



**DEVELOPMENT REVIEW COMMITTEE MEETING -
JUNO SQUARE RESIDENTIAL
MINUTES**

**January 04, 2024 at 10:30 AM
Council Chambers – 340 Ocean Drive**

PRESENT: Frank Davila, Director of Planning and Zoning
Curt Thompson, Principal Planner
Isabella Hickey, Planning Technician
Steven J. Hallock, Director of Public Works
Brian Smith, Chief of Police
Mark Saloio, Major
Caitlin E. Copeland-Rodriguez, Town Clerk

ALSO PRESENT: *(See attached Sign-in Sheet)*

.....

Public Audience: 5

Director of Planning and Zoning Davila called the Development Review Committee Meeting to order at 10:33a.m.

I. PROJECT – Juno Square Residential – *(See attached comments that were discussed.)*

Director of Planning & Zoning Davila announced that as soon as all the comments have been addressed, staff will either submit the date for the Planning & Zoning Board Meeting or schedule a follow-up Development Review Committee meeting in case there are any additional comments.

II. ADJOURNMENT

Director of Planning and Zoning Davila adjourned the meeting at 11:13am.



Frank Davila, Director of Planning & Zoning

ATTEST: 

Caitlin E. Copeland-Rodriguez, Town Clerk



**Town of Juno Beach
Development Review Committee
Juno Square Residential
January 4, 2024, at 10:30 a.m.**

SIGN-IN SHEET

NAME	REPRESENTING	EMAIL
Aimee Carlson	Pulte Home Company	aimee.carlson@pulte.com
Melissa Tolbert	PBC ERM	mtolbert@pbcgov.org
Brenda Howde	PBC ERM	bhowde@pbcgov.org
Deb Drum	PBC Environmental Res. Mgmt.	ddrum@pbc.gov
JEFF SCHNARS	SCHNARS ENGR. CORP.	JEFF@SCHNARS.COM
Diana Davis	Self	dianadavisjuno@com ^{junoil}
Ed Mattox	Self	ERMATTOX@AOL.COM
ADAM KERR	KIMLEY-HORN	ADAM.KERR@KIMLEY-HORN.COM
ZACH CICIERA	COTTEUR + HEARING	ZCICIERA@COTTEUR-HEARING.COM
DON HEARING	COTTEUR + HEARING	DHEARING@ " " "
STEVEN HALLOCK	JUNO BEACH	shallock@juno-beach.fl.us
ANDREW MAXEY	PULTE	andrew.maxey@pulte.com
Eliot Goldstein	Pulte	eliot.goldstein@pultecom
Jon Butler	Resident	
DD Halpern	Self - turn email	on file



Juno Square site plan review preliminary comments.

Buck Evans <buckevanscbo@gmail.com>

Wed, Jan 3, 2024 at 2:50 PM

To: Frank Davila <fdavila@juno-beach.fl.us>

Cc: Curt Thompson <CThompson@juno-beach.fl.us>, Isabella Hickey <ihickey@juno-beach.fl.us>

Good afternoon Frank,

After reviewing the proposed Juno Square project I only have the following comments.

1. Turning radius, fire lanes, fire hydrants contingent on PBCFD review.
2. A construction staging plan will be required. If there will be no active hydrants on site when construction starts a water truck must be provided with a coupling test.
3. Pedestrian protection must be provided for the existing Juno Square plaza patrons including vehicular directions, blockades.
4. 2 ADA compliant parking spaces must be provided for the 46 SE guest spaces. They need to be at the closest points to the north and south sidewalks.

Thank you,

Respectfully,

Buck S Evans

--

Buck S Evans CBO, RPX, PX, BN

Cell - 561-222-1800

Diversified Building Department Management, President

12800 US Hwy 1 Juno Beach, Fl. 33408 Suite 280A





Juno Square Residential : DRC - PBC Environmental Resources Management

Melissa Tolbert <MTolbert@pbcgov.org>

Mon, Dec 18, 2023 at 9:18 AM

To: Isabella Hickey <ihickey@juno-beach.fl.us>, Frank Davila <fdavila@juno-beach.fl.us>

Cc: Deborah Drum <DDrum@pbcgov.org>, "Michael Stahl R." <MStahl@pbcgov.org>, Brenda Hovde <BHovde@pbcgov.org>, Steven Pisano <SPisano@pbcgov.org>, William Wilkerson <WWilkerson@pbcgov.org>

Good morning Isabella and Frank,

Palm Beach County Environmental Resources Management (ERM) staff have reviewed the documents pertaining to the Juno Square Residential Project located east of the County managed Juno Dunes Natural Area. Please consider the following concerns and comments:

Right-of-way for Management Access: The proposed plan assumes abandonment of the existing 50-foot Coconut Avenue right-of-way going entirely to the developer. As the adjacent landowner, the County is entitled to half of the right-of-way. The Town of Juno gave ERM permission to use of the right-of-way for management access purposes and losing this access would be a hardship since the wetlands to the west and south restricts access. ERM would continue to use the 25-foot right-of-way to access this portion of the site to conduct management activities such as:

- listed species monitoring,
- hydrological monitoring,
- mowing/disking the urban interface,
- fuel reduction,
- prescribed fire,
- treat invasive vegetation,
- fenceline maintenance, etc.

Access for Equipment: The 25-foot right-of-way is needed to stage various types of equipment such as the following:

- 4 x 4 vehicles
- Mowing equipment
- Lowboy with triaxle tractor & Brontosaurus (see attached photo)
- Dump truck
- Skid steer
- Tractor plow dozer

1st Responder Access: Having the 25-foot right-of-way would also benefit 1st responders and Florida Forest Service in the event of an emergency or wildfire.

Lighting: To benefit the wildlife in the Juno Dunes Natural Area, ERM recommends using wildlife friendly lighting practices such as using shielded, full cut-off downward directed fixtures to inhibit additional sky glow in the area immediately adjacent to the natural area.

Landscaping: ERM recommends the use of native species immediately adjacent to the natural area to prevent the recruitment of non-native plant species in the natural area.

Thanks for including Palm Beach County ERM in the review process. Staff will attend the DRC Meeting on Jan. 4th.

