

**PLANNING AND ZONING BOARD
REGULAR MEETING MINUTES
August 29, 2018**

1. CALL TO ORDER

The regular meeting was called to order at 6:33p.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, and Member Mary Stanton. Members Nina Lammert, Jerald Cohn, and Alternate Member Joan Bancroft Grody were not present. The Clerk stated there was a quorum present.

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

MOTION: Member Mary Stanton moved to approve the meeting agenda.

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

3. CONSENT AGENDA

- a. Approval of the July 24, 2018 Regular Meeting Minutes.

MOTION: Vice Chairman Rick Ziegler moved to approve the July 24, 2018 P & Z Minutes.

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

- a. Approval of the July 24, 2018 LPA Meeting Minutes

MOTION: Vice Chairman Rick Ziegler moved to approve the July 24, 2018 LPA Minutes.

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

4. PUBLIC HEARING

- a. **SPR18-19/AAR18-19**, Andrew Carson, Owner of 115 Linda Lane, requests a Site Plan Review and Architectural and Aesthetic Review for approval of four (4) newly installed HVAC Units to remain in the front of the property. Mechanical Permit #17PBS-11575 was approved by the Town's Building Official 11/20/2017. The permit was issued on 11/27/17.

MOTION: Vice Chairman Rick Ziegler moved to approve The Site Plan Review and the Architectural and Aesthetic Review to allow four (4) newly installed HVAC units to remain in the front of the property, with proper screening (fence).

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

- b. **SPR18-15/AAR18-15**, Tracy Larcher, Owner of 118 Blossom Lane, requests Site Plan Review and Architectural and Aesthetic Review to add additional square footage to the Master Suite Family Room and Living Area, reconfigure the Kitchen, Bathroom, and Family Room, and add a Half Bath and an Entryway Porch.

MOTION: Member Mary Stanton moved to approve the Site Plan Review and Architectural and Aesthetic Review to add additional square footage to the Master Suite Family Room and Living Area, reconfigure the Kitchen, Bathroom, and Family Room, and add a half bath and an entryway porch with the following conditions:

1. The applicant shall address potential conflicts between the landscaping as depicted on the Landscape Plan and drainage as depicted on the Grading, Paving, and Drainage Plan.
2. Additional landscape screening shall be provided on the east side of the a/c, pool equipment and generator sufficient to meet Section 78-77.1 of the Town Code.

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

- c. **SPR18-13/AAR18-13**, Douglas Owen, Owner of 222 Edwards Lane, requests Site Plan Review and Architectural and Aesthetic Review to construct a single-family residence to replace the previous demolished home.

MOTION: Vice Chairman Rick Ziegler moved to approve The Site Plan Review and Architectural and Aesthetic Review to construct a single-family residence to replace the previous demolished home with the following condition:

1. The Applicant shall relocate the three (3) air conditioning units from the proposed side yard location to the rear of the structure.

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

5. **MISCELLANEOUS BUSINESS**

- a. Tree Removal Ordinance (*Presented by Mitty Barnard, Town Attorney*)

MOTION: Member Mary Stanton moved to have the Ordinance sent to the Town Commission for first reading and approval as presented.

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

- b. Marine Engineer Presentation with suggested changes to the Town's Dock Code.

There was a consensus of the Board for the Town Attorney take the changes discussed and put them into a proposed draft ordinance to bring to the joint workshop with the Board and the Commission.

6. **PUBLIC COMMENT:** No comments at this time.

7. **STAFF REPORTS**

- a. Project Timeline update: There was no update at this time.

8. **ADJOURNMENT:** The Meeting was adjourned at 9:30 pm.

Approved this 23rd day of October 2018.

ATTEST:

Evyonne Browning, Town Clerk


Janet Kortenhaus, Chairman