations in non-flood zoning in District A (Zoning Official). Discussion ensued. Consensus by the Board to have the Town Attorney prepare a draft ordinance for review at the next meeting.
- b. Discussion on whether to require development applicants to provide renderings of proposed landscaping. Discussion ensued. Consensus by the Board to have the Town Attorney prepare a draft ordinance for review at the next meeting.

7. **ADJOURNMENT:**

**MOTION, SECOND AND VOTE:** Member Kevin Banks moved to adjourn the meeting with Vice Chairman Tim Blash seconding the motion, which passed unanimously. The meeting was adjourned at 5:58 p.m.

APPROVED this 27<sup>th</sup> day of April, 2022.

ATTEST:

Jude Marie Goudreau  
Jude Marie Goudreau, Town Clerk

Jerald Cohn  
Jerald Cohn, Chairman

(Seal)