Kind regards,

Melissa Tolbert

Environmental Program Supervisor

Palm Beach County

Department of Environmental Resources Management

Natural Resources Stewardship - *Protecting historic native habitats & biological diversity*

561-233-2562



From: Isabella Hickey <ihickey@juno-beach.fl.us>

Sent: Wednesday, November 22, 2023 11:42 AM

To: Melissa Tolbert <MTolbert@pbcgov.org>

Cc: Frank Davila <fdavila@juno-beach.fl.us>

Subject: Juno Square Residential : DRC - PBC Environmental Resources Management

Good morning Melissa,

This message is a follow up from Frank's voicemail. Please confirm if you are the correct contact for the attached Juno Square Residential - Development Review Committee packet. If you are not the correct contact please provide us with this information.

This property/proposed project is located on the southwest corner of US Highway 1 and Donald Ross Road, adjacent to the County's environmentally sensitive areas.

Please review the attached packet for the Juno Square Residential project and provide any comments by December 29th. The DRC meeting is scheduled for January 4th 2024 at 10:30am and will take place in the Council Chambers.

If you have any questions, please let me or Frank know.

Thank you,

 [Site Plan Review Application.zip \[drive.google.com\]](#)

--

Isabella Hickey

Planning Technician

Town of Juno Beach

340 Ocean Drive

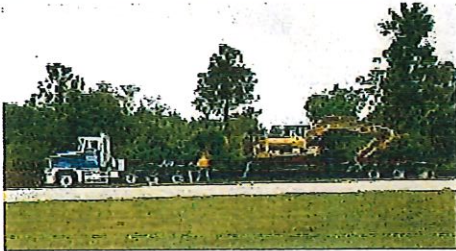
Juno Beach, FL 33408

PH: (561)656-0318

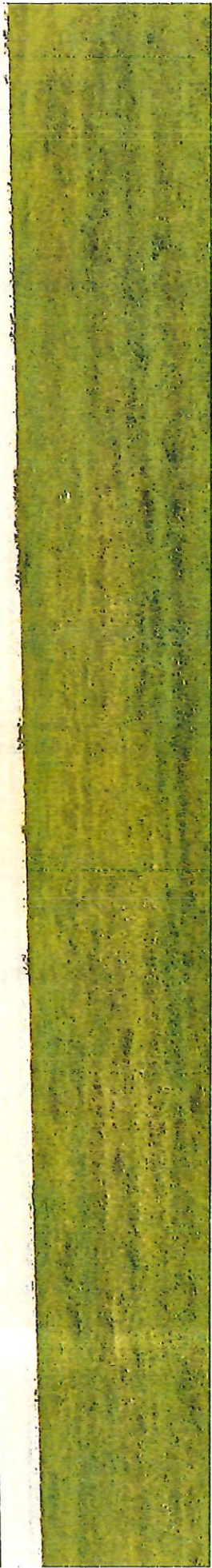
FX: (561)775-0812

Please note: *Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may, therefore, be subject to public disclosure.*

[Quoted text hidden]



Exa Heavy Equipment Needs.jpg
433K





Fwd: Juno Square - Town of Jupiter Utilities DRC Comments

6 messages

Frank Davila <fdavila@juno-beach.fl.us>
To: Isabella Hickey <ihickey@juno-beach.fl.us>

Fri, Dec 8, 2023 at 3:28 PM

Frank Davila, CFM

Director of Planning and Zoning
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
PH: (561)656-0306
FX: (561)775-0812

Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may, therefore, be subject to public disclosure.

----- Forwarded message -----

From: **Travis Sanders** <TravisS@jupiter.fl.us>
Date: Fri, Dec 8, 2023 at 3:28 PM
Subject: Juno Square - Town of Jupiter Utilities DRC Comments
To: Frank Davila <fdavila@juno-beach.fl.us>
Cc: Amanda Barnes <amandab@jupiter.fl.us>, John Gaddis <JohnG@jupiter.fl.us>

Good Afternoon Frank,

Here are comments for Jupiter Utilities:

1. Utility concurrency payment is due prior to DRC approval of site plan.
2. A formal water service agreement and payment of connection fees will be due prior to the issuance of development permits.
3. The drawing set provided did not include plans for watermain improvements.
4. Detailed construction drawings will need to be submitted to Jupiter Utilities for the watermains. Drainage, and landscaping plans should also be provided so that the Town can review them in relation to the watermain improvements.
5. Landscaping shall not be installed less than 5' from the outside edge of watermains and root barrier is required. Landscaping greater than 10' from the outside edge of the watermain will not require root barrier. Root barrier shall be a minimum of 42" deep.
6. Refer to Town of Jupiter Utilities Construction Standards for design requirements.

Thank you,



Travis Sanders

Customer Service & Billing
Manager, Utilities

Phone 561-741-2264

Email traviss@jupiter.fl.us

Web www.jupiter.fl.us

210 Military Trail, Jupiter, Florida
33458



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from the Town of Jupiter officials and employees regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Isabella Hickey <ihickey@juno-beach.fl.us>

Fri, Dec 8, 2023 at 4:07 PM

To: "traviss@jupiter.fl.us" <traviss@jupiter.fl.us>

Cc: Frank Davila <fdavila@juno-beach.fl.us>, amandab@jupiter.fl.us, John Gaddis <JohnG@jupiter.fl.us>

Good afternoon Travis,

We just spoke earlier on the phone.

I am following up from the comments sent to Frank Davila, as I delivered these packets to the Development Review Committee members.

Regarding comment #4 - "4. Detailed construction drawings will need to be submitted to Jupiter Utilities for the watermains. Drainage, and landscaping plans should also be provided so that the Town can review them in relation to the watermain improvements."

Landscape Plans and Drainage Plans were a part of the hardcopy packet that was hand delivered to the Town of Jupiter on November 22nd (they were 24" x 36" folded plans).

Please see the attached digital copies. My apologies for any confusion or miscommunications on either end.

 [Site Plan Review Application.zip](#)

If you have any questions, please let me know.

Thank you,

----- Forwarded message -----

From: **Travis Sanders** <TravisS@jupiter.fl.us>
Date: Fri, Dec 8, 2023 at 3:28 PM
Subject: Juno Square - Town of Jupiter Utilities DRC Comments
To: Frank Davila <fdavila@juno-beach.fl.us>
Cc: Amanda Barnes <amandab@jupiter.fl.us>, John Gaddis <JohnG@jupiter.fl.us>

Good Afternoon Frank,

Here are comments for Jupiter Utilities:

1. Utility concurrency payment is due prior to DRC approval of site plan.
2. A formal water service agreement and payment of connection fees will be due prior to the issuance of development permits.
3. The drawing set provided did not include plans for watermain improvements.
4. Detailed construction drawings will need to be submitted to Jupiter Utilities for the watermains. Drainage, and landscaping plans should also be provided so that the Town can review them in relation to the watermain improvements.
5. Landscaping shall not be installed less than 5' from the outside edge of watermains and root barrier is required. Landscaping greater than 10' from the outside edge of the watermain will not require root barrier. Root barrier shall be a minimum of 42" deep.
6. Refer to Town of Jupiter Utilities Construction Standards for design requirements.

Thank you,



Travis Sanders

Customer Service & Billing
Manager, Utilities

Phone 561-741-2264

Email traviss@jupiter.fl.us

Web www.jupiter.fl.us

210 Military Trail, Jupiter,
Florida 33458



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from the Town of Jupiter officials and employees regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

--

Isabella Hickey
Planning Technician
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
PH: (561)656-0318
FX: (561)775-0812

[Quoted text hidden]

Travis Sanders <TravisS@jupiter.fl.us>

Mon, Dec 11, 2023 at 4:18 PM

To: Isabella Hickey <ihickey@juno-beach.fl.us>

Cc: Frank Davila <fdavila@juno-beach.fl.us>, Amanda Barnes <amandab@jupiter.fl.us>, John Gaddis <JohnG@jupiter.fl.us>

Good Afternoon Isabella,

We did notice the landscape and drainage plans with the plan set you dropped off. Comment #4 was to indicate that when the developer does submit the watermain construction drawings for review and approval, they should also submit the landscaping and drainage construction drawings so that we can review them concurrently. We will need to review these prior to site plan approval.

Thank you,

Travis Sanders

Customer Service & Billing Manager, Utilities

[Quoted text hidden]

Isabella Hickey <ihickey@juno-beach.fl.us>

Thu, Dec 14, 2023 at 1:57 PM

To: Travis Sanders <TravisS@jupiter.fl.us>

Thank you for the clarification Travis,

We will pass your comments along to the applicant.

Happy Holidays,

[Quoted text hidden]

Travis Sanders <TravisS@jupiter.fl.us>

Fri, Dec 15, 2023 at 12:39 PM

To: Isabella Hickey <ihickey@juno-beach.fl.us>



RE: Juno Square Residential : Development Review Committee (3-story townhouses)

Wesley Jolin R. <WJolin@pbcgov.org>
To: Isabella Hickey <ihickey@juno-beach.fl.us>
Cc: Frank Davila <fdavila@juno-beach.fl.us>

Mon, Nov 27, 2023 at 10:20 AM

The following fire rescue comments have been generated after reviewing the submitted plans:

1) 3-story townhouses are required to be protected by a fire sprinkler system without exception. Per Florida Building Code section 903.2.11.3.1 NFPA 101 as adopted by Florida Fire Prevention Code, as regarding the requirements for fire protection sprinklers, is applicable to all multiple-family residential buildings, whether designated as townhouses, condominiums, apartment houses, tenements, garden apartments or by any other name. The attorney general has determined that for the purpose of the fire protection sprinkler requirements in Section 553.895(2), Florida Statutes, townhouses that are three or more stories tall and consist of three or more units together are multiple-family dwellings. Therefore, these types of townhouses are not exempt from being considered for the requirements to provide fire protection sprinklers (even if there are any other definitions that define a townhouse as a single-family residence).

Thank you,

Wesley Jolin, IAAI-CFI[®]

Fire Safety Specialist

Palm Beach County Fire Rescue

wjolin@pbcgov.org

561.233.2695

2300 North Jog Road: Suite 1E-40

West Palm Beach FL 33411

From: Isabella Hickey <ihickey@juno-beach.fl.us>
Sent: Wednesday, November 22, 2023 11:18 AM
To: Wesley Jolin R. <WJolin@pbcgov.org>
Cc: Frank Davila <fdavila@juno-beach.fl.us>
Subject: Juno Square Residential : Development Review Committee

Good morning Wesley,

Please review the attached packet for the Juno Square Residential project and provide any comments by December 29th. The DRC meeting is scheduled for January 4th 2024 at 10:30am and will take place in the Council Chambers.

If you have any questions, please let me or Frank know.

Thank you,

-- [Site Plan Review Application.zip \[drive.google.com\]](#) | _____

Isabella Hickey

Planning Technician

Town of Juno Beach

340 Ocean Drive

Juno Beach, FL 33408

PH: (561)656-0318

FX: (561)775-0812

Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may, therefore, be subject to public disclosure.

HIPAA NOTE: This email conforms to the rules and regulations of the **HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)**. This email may contain HIPAA protected health information, which may include, but is not limited to, patient name, address, billing information, examination or treatment information, or other personal identifiers. All such information must remain confidential, and may only be viewed and utilized by those legally authorized. If such message is received in error, please notify the sender and delete the original. Any other use is strictly prohibited.

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.



Fwd: Town DRC Meeting - Juno Square Residential project

2 messages

Frank Davila <fdavila@juno-beach.fl.us>
To: Isabella Hickey <ihickey@juno-beach.fl.us>

Mon, Nov 27, 2023 at 1:05 PM

Please forward to Zach.

Frank Davila, CFM

Director of Planning and Zoning
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
PH: (561)656-0306
FX: (561)775-0812

Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may, therefore, be subject to public disclosure.

----- Forwarded message -----

From: **Courtney Jones** <courtney.jones@lrecd.org>
Date: Mon, Nov 27, 2023 at 12:36 PM
Subject: Town DRC Meeting - Juno Square Residential project
To: Frank Davila <fdavila@juno-beach.fl.us>
Cc: Kris Dean <Kris.Dean@lrecd.org>, Linda Lunsford <Linda.Lunsford@lrecd.org>, Cindy Denton <Cindy.Denton@lrecd.org>

Good Afternoon Frank,

We received the DRC packet for the subject project. The developer for the subject project has been in correspondence with the District. The District has requested that the developer engage in a developer's agreement as part of the District's development review process (<https://loxahatcheeriver.org/sewer-iq/guidelines/>). To date, the developer has not yet engaged in a developer's agreement with the District, which is required in order to proceed with plan review.

At this time, the District can only offer the following to the Town in regards to comments on this project:

1. Project / developer needs to engage in a developer's agreement with the District. Once a developer's agreement is entered into and associated fees paid to the District, then the District will complete review of the plans for this project. Developer will be required to address all District comments provided during the plan review process in order to obtain District approval.

Thank you,

Courtney Jones, P.E.
Director of Engineering
Loxahatchee River District

2500 Jupiter Park Drive

Jupiter, FL 33458

Office: 561-401-4094; Cell: 561-339-2547

courtney.jones@lrecd.org

Frank Davila <fdavila@juno-beach.fl.us>

Mon, Nov 27, 2023 at 1:06 PM

To: Courtney Jones <courtney.jones@lrecd.org>, Isabella Hickey <ihickey@juno-beach.fl.us>, Curt Thompson <cthompson@juno-beach.fl.us>

Cc: Kris Dean <Kris.Dean@lrecd.org>, Linda Lunsford <Linda.Lunsford@lrecd.org>, Cindy Denton <Cindy.Denton@lrecd.org>

Thank you for the update. We will reach out to the applicant.

Frank Davila, CFM

Director of Planning and Zoning
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
PH: (561)656-0306
FX: (561)775-0812

Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may, therefore, be subject to public disclosure.

[Quoted text hidden]

December 28, 2023

Town of Juno Beach
340 Ocean Drive
Juno Beach, Florida 33408

Attention: Mr. Frank Davila

Reference: Juno Square
Town of Juno Beach, Florida

Dear Mr. Davila:

Our office has reviewed the submitted preliminary plans, calculations and Site Plan application package for the above referenced project dated October 18, 2023, plans dated October 16, 2023. Based on our review (1st review) of the submitted preliminary plans, water management calculations and Site Plan approval package, our office has the following comments:

Traffic Study

1. Provide Traffic Performance Standards approval letter once obtained.

Site Plan

1. Provide a 24' driveway connection Donald Ross Road. The 24' driveway will be a requirement from Palm Beach County during the permitting process.
2. Is a gate proposed on Donald Ross Road?
3. Provide a turnaround area for vehicles rejected at the gate access point on the eastern part of the Site.
4. Provide turnaround for "dead end" drive aisles such as between Buildings 2 and 4 and between Buildings 5 and 6.
5. Provide an AutoTurn Analysis for a fire truck and garbage truck through the site.
6. Our office has deferred the review of water and sewer system components to Town of Jupiter, Florida Department of Environmental Protection and Palm Beach County Fire Rescue.

Mr. Frank Davila
December 28, 2023 – Page 3

Advisory Comments:

1. Applicant will be responsible for all other applicable governing agency approvals and will be required to provide evidence of said approvals prior to Building Permits being issues.
2. The Geotechnical Report referenced in the Surface Water Management Calculations will need to be provided with the Construction Plan application to verify assumptions in the calculations.
3. Cross sections at all property lines are required for final Construction Plan approval, verifying no runoff is directed offsite.

Please note that once the above referenced items are addressed and found acceptable for Site Plan approval, an approval letter will be provided to the Town of Juno Beach.

If you have any questions or require any additional information, please contact our office.

Sincerely,

SIMMONS & WHITE, INC.



Paul A. Buri, P.E.





Ronald L. Levinson, P.E.
Consulting Engineer

Call: 561.379.5835
Fax: 561.582.3700

LevinsonPE@gmail.com
License No. FL PE 34871

530 South Federal Highway Suite 4, Lake Worth Beach, FL 33460

December 27, 2023

Mr. Paul Buri, P.E.
Simmons & White, Inc.
2851 Metrocentre Boulevard, Suite 3
West Palm Beach, FL 33407
Buri@SimmonsandWhite.com

Re: **Juno Square**
Review of Proposed Photometric Plan
US 1 and Floral Drive

Dear Paul:

I have reviewed the site lighting photometric plan for the Juno Square project you forwarded to me per your request and offer the following:

1. The plans reviewed were prepared by William E. Pino, P.E. and are dated November 2, 2023.
2. The design incorporates standard FP&L post top full cut-off type LED fixtures manufactured by Cooper Lighting mounted at 15'-6" above grade on direct buried black tapered concrete poles along the roadway and in the parking areas.
3. The lighting levels indicated are within the recommended range for the proposed use of the areas.
4. The lighting spillage spill levels indicated at the property lines are minimal and should not create any issues off of the property.
5. This property is not subject to any turtle lighting restrictions.

If you have any questions or require additional information, please contact my office.

Sincerely,

Ronald L. Levinson, P.E.
FL PE No. 34871
RLL/slf

Development Review Committee Comments

Planning and Zoning

January 4, 2024

Donaldson Hearing, ASLA, PLA, LEED, Principal
Zach Ciciera, Land Planner
Cotleur & Hearing
1934 Commerce Ln #1,
Jupiter, FL 33458

Re: Juno Square Residential Site Plan Review and Special Exception Application

Dear Mr. Hearing and Mr. Ciciera:

It is the intent of this letter to inform you of deficiencies in the Site Plan Review and Special Exception Application submittal for the proposed project named Juno Square Residential. All comments outlined below and those provided by the Development Review Committee (DRC) members must be addressed and determined satisfactory prior to us moving forward in the approval process.

Please note: All comments are preliminary/advisory comments and have been reviewed per the proposed Zoning District of Residential Multiple Family – Moderate Density (RM-2). These comments may not address all other applications submitted to the Town including the Easement Abandonment, Comprehensive Plan Amendment, and Zoning Map Amendment. All comments are subject to change based on forthcoming applications.

Please review and address the following comments:

Statement of Use:

- 1) On Page 20, Number 1, please expand on the proposed Key West Cracker architecture style. The rendering provided shall describe the key elements utilized that represent Key West Cracker, for example, roof materials, wide porches, overhangs, exterior finish material, railing types, and decorative details on doors and windows. Indicate how the proposed color palette meets the Key West Cracker Architecture Style.
- 2) On Page 20, Number 2, address the Town's entire definition of Harmony. Indicate how all elements of Harmony (including mass, scale, bulk, height, proportion, and orientation) are in compliance with the proposal. Please see Ordinance No. 763 attached.
- 3) On Page 25, under the heading "Waivers Requested", the principal structure separation reduction request from 30 to 20 is a 33 percent difference, whereas,

a Planned Unit Development (PUD) Special Exception, allows a maximum 25 percent difference.

- 4) Address the proposed phasing plan as indicated in the Site Plan Application.
- 5) On Page 22, under the heading “Development Regulations”, the table labeled “Building Area Regulations”, should be placed on Sheet 1 of the Site Plan.
- 6) On January 26, 2022, the Juno Beach Town Council approved a Special Exception for the establishment of a take-out restaurant associated with the existing Thirsty Turtle Restaurant (located at 13963 U.S. Highway 1). A condition of approval required a shared parking statement/parking utilization study (“study”) that included both Parcel 1 and Parcel 2 and a shared parking agreement applicable to both Parcel 1 and Parcel 2. The study relied on the use of Building A on Parcel 1 (formerly known as the Anchor Bank). Consequently, Building A shall only be used as a bank or a less intense use as determined by Town Staff. Please document how the applicant plans to continue the use of the shared parking agreement In order for the shared parking agreement to be considered compliant the Property Owner must take all actions necessary to ensure that sufficient parking exists on each parcel for the businesses/uses within that parcel(s). (Please see the attached Special Exception Approval and Shared Parking Agreement).

Survey:

- 7) The survey shall be signed and sealed by a Florida Licensed Land Surveyor.
- 8) Include Finished Grade in NAVD 88, show elevations used to arrive to that Number (or other method).
- 9) The “Survey Description” heading, in the 4th paragraph, “Said lands situated in the City of Sunrise”, is incorrect. Please substitute this with “The Town of Juno Beach, Palm Beach County, Florida” located on Page 1.
- 10) The tree survey shall indicate viable native trees. According to Division 7: Landscape Requirements, Section 34-1084. - Landscape requirements (b) states “A graphic survey of existing vegetation, delineating all viable native vegetation and all trees greater than four inches in diameter (caliper) at four feet above ground, shall be submitted. Such graphic survey shall be prepared by a Landscape Architect or Land Surveyor registered in the state and be of the same scale as the landscape plan.”
- 11) The surveyor boundary does not include the proposed 50-foot abandon road/ right-of-way (ROW). Please clarify.
- 12) All proposed easements shall be called out on the Plat (including parking, ingress and egress). The shared parking/cross access agreement may not be adequate. Please clarify.

Site Plan:

- 13) All plans shall be signed and sealed by a Florida Licensed Architect or Engineer.
- 14) Site plan comments are pending the approval of the proposed Future Land Use change and Rezoning.
- 15) The review of the Site Plan is pending the proposed ROW abandonment and Palm Beach County Environmental Resources Management (PBC-ERM) relinquishing the right to their 25-foot ROW.
- 16) Review the Shared Parking Agreement between both properties and indicate how the parking agreement is addressed – see comment 6 under the Statement of Use section.
- 17) The access located along the northern property line (Donald Ross) does not have Palm Beach County approval. Please verify this access has been approved.
- 18) Expand on the traditional garbage pickup, i.e. how garbage cans will be screened from public view.
- 19) Indicate the visibility triangle (sight) for all entrances: 1) Donald Ross Road, 2) Juno Square Parking Lot, and 3) Floral Drive. Please see Section 34-898. - Intersection and Section 34-1089. - Landscaping at street intersections. Please note FDOT standards are applicable as well.
- 20) The Site Data Table provided should call out proposed and permitted RM-2 Building Site Area Regulations. All elements on Page 3 of the Site Plan Application shall be documented. Including but not limited to:
 - a) gross building footprint square footage.
 - b) total square footage (for each floor).
 - c) lot coverage.
 - d) landscape open space.
 - e) total living area per unit.
 - f) building height.
 - g) lot depth and width

The Table in the Statement of Use should be on the Site Plan/Data Table. See comment 5 under the Statement of Use section.
- 21) The parking total (including shared parking) provided needs to be clarified.
- 22) Indicate the proposed location for handicap/ADA parking, if any.
- 23) Indicate the location of all mechanical equipment and include methods for screening.

- 24) Provide a detailed signage plan with the (front/side) setbacks and sign face square footage. Signs shall comply with the Town's Sign regulations Division 6. - Signs. Please note: new signs shall require separate building permit.
- 25) Provide a detailed illustration for the "decorative paver crosswalk typical" as indicated on the site plan.
- 26) Section 34-981 (5) (e) (2) states "All multifamily and three or more attached single-family residential developments shall be required to provide bicycle storage facilities. Such storage facilities shall be fully enclosed within a structure and shall be of a sufficient size to accommodate expected storage needs."
- 27) Provide a detailed illustration for the 6' high concrete wall indicated on Sheet 1 of the site plan.
- 28) Provide detailed illustration for the pedestrian gate indicated on Sheet 1.
- 29) The width of the drive aisle shall be a minimum of 25' where parking is provided on the road.
- 30) Wheel stop dimensions shall be included in typical drawings. Section 34-1088 (b) states, "Wheel stops and/or curbs shall be placed at least two feet from the edge of such landscaped area. Where a wheel stop or curb is utilized, the paved area between the wheel stop or curb and the end of the parking space may be omitted, provided it is landscaped with ground cover in addition to the required landscaping as set forth herein."
- 31) Provide detailed illustration for the sliding access gate as indicated on Sheet 1.
- 32) Provide detailed illustration for the decorative column located on the northwest entrance along Donald Ross Road as indicated on Sheet 1.
- 33) Indicate the proposed location(s) for all benches and bike racks on Sheet 1.
- 34) Please note that all parallel parking spaces shall have a 9' by 15' no parking zone/area for egress and ingress.
- 35) Provide the building dimensions for all buildings.
- 36) Provide the distance (building separation) between all buildings on site.

Landscape Plan:

- 37) Plans shall be signed and sealed by a professional Florida Licensed Landscape Architect.

- 38) Provide color renderings of the proposed landscape from different points of view (south, west, east, north, etc.)
- 39) As stated in the Town's Landscape Regulations, include "The percentage of native plant material utilized for each type of plant including trees, shrubs, and ground cover..."
- 40) As shown on Donald Ross and U.S. 1 along the meandering sidewalk, the utilization/installation of shade trees is preferred over palm trees.
- 41) No invasive or nonnative vegetation shall be planted immediately adjacent to Environmentally Sensitive Land (ESL) area. Please provide a notation in landscape notes.
- 42) Please note: The proposed landscape improvements to Juno Square Plaza (shown on Sheet 2) will require a separate updated landscape plan for that property.
- 43) All conditions of the Environmentally Sensitive Land (ESL) Ordinance as indicated shall be complied with. See Section 34-1080. - Landscape plan submission and approval.
- 44) Provide shields to all light poles that are immediately adjacent to the New Palm Beach Heights subdivision.

Architectural Plans:

- 45) Plans shall be signed and sealed by a Florida Licensed Professional.
- 46) According to the Zoning Code, building height shall be measured from finished grade, not finished floor. See the definition of *Finished Grade* in Section 34-4. - Definitions.
- 47) Please note: The plans are not properly scaled, the plans indicate a scale of 3/16 inches. Please review and revise.
- 48) Please provide detailed renderings of the frontage along U.S. 1 & Donald Ross Road illustrating the entire project.
- 49) As indicated in the Statement of Use, renderings shall provide the proposed architectural style, color palette, description of window and door fenestration, the type and style of balcony railings, porches, roof types and entrances.

Additional Comments:

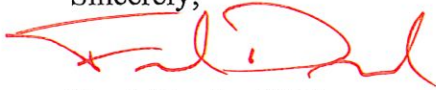
- 50) Please review and proofread all errors.

51) Complete the School Capacity Availability Determination (SCAD) Application.

52) All fence(s), sign(s), and generator(s) will require separate building permit applications.

Once you have submitted the aforementioned material(s) in an acceptable form, the review process shall proceed. Please note that additional comments may follow upon review of additionally submitted materials. Should you have any questions regarding this matter, please do not hesitate to contact (561) 656-0306.

Sincerely,



Frank Davila, CFM
Director of Planning and Zoning

cc: David Dyess, Town Manager

TOWN OF JUNO BEACH

ORDER ON APPLICATION FOR SPECIAL EXCEPTION APPROVAL

Applicant: Juno Square LLP

Location: 13955 U.S. Highway One, Juno Beach, FL ("Parcel 2")
Property Control No. 28-43-41-28-10-007-0140

13951 U.S. Highway One, Juno Beach, FL ("Parcel 1")
Property Control No. 28-43-41-28-10-007-0111

Legal Description: *Parcel 2* – Northerly 247.33 feet of the Easterly 416.11 feet of Blocks 7 and 11 of New Palm Beach Heights lying west of the State Road No. 5 right-of-way including the abandoned portions of the Palm Avenue and Oleander Avenue rights-of-way (less Donald Ross Road right-of-way).

Parcel 1 – Blocks 7, 11 and 12 of New Palm Beach Heights lying west of the State Road No. 5 right-of-way including the abandoned portions of the Palm Avenue and Oleander Avenue rights-of-way (less the Property described above).

Zoning District: CG (Commercial General)

Request: Request for approval of a Special Exception for the establishment of a 1,508 square foot take-out restaurant associated with the existing Thirsty Turtle Restaurant on Parcel 2 (to be located within Building B – 13963 U.S. Highway One)

THIS MATTER came before the Town Council for public hearing on January 26, 2022. After considering the testimony and other evidence presented by the Applicant, Town Staff, members of the public and other interested persons during the course of a quasi-judicial proceeding, the Town Council, having considered the recommendation of the Planning and Zoning Board and otherwise being duly advised, hereby makes the following findings of fact:

1. The public hearing was properly noticed in accordance with Sections 34-93 and 34-116 of the Town Code of Ordinances.
2. The application meets the requirements for Special Exception as set forth in Sections 34-93 of the Town Code of Ordinances.

Based on the foregoing findings of fact, it is hereby ORDERED AND ADJUDGED by the Town Council that:

1. The Town Council hereby grants the application for Special Exception approval for a 1,508 square foot take-out restaurant associated with the existing Thirsty Turtle Restaurant on Parcel 2 to be located in Building B.
2. The Special Exception approval is subject to the following conditions:

- A. The Applicant's receipt of all required building permits and a Certificate of Occupancy (all approved plans shall be provided in digital form prior to building permit submission).
- B. All proposed signage shall conform to the Town's Sign Code.
- C. The Applicant shall obtain all required approvals from Palm Beach County Fire Rescue Department and the Palm Beach County Health Department.
- D. This approval is based on a Shared Parking Statement/Parking Utilization Study ("Study") that included both Parcel 1 and Parcel 2 and a Shared Parking Agreement applicable to both Parcel 1 and Parcel 2. The Study relied on the use of Building A on Parcel 1 (former Anchor Bank) as a bank. Consequently, Building A shall only be utilized as a bank or a less intense use as determined by Town Staff.
- E. The Applicant shall construct the additional fifteen (15) parking spaces on Parcel 1 as depicted on the Site Plan Exhibit prepared by J Morton dated September 3, 2021 and last revised on December 15, 2021, consisting of one (1) page, and shall cease the use of the remainder of the vacant portion of Parcel 1 (a/k/a "The Christmas Tree Lot") for parking.
- F. In granting this approval, the Town relied upon the oral and written representations of the Applicant both on the record and as part of the application process. Deviations from or a violation of these representations shall cause the approval to be presented to the Town Council for review under Article II, Chapter 34 of the Town Code of Ordinances.

3. Any violation of the conditions of approval may be enforced pursuant to Section 34-34 and Section 34-35 of the Town Code of Ordinances or by any other method authorized by law.

DONE AND ORDERED this 26th day of January, 2022.

TOWN OF JUNO BEACH

By: 
 Jason Haselkorn
 Mayor

ATTEST:


 Caitlin Copeland-Rodriguez, CMC
 Town Clerk

RETURN TO:
Juno Square LLP
3910 RCA Boulevard, # 1015
Palm Beach Gardens, Florida 33410

Shared Parking Agreement

THIS SHARED PARKING AGREEMENT is made this 14 day of September, 2021 by Juno Square LLP ("Owner") who owns two parcels located at the southwest corner of Donald Ross and U.S. Highway One with an address of 13951 US Highway 1 ("Parcel 1") and 13955 US Highway 1 ("Parcel 2"), Juno, and is legally described in Exhibit "A" ("Owner's Property").

WHEREAS, the Town of Juno Beach ("Town"), Florida has agreed to allow shared parking for the Owner's Property located at the southwest corner of Donald Ross Road an U.S. Highway One; and,

WHEREAS, the Owner's Property contains a total of 110 parking spaces of which 33 are located on Parcel 1 and 77 are located on Parcel 2 as shown on the site plan in Exhibit "B"; and

WHEREAS, the Town of Juno Beach requires the use of all parking spaces on Owner's Property in order to comply with parking requirements for Parcel 1 and Parcel 2; and

WHEREAS, a Shared Parking Statement prepared by PTC Transportation Consultants was submitted to the Town of Juno Beach.

NOW THEREFORE, the Juno Square LLP agrees to the following:

1. Owner agrees in the event of termination of the Agreement, Owner must take all actions necessary to ensure that sufficient parking exists on each parcel for the businesses operating within that parcel.
2. The Town is acknowledged as being a third-party beneficiary of this Parking Covenant, and in the event of the Owner's failure to comply with its terms, it may enforce the terms of said Parking Agreement through appropriate legal action. The prevailing party in any such action shall be entitled to an award of its reasonable attorney's fees and costs.
3. This Shared Parking Agreement shall, upon approval by the Town, be recorded in the Public Records of Palm Beach County, Florida, and shall be binding on the heirs, successors and assigns of the Owner unless terminated pursuant to Paragraph 1 above.
4. This Shared Parking Agreement cannot be terminated without the written approval of the Town of Juno Beach.

IN WITNESS WHEREOF the parties have hereunto executed this Shared Parking Agreement the year first written above.

WITNESSES:

Victoria Luskert

[Signature]

OWNER:
[Signature]
John Clark Bills, Manager, Juno Square LLP

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 14th day of September, 2021, by John Clark Bills as the Manager of Juno Square LLP, on behalf of said company. He is personally known to me or has produced _____ as identification.

Notary Public: [Signature]

Print Notary Name: SANDIE A. MICH



NOTARY SEAL:

My Commission Expires: July 16, 2023

Exhibit A
Legal Description

A parcel of land in Section 28, Township 41 South, Range 43 East, Palm Beach County, Florida, more particularly described as follows:

That portion of Palm Avenue, lying between the south line of Olive Street and the north line of Floral Street, as shown on Plat of NEW PALM BEACH HEIGHTS, as recorded in Plat Book 6, Page 73, in the Office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, Excepting Therefrom the part thereof which lies within the 60 feet on each side of, measured at right angles to, the center line of Survey of State Road No. 5, Section 9304-112 as shown on Right-of-Way map recorded in Road Plat Book 2, page 114, Public Records of Palm Beach County, Florida; that certain portion of a street designated as OLEANDER AVENUE in New Palm Beach Heights, which portion of said street is bounded by Lots 10 through 18, Block 11, on its easterly side, by Lots 1 through 9, Block 12, on its westerly side, by the South line of Olive Street on the North, and by the north line of Floral Street on the South, all as shown on plat of New Palm Beach Heights on file in the office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, recorded in Plat Book 6, page 73; those parts of Lots 11 to 18, Inclusive, in Block 7, lying westerly of the westerly right-of-way line of State Road No. 5, as shown on Right-of-Way map recorded in Road Plat Book 2, Page 114, Public Records of Palm Beach County, Florida; Lots 1 to 18 Inclusive, in Block 11; and Lots 1 to 14, Inclusive in Block 12; all in NEW PALM BEACH HEIGHTS according to the Plat thereof on file in the Office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, recorded in Plat Book 6, Page 73.

Less that portion taken by Order of Taking recorded on O.R. Book 9635, Page 393, Public Records of Palm Beach County, Florida.

1 TOWN OF JUNO BEACH, FLORIDA

2
3 **ORDINANCE NO. 763**

4
5 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO
6 BEACH, FLORIDA AMENDING CHAPTER 34, "ZONING," OF THE TOWN
7 CODE OF ORDINANCES TO DEFINE AND PROVIDE CRITERIA FOR THE
8 TERM HARMONY; AMENDING ARTICLE I, "IN GENERAL," BY
9 AMENDING SECTION 34-4, "DEFINITIONS," TO DEFINE HARMONY
10 AND RELATED TERMS; AMENDING DIVISION 4, "SITE PLAN AND
11 APPEARANCE REVIEW," OF ARTICLE II, "ADMINISTRATION AND
12 ENFORCEMENT," BY AMENDING SECTION 34-116, "REQUIRED;
13 CRITERIA," TO PROVIDE ADDITIONAL CRITERIA FOR DETERMINING
14 HARMONY WITH THE AREA; PROVIDING FOR CODIFICATION,
15 SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.
16

17 WHEREAS, the Town's Zoning Code currently provides that when reviewing an
18 application for site plan and appearance approval, the Planning and Zoning Board and the
19 Town Council determine that the proposed project "is of a design and proportion which
20 enhances and is in harmony with the area;" and
21

22 WHEREAS, at the recommendation of the Planning and Zoning Board, the Town
23 Council wishes to amend Chapter 34, "Zoning," of the Town Code of Ordinances to define
24 the term harmony and related concepts and to provide additional criteria for determining
25 harmony during site plan and appearance review; and
26

27 WHEREAS, the Town's Planning and Zoning Board has conducted a public hearing
28 on this Ordinance and provided its recommendation to the Town Council; and
29

30 WHEREAS, the Town Council has determined that adoption of this Ordinance is in
31 the best interests of the general welfare of the Town of Juno Beach.
32

33 NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF
34 JUNO BEACH, FLORIDA as follows:
35

36 **Section 1.** The foregoing "Whereas" clauses are hereby ratified as true and confirmed
37 and are incorporated herein.
38

39 **Section 2.** The Town Council hereby amends Article I, "In General," of Chapter 34,
40 "Zoning," of the Town Code of Ordinances by amending section 34-4, "Definitions," to read
41 as follows (additional language is underlined):
42

43 **Sec. 34-4. Definitions.**
44

45 For the purposes of this chapter, the following terms and words are
46 hereby defined. Words used in the present tense shall include the future; the
47 singular number shall include the plural; and the plural the singular; the term
48 "used for" shall include the meaning "designed for"; the term "structure" shall

1 include the term "building"; the term "lot" shall include the terms "plot" and
2 "tract"; the word "shall" is mandatory and not directory.

3 * * *

4
5
6 Bulk means the overall size and volume of a building or structure.

7 * * *

8
9
10 Harmony means a quality which produces an aesthetically pleasing
11 whole as in an arrangement of varied architectural and landscape elements.
12 Harmony can be achieved through the proper consideration of scale, mass,
13 bulk, proportion, height, orientation, site planning, landscaping, materials and
14 architectural components, including, but not limited to, porches, roof types,
15 fenestration, entrances and stylistic expression.

16 * * *

17
18
19 Mass means the relationship and sizes between different volumes of a
20 building or structure.

21 * * *

22
23
24 Proportion means the visual effect of relationship of one portion to
25 another, or of a portion to the whole, or of one thing to another.

26 * * *

27
28
29 Scale means the proportions of a building in relation to its surroundings,
30 particular other buildings in the surrounding context.

31 * * *

32
33
34 **Section 3.** The Town Council hereby amends Division 4, "Site Plan and Appearance
35 Review," of Article II, "Administration and Enforcement," of Chapter 34, "Zoning," of the Town
36 Code of Ordinances by amending Section 34-116 "Required; criteria," to read as follows
37 (additional language underlined):

38
39 **Sec. 34-116. - Required; criteria.**

40
41 No construction or clearing of land may begin in any district prior to
42 review and approval of the site plan and appearance. The review shall consist
43 of:

44 * * *

45

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

b. Appearance review criteria.

1. Is of an architectural style representative of or reflecting the vernacular of Old Florida style which is indigenous to the town and which is commonly known and identified by its late Victorian (Key West Cracker), Spanish revival (Mediterranean), Modern (early to mid-20th century), or combination thereof style of architecture. Summarized briefly, common features of the vernacular of Old Florida style that identify the Victorian (Key West Cracker), and Spanish revival (Mediterranean) architectural style include wood or concrete block with stucco siding; simple pitched roofs; tile, metal, or asphalt roofs; ornate details such as but not limited to exposed soffits, individualized vent and louver shapes, reliefs, and detailed window and door treatments; lush landscaping with private yards; and use of porches, balconies and patios. Common features of the vernacular of Old Florida Style that identify the Modern (early to mid-20th century) architectural style include clean geometric lines, often at right angles; an emphasis on function; materials such as glass, steel, iron, and concrete; and the use of natural light through large and expansive windows;
2. Is of a design and proportion which enhances and is in harmony with the area. The concept of harmony shall not imply that buildings must look alike or be of the same style. Harmony can be achieved through the proper consideration of setback, scale, mass, bulk, proportion, overall height, orientation, site planning, landscaping, materials, and architectural components including but not limited to porches, roof types, fenestration, entrances, and stylistic expression;
3. Elevator and stairwell shafts and other modern operations and features of a building shall be either completely concealed or shall incorporate the elements of the architectural style of the structure; rooftop equipment and elevator and

1 mechanical penthouse protrusions shall be
2 concealed; and parking garages and other
3 accessory structures shall be designed with
4 architectural features and treatments so that they
5 are well proportioned and balanced and in
6 keeping with the architectural style of the principal
7 structure;

- 8
9 4. Shall have all on-site structures and accessory
10 features (such as but not limited to light fixtures,
11 benches, litter containers, including recycling
12 bins, traffic and other signs, letter boxes, and bike
13 racks) compatible in design, materials, and color;
14
15 5. Shall have a design in which buildings over 40
16 feet in height shall appear more horizontal or
17 nondirectional in proportion rather than vertical,
18 accomplished by the use of architectural
19 treatments as described in these criteria;
20
21 6. Shall locate and design mechanical equipment
22 with architectural treatments so that any noise or
23 other negative impact is minimized;
24
25 7. Complies with the town's community appearance
26 standards (see article IV, division 14 of this
27 chapter).
28

29 **Section 4.** The provisions of this ordinance shall become and be made a part of the
30 Code of Ordinances of the Town of Juno Beach.
31

32 **Section 5.** If any section or provision of this Ordinance or any portion thereof, any
33 paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid,
34 such decision shall not affect the validity of the remainder of this Ordinance.
35

36 **Section 6.** All ordinances or parts of ordinances of the Town of Juno Beach, Florida,
37 which are in conflict with this Ordinance, are hereby repealed to the extent of such conflict.
38

39 **Section 7.** This ordinance shall be effective immediately upon adoption.
40
41

1 FIRST READING this 24th day of May, 2023.

2
3 SECOND, FINAL READING AND ADOPTION this 26th day of July, 2023.

4
5
6 _____
7 AYE NAY Alexander Cooke
8 ALEXANDER COOKE, MAYOR

9 _____
10 AYE NAY Peggy Wheeler
11 PEGGY WHEELER, VICE MAYOR

12 _____
13 AYE NAY Marianne Hosta
14 MARIANNE HOSTA, VICE MAYOR PRO TEM

15 _____
16 AYE NAY Elaine K. Cotronakis
17 ELAINE K. COTRONAKIS, COUNCILMEMBER

18 _____
19 AYE NAY DD Halpern
20 DD HALPERN, COUNCILMEMBER

21
22
23 ATTEST:

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

24
25 Caitlin Copeland-Rodriguez
26 CAITLIN COPELAND-RODRIGUEZ
27 TOWN CLERK

28 Leonard G. Rubin
LEONARD G. RUBIN
29 TOWN ATTORNEY